

HARTWELL PARISH COUNCIL

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Website: www.hartwellparishcouncil.gov.uk

Parish Council Minutes

Tuesday 21st May 2024

Present: Cllrs Bodman, Creed, Goodman, Joyce, South, Weston, Williams

Clerk: A Holt (Clerk), L Lavender (RFO), Cllr Stephen Clarke (WNC)

	Annual Meeting			
1065/2024	Election of Chair and Declaration of Acceptance of Office Cllr Williams nominated herself, Cllr Goodrum seconded, All Agreed			
1066/2024	Election of Chair and Declaration of Acceptance of Office Cllr South nominated herself, Cllr Joyce seconded, All Agreed			
1067/2024	Appointment of Internal Controls Councillor Cllr Sharp. Appointment of Police Liaison Councillor Cllr Heron Environment Committee Councillors Cllr Sharp, Cllr Goodrum, Cllr Heron, Cllr South, Cllr Williams			
	Full Council Meeting			
	Opening comments from Chair and Vice Chair: Cllr Williams thanked the council for electing her, she also thanked Cllr Bodman for his time as Chair and hoped she would be as good.			
1068/2024	To receive and approve apologies for absence which have been notified to the Clerk directly Cllr Heron and Cllr Jones			
	Declarations of Interest			
1069/2024	Declaration of any Disclosable Pecuniary or other interest: None			
1070/2024	Dispensations – To consider written requests for dispensation of DPI None			
1071/2024	Minutes - To agree and sign the minutes of 23 rd April 2024 Agreed and signed			
1072/2024	Public participation session 3 minutes max per person 15 minutes total. No members of the public present			
1073/2024	Reports received from outside bodies: including WNC Cllr 5 mins max per person. Cllr Clarkes report circulated prior to the meeting. Cllr Clarke updated on Flooding Issues in Blacksmiths Way and the Draft Local Plan			
1074/2024	Update re Police – Nothing to report			
1075/2024	Account			
	a)	Council's financial position as at 30/04/2024 £93,488.52 Unity Bank Inclusive of reserves + receipts		
	b)	Received: £136.00 Cemetery Fees £40,000 WNC Precept £10,515.90 Windfarm		
	c)	To Approve Payments		
	Payee	Details	Amount (inc vat)	Power
<i>May</i>	Staff	Salaries, Expenses, Pension and HMRC	£2076.70	LGA 1972 s112
	RTM	Ground maintenance	£1800 (£300.00)	Open spaces 1906 s9&10
	CYPN	Youth Services	£2340.00 (£390.00)	LGA 1972 s112
<i>Tabled</i>	RBL	D Day 80 Wreath	£100.00.00	LGA 1972 s137
<i>Tabled</i>	Memsafe	Cemetery Safety Insp	£492.00 (£82.00)	LGA 1972 s214
	Lloyds Card	Corporate Card Charges	£249.57	
<i>dd</i>	ICO	Information Commissioner	£35.00	Data Protection Act 2018
Agreed and Approved.				
1076/2024	Governance			
	i. To receive the Internal Auditors Report (circulated prior to meeting) report noted			
	ii. Annual Governance and Accountability Return 2023/2024 (circulated prior to meeting) Agreed			
	a) To consider and Approve Section 1 The Annual Governance Statement Agreed and signed			
	b) To Consider and Approve Section 2 The Accounting Statements Agreed and Signed			
	c) To agree the dates for the exercise of public Rights 3rd June – 12th July 2024 Agreed			

1077/2024	Grant Applications 2024 – Grant from Roade Community Library for £497.00 All agreed																																																	
1078/2024	Speeding a) Rota for Community Speed Watch dates of 2 nd June, 5 th June, 11 th June, 15 th June, 19 th June. Roads agreed are Ashton Road and Forest Road, Park Road not suitable. Clerk to circulate poll. b) Agree a date for placing additional speed signs – 1 st June 12pm.																																																	
1079/2024	Newsletter (Clerk) – All Councillors to write a bio and send suitable picture for website.																																																	
1080/2024	Defib HCC – Agree to spend £100 plus VAT for installation – Agreed																																																	
1081/2024	Environment Committee – Tove Landscapes appointed as new Grass Cutting Contractor. Cllr Sharp and Clerk met with Jordan from Tove on Monday 20th. The Committee are pleased with the progress being made.																																																	
1082/2024	Cemetery – Agree Spend for new contractor (Tove) to big tidy up of cemetery. £900 – Agreed																																																	
1083/2024	Planning applications – no comments <table border="1"> <tr> <td colspan="5">Planning</td> </tr> <tr> <td colspan="5">New</td> </tr> <tr> <td>2024/2167/FULL</td> <td>Mount Pleasant 5 Forest View, Hartwell</td> <td>Single Story wrap around extension, change of first floor windows at rear and side</td> <td>10/4/2024</td> <td>Pending</td> </tr> <tr> <td>2024/2146/PND</td> <td>Land South West of Forest Road, Hartwell</td> <td>Determination as to whether prior approval is required for the erection of an agricultural building</td> <td>09/04/2024</td> <td>Pending</td> </tr> <tr> <td colspan="5">Updates</td> </tr> <tr> <td>2024/1685/FUL</td> <td>48 Blacksmiths Way, Hartwell NN7 2HY</td> <td>Supply and install of step lift to assist the house owner with wheelchair access</td> <td>26/03/2024</td> <td>Pending</td> </tr> <tr> <td>2024/1195/FUL</td> <td>Laurel Cottage, 2 Forest Road, Hartwell, NN7 2HE</td> <td>First floor extension to form ensuite</td> <td>25/02/2024</td> <td>Approved</td> </tr> <tr> <td>2024/1080/FUL</td> <td>23 Ashton Road Hartwell</td> <td>Extension of existing dropped kerb to accommodate additional parking on driveway</td> <td>26/02/2024</td> <td>Pending</td> </tr> <tr> <td>2024/0806/FULL</td> <td>Land east of Forest Road Hartwell</td> <td>Full Planning Permission Erection of 2 no 4 Bedroom Dwellings</td> <td>08/02/2024</td> <td>Approved</td> </tr> </table> <p>Discuss Local Plan Consultation and Land off Park road – Draft response circulated prior to meeting, all agreed it should be submitted. Consultant to attend June meeting re Land off Park Road.</p> <p>Several condition change applications can be viewed at https://snc.planning-register.co.uk under Hartwell Parish Council</p>					Planning					New					2024/2167/FULL	Mount Pleasant 5 Forest View, Hartwell	Single Story wrap around extension, change of first floor windows at rear and side	10/4/2024	Pending	2024/2146/PND	Land South West of Forest Road, Hartwell	Determination as to whether prior approval is required for the erection of an agricultural building	09/04/2024	Pending	Updates					2024/1685/FUL	48 Blacksmiths Way, Hartwell NN7 2HY	Supply and install of step lift to assist the house owner with wheelchair access	26/03/2024	Pending	2024/1195/FUL	Laurel Cottage, 2 Forest Road, Hartwell, NN7 2HE	First floor extension to form ensuite	25/02/2024	Approved	2024/1080/FUL	23 Ashton Road Hartwell	Extension of existing dropped kerb to accommodate additional parking on driveway	26/02/2024	Pending	2024/0806/FULL	Land east of Forest Road Hartwell	Full Planning Permission Erection of 2 no 4 Bedroom Dwellings	08/02/2024	Approved
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1084/2024	Updates – Discussion of matters not otherwise on the agenda for information sharing only. a) Highways (including Street Lighting) and footpaths around the village future reporting. (Clerk).																																																	
1085/2024	Correspondence/communication: To consider any received as listed below or prior to meeting. Clerk read 2 pieces of correspondence to council (Clerk shared correspondence received from resident re speeding and reply that has been sent)																																																	
1086/2024	Community Centre Update (Cllr Williams) 6th June event, please all that can attend do so																																																	
1087/2024	War Memorial – Re-dedication Ceremony Event was success. Thanks for all that attended.																																																	
1088/2024	Date of next meeting Tuesday 18th June 2024, 7.30pm																																																	
	Meeting Closed at 20.27pm																																																	

Copies of all council papers are available on request. Requests should be made to the clerk at least 48 hours prior to when they are required.