



MINUTES OF THE PARISH COUNCIL MEETING

Wednesday 16th September 2020, 7pm remote meeting via MS Teams

Present: Parish Councillors Hugo Cubitt (Chairman), Paul French, Tom Horsey, Kevin Rafferty, Alison Stent; Footpaths Warden Martin Carfrae; Clerk Susan Turner.

1. **WELCOME & APOLOGIES** Apologies PC Andy Reid
Thanks to Paul French for hosting the meeting.
- 2 **MINUTES OF PREVIOUS MEETING** of 21st July agreed and to be signed.
- 3 **DECLARATIONS OF INTEREST** in items on the Agenda – none.
- 4 **ALLOTMENTS**
 - 4.1 **Allotment holders** Plot layout see **APPENDIX I**.
 - 4.2 **Allotment renovation project**

AGREED 'Renovation project' – restoration, new plot and new fencing to be ready for spring.

 1. Old plots need to be worked over and brought to reasonable state for cultivation.
 2. Overshading trees need to be cut back (may need TCA application).
 3. New plot may be needed to replace Plot 2 (mostly trees).
 4. New fencing – suggested five-foot mesh dug a foot into the ground or as far as can reasonably go. Up to tenants if they wish to add more to deter deer.

NOTED Tenants of Plot 7 done much of the clearing work themselves, digging manually and removing to compost.

AGREED To allocate £1K 'project' budget to the allotments and seek grant funding.

 - 4.3 **Allotment agreement**

AGREED Updated version 2020 see **APPENDIX II**.
- 5 **VILLAGE HALL GROUNDS**
 - 5.1 **Playground**
 - i Inspection Thanks to Kevin Rafferty for checking the playground during lockdown and for recent Inspection **APPENDIX III**. Also for removing plastic bottles and other rubbish and emptying the bin. Also thanks to the Village Hall and caretaker Jayne Norman for allowing use of the main village hall bin.
 - ii Grounds maintenance Noted that the rough 'nettle area' beyond the play equipment is due to be strimmed as part of Martin Gosling's maintenance contract.

NOTED Whether BDBC usually empty the bin? Clerk to check.
 - 5.2 **Tennis courts** The Parish Council has received 15 requests from parishioners for the code to use the courts. Also three requests from Old Basing residents.

AGREED The courts are underused and, while this is the case, it makes sense to offer a subscription to residents of neighbouring parishes on first come first served basis.

Noted that moss isn't growing at present, the more use the courts used the better.
- 5.3 **Chineham Tigers** lost their playing season from March to June due to COVID. However, with fewer families away, they helped make up with additional tournaments and friendlies over the summer.
- 5.4 **Recreation ground – plastic bottle and litter** The Parish groundsman has made particular comment about plastic bottles being left on the recreation ground. Chineham Tigers reported that 'we do a sweep of the field after training and matches for rubbish. The team bring reusable named bottles and our refreshments stall does not sell plastic bottled drinks. We have also noted an increase in litter and have on

occasion had to remove bottle tops, glass, cans, from the pitch when we walk it and fill in the rabbit holes pre-game, but it has not been a major issue.'

Noted that use of the Village Hall grounds as a casual meeting place has increased while many other venues have been restricted. Hopefully this should decrease with 'normal' use resuming and schools reopening.

- 5.5 Pavilion Water meter** Ref Castle Water 18th August: 'Any supply not residential considered commercial: fixed charge is £47.71 for year. Meter is under 18 x 24 inch cover in the verge of village hall driveway (furthest pit). Meter Serial no 820 954 93. Acc/name "Mapledurwell/Up Nately Council" (New toilets adjacent to village hall).'

6 PLANNING & TREES

- 6.1 See APPENDIX IV** for current applications relating to the Parish.

6.1 Applications considered since last meeting

20/02124/FUL (Validated 5 Aug) The Egg Yard, Greywell Road, Mapledurwell.

Construction of 2 x three-bedroomed chalet bungalows. Replacement application for 19/02594/FUL withdrawn last year. Parish Council raised concern re impact on existing businesses and the adjacent SSSI, Mapledurwell Fen. **APPENDIX V**

20/02087/GPDOFF (Validated 3 Aug) Riverview House, London Road. Notification of proposed change of use from Class B1(a) office to Class C3 residential, consisting of 8 x one-bed flats. Noted permitted development application but Parish Council requested mixture 1, 2 & 3-bed and consideration for impact on R Lyde and SSSI.

20/01723/FUL (Validated 29 June) Brockwell (Paddock and Stable) Andwell Lane.

Erection of 8 dwellings with new service road and improved access from the highway. Parish Council expressed concern re domestic intrusion into rural landscape, impact on ancient woodland, wildlife corridors, Lyde. In particular discharge from treatment plant and surface water runoff into River Lyde.

NOTED Hampshire and Isle of Wight Wildlife Trust no longer employ anyone whose role is to respond to planning applications. HIWWT expressed frustration re insufficient resources; up to Parish, residents, to raise concerns with the LPA.

20/01675/FUL (granted 9 September) Parrotts, Greywell Road, Mapledurwell – Similar application to that already approved for lifetime dwelling, but for demolition and rebuild rather than 'conversion'. Parish Council response – No objection.

- 6.2 Parish Tree Applications (TCA)** Thanks to Parish Tree Warden John Mclean for tree application response recommendations.

- 6.3 Local Plan Update** Public consultation on Issues and Options document will be six weeks from 28 September to 4pm on 9 November. Also published for comment will be Promoted sites document, Settlement Study (Part 1), Site Assessment Methodology, Sustainability Appraisal Scoping Report.

- 6.4 'Upper Swallick'** Stanhd flyer delivered with September *Villager*. Details of how to buy the banners are on the Parish Council website. Stanhd Petition needs 4,000 signatures to prompt discussion at BDBC Full Council meeting of 15th October.

- 6.5 White Paper** CPRE 'letter to MPs' circulated. To include in Village. **APPENDIX VI**

7 HIGHWAYS AND RIGHTS OF WAY

- 7.1 Footpaths wardens course** Martin Carfrae (Parish Footpaths Warden) and Kevin Rafferty attended a (FOC) course run by Gemma Clinch, HCC Countryside Services Community Liaison Officer. Gemma is working hard to recruit a team of volunteers North-Hants wide – which requires a measure of commitment from the volunteers. Kevin and Martin are both content to volunteer independently for Mapledurwell & Up Nately. They reported a very good course with information on ROW responsibilities.

- 7.2 Hatch cycle path** The length of the 'Old Greywell Road' remains an adopted Highway – a 'U-road' (unclassified) and comes under the responsibility of Hampshire

Highways. Regarding maintenance it is to be considered as any other 'road', other than it is now blocked off to motor vehicles. Clerk to check with Highways if it has a current maintenance plan. Clearing fly tipping is the responsibility of BDBC. Hedges bordering the 'road' remain the responsibility of the adjacent landowner – to north (Hollies) Sovereign Housing Association Ltd, to south (Hatch Industrial Park) BNP Paribas Depositary Services Ltd and BNP Paribas Depositary Services (Jersey) Ltd.

7.3 Direction sign at Mapledurwell pond. Permission received from Highways to restore the lettering (presently black stickers) – unlikely to be a HCC priority in near future. Plastic wrapping suggested. Clerk to obtain estimates. The signs can be taken down if needed, Highways requested to be advised.

7.4 Highways organisational restructuring will create just two Hants Highways Areas (N & S) from 1st October. Dan Beasant is moving to Basingstoke Town. Also have a new Local Highways Engineer as Grish Lohani has already left.

8 FINANCE

8.1 Payments approved since last meeting

15	PGGM spraying picket fence	£105.60
16A	ST for Natural Gardener - LWT- trial	
16B	ST for Natural Gardener - LWT- 5 gall	£80.83
17	Martin Gosling AUG 2020 contract SO	£327.87
18	Alton Pumps - electrical Maple Pond	£576.00
19	Martin Gosling 2020 contract increase	£78.72
20	Alton Pumps - new pump & installation	£1,404.00
21	HantsWildlifeTrust for FrogLane survey	£116.00
(replacement for 2019/20 cheque not cashed)		

8.2 Payments for approval

22	PF for Moles – allotment bolt	£17.24
23	Martin Gosling contract SO September	£327.87
24	Clerk Salary Aug / Sept	£631.20
25A	ST for Land Registry – Eastmoor Copse (north Oak Tree Cott's) £6	
25B	ST for Land Registry – Land by Up Nately Pond (TPOs) £6	
25C	ST for Land Registry – North Hatch Cycle Path £6	
25D	ST for Land Registry – South Hatch Cycle Path £6	£24.00

8.3 Income Friends donation of £1,200.00

8.4 Accounts to date see **APPENDIX VII**

8.5 Audit The AGAR (Annual Governance & Accountability Return) forms as agreed last meeting, signed and posted on website **APPENDIX VIII**. Internal audit rescheduled for w/c 21st September.

9 FURTHER UPDATES & REPORTS

9.1 BDAPTC minutes 30th July circulated, diary date next meeting 29th October.

9.2 Fires at Priory Farm Smoke affecting Water End. Particularly from 11th August to date, fires reported almost daily, continuing overnight. At times acrid smoke. In breach of terms of waste licence – licence to burn but not for imported material. Previously reported for bonfires south side of Greywell Road in quarry. **APPENDIX IX**

NOTED BDBC Environmental Health and Environment Agency have been contacted.

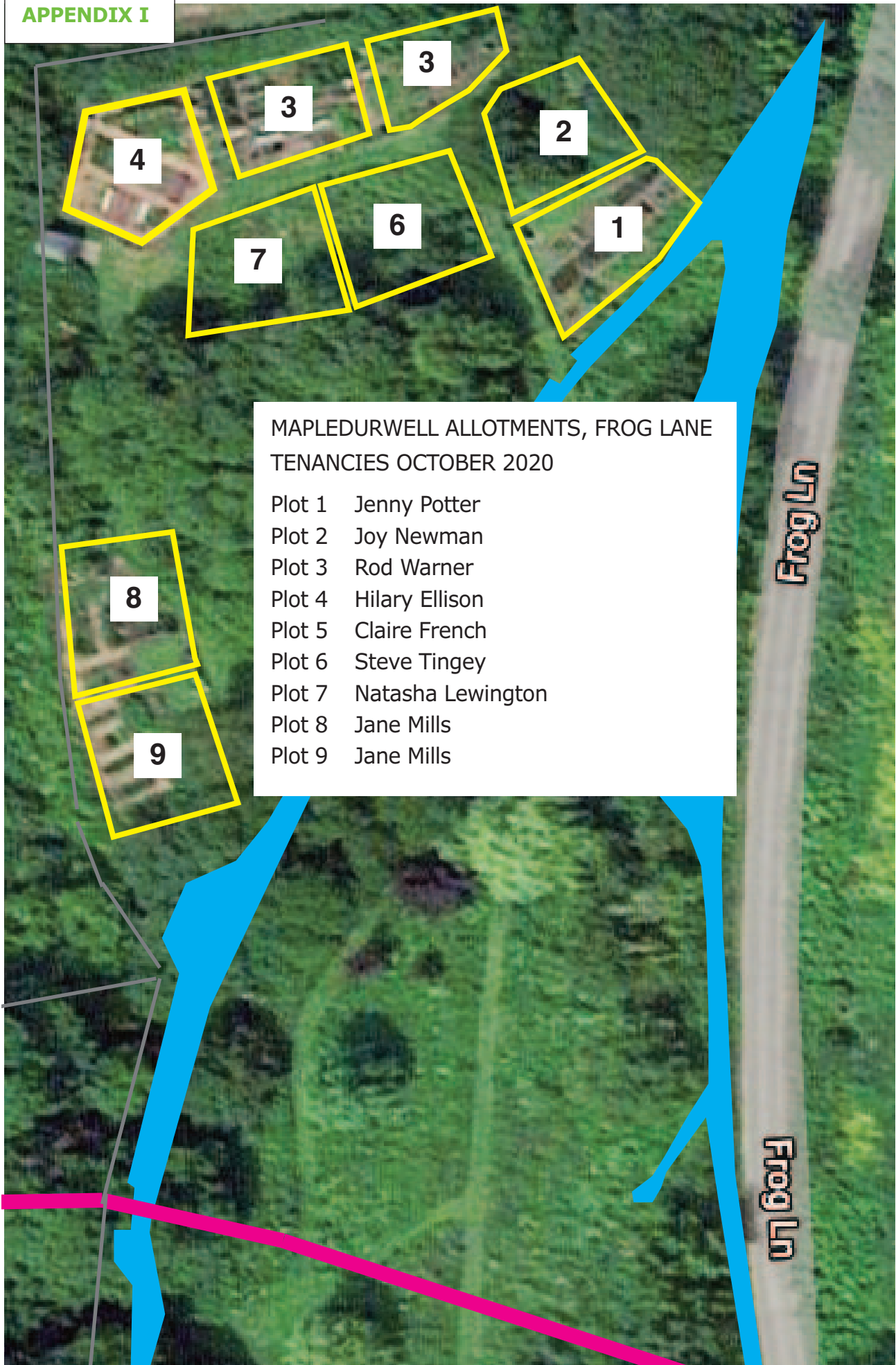
9.3 Mapledurwell pond Presently dry, and silted up. Plan to clear out next year.

9.4 Bonfire & Fireworks To go ahead providing complies with Covid guidance. Clerk to notify insurance.

10 NEXT PARISH COUNCIL MEETINGS Wednesday 18 November, 7pm

Meeting closed at 8.30 with thanks to all present

APPENDIX I



**MAPLEDURWELL ALLOTMENTS, FROG LANE
TENANCIES OCTOBER 2020**

Plot 1	Jenny Potter
Plot 2	Joy Newman
Plot 3	Rod Warner
Plot 4	Hilary Ellison
Plot 5	Claire French
Plot 6	Steve Tingey
Plot 7	Natasha Lewington
Plot 8	Jane Mills
Plot 9	Jane Mills

APPENDIX II.I

Mapledurwell & Up Nately Parish Council

ALLOTMENT TENANCY AGREEMENT

AN AGREEMENT made on the 3rd October 2020

BETWEEN MAPLEDURWELL & UP NATELY PARISH COUNCIL (the Council) and the allotment holder [NAME], [ADDRESS] (the Tenant).

The Council agrees to let, and the Tenant agrees to take on a yearly tenancy, the allotment numbered PLOT ... on the Council's allotment site at Frog Lane, Mapledurwell RG25 2LJ (as shown in the Annex to this Tenancy Agreement), and subject to the following agreements:

- 1 The Council agrees:
 - a. that the Tenant acting in compliance with the Agreement may use and enjoy the allotment without any interruption by the Council or any agent of the Council.
- 2 The Tenant agrees to pay:
 - a. on the commencement of this tenancy, a deposit of £50 to be held by the Council and returned at the end of the tenancy where the plot is surrendered in suitable condition (any costs incurred by the Council in restoring plots to an acceptable standard shall be taken from the deposit held by the Council);
 - b. a rent of £20 per year or part year in every year (1st October to 30th September) during the continuance of the tenancy, and
 - c. an equal share of the water bill between allotment holders.
- 3 The Tenant agrees that they shall:
 - a. keep the allotment in reasonable condition, and to keep any pathway on or abutting the allotment reasonably clean and tidy;
 - b. notify the Council of any change of address of the Tenant;
 - c. ensure dogs taken onto the allotment site are under control at all times;
 - d. use the mains water supplied to the site in reasonable quantities, comply with drought orders, and ensure taps are not left on unattended;
 - e. ensure that the mains water on their allotment is protected from frost during the winter months;
 - f. permit representatives of the Council to enter and inspect the allotment, and
 - g. yield up the allotment at the termination of the Tenancy in reasonable condition in compliance with this Tenancy agreement.
- 4 The Tenant agrees that (unless agreed otherwise in writing with the Council) they shall not:
 - a. underlet, assign, or part with the possession of the allotment, or of any part of it;
 - b. cause or permit any nuisance or annoyance to the occupiers of any other allotment, or obstruct or encroach on any path or roadway set out by the Council for the use of the occupiers of the allotment site;
 - c. sell, or carry away any mineral, gravel, sand, earth, or clay;
 - d. cut or prune any trees on the allotment, the allotment site or in any adjoining land – with the exception of the pruning of allotment-grown fruit trees and bushes,
 - e. erect any barbed wire or light any bonfires;
 - f. erect any shed-like structures or any notice or advertisement;
 - g. deposit or allow any other person to deposit – on the allotment, the allotment site or in any adjoining land – any refuse or decaying matter (except manure and compost on the allotment in such quantities as may reasonably be required for use in cultivation), or
 - h. keep any animals or livestock upon the allotment.

continued...

Clerk, Susan Turner

2, Ash Cottages, Newnham Road, Newnham, Hook, Hants RG27 9AF
Tel 07515 777060 email clerk.mapledurwellupnately@parish.hants.gov.uk

APPENDIX II.II

Mapledurwell & Up Nately Parish Council allotment agreement continued

- 5 The Council holds no responsibility for injury, or loss or damage to goods, as a result of wildlife or human endeavour; nor liability for any costs, damage or injury incurred as a result of theft, vandalism, extreme weather conditions or storm damage.
- 6 Nothing in this Agreement affects the Tenant's statutory rights under the Allotments Act 1966.
- 7 This Tenancy may be terminated:
- a. by the Tenant, at any time after giving at least one month's notice;
 - b. by the Council, at any time after giving one month's notice in writing to the Tenant,
 - i. it appears to the Council that there has been a breach of the Tenancy Agreement;
 - ii. a plot is completely uncultivated;
 - c. by the Council, at any time after giving at least six months' notice expiring on or before 30th September in any year.
- 8 Any notice from the Council to the Tenant may be signed on behalf of the Council by the Clerk and may be served on the Tenant either personally, or to his or her last known address, or by fixing the notice in a conspicuous manner at the allotment.
- 9 Any notice from the Tenant to the Council shall be sufficiently served if signed by the Tenant and sent by post or email to the Clerk.

SIGNED Tenant

SIGNED..... Clerk to the Council

APPENDIX III

Playground Routine Inspection - Mapledurwell Village Hall/Recreation Area

Date: 20/09/2020

Time: 06.25

Fencing: Three of the fencing staves were loose and I have nailed them back on.

Litter Bins: I collected random items of rubbish, mainly plastic bottles. The area is now clear of rubbish. The bin inside the fenced area has some items of rubbish in it which I was unable to empty.

Signage: Legible and clean (No Dogs, and Coronavirus advice)

Swings (1): In good condition, surfacing in good condition

Swings (2): In good condition, surfacing in good condition_

Rotating Item: In good condition, surfacing in good condition

Rocking Items (2): In good condition, surfacing in good condition

Slide: In good condition, now that the equipment is being used again, there are only a few seedling growing through the bark surfacing.

Climbing & Agility Items: In good condition, now that the equipment is being used again, there are only a few seedling growing through the bark surfacing.

Balance Beams & Stepping Logs: In good condition

Seating: the bench and the pic-nic table are in good condition

The guard rails between the swings are clean and in good condition

The area beyond the playground items, furthest from the village hall, is a little overgrown, but the nettles will be mown with the next regular cut.

Signature:

Name of Inspector: K M Rafferty

APPENDIX IV – PLANNING APPLICATIONS

Planning update 16 Sept 2020

T/00450/20/TCA (**Tree Warden Response-no objection**, Validated 9th Sept) Mapledurwell Barn, Tunworth Road. T1 to T6 Leylandii – remove.

T/00374/20/TCA (**Approved 27 Aug**) The Willows, Greywell Road, Mapledurwell. T2 Ash: fell. T3 Ash: Pollard to leave a finished height of 4m and crown spread (radius) of 1.4m.

20/02124/FUL (**PC response submitted - Pending**, Validated 5 Aug) The Egg Yard, Greywell Road, Mapledurwell. Construction of 2no. three bedroom chalet bungalows.

20/02087/GPDOFF. (**PC response submitted - Pending**, Validated 3 Aug) Riverview House, London Road, Old Basing RG24 7JL. Notification of proposed change of use from Class B1(a) office to Class C3 residential, consisting of 8 x one-bed flats.

20/02126/OHL (**Granted 2nd Sept**) Nunnery House, Tunworth Road, Mapledurwell. Upgrade of existing pole gaining a height of more than 10%.

T/00346/20/TCA (**Approved 8 Sept**) Sakantha, Frog Lane. One Willow: Re-pollard leaving an approx finished height of 6m with a crown spread of approximately 5.5-6m.

T/00318/20/TCA (**Approved 24 Aug**) Lanterns, Tunworth Road Mapledurwell. Willow (T1) - Crown Reduction. Sycamore (T2) - Crown Lifting.

20/01675/FUL (**Granted 9th Sept**) Parrotts, Greywell Road, Mapledurwell. Demolition of existing agricultural building and erection of 1 no. single storey dwelling.

20/01723/FUL (**PC response submitted - Pending**, 29 Jun 2020) Brockwell (Paddock and Stable) Andwell Lane, Andwell. Erection of 8 no. dwellings with new service road and improved access from the highway.

T/00290/20/TCA (**Approved 24 July**) The Willows, Greywell Road, Mapledurwell. T1 Ash: fell.

20/01350/LBC (**Pending**, Validated 23 June) Andwell Mill. Internal wall configurations

20/01257/HSE and 20/01258/LBC (**Granted 21 Aug**) Mead House, Heather Row Lane, Up Nately. Erection of two storey rear extension.

20/00901/FUL (**Refused 29th July**) Erection of a detached double garage. The Gamekeepers.

20/00060/HSE (**Pending, PC response submitted**, Validated: Tue 03 Mar 2020) The Farm, Tunworth Road, Mapledurwell. Proposed single storey rear extension.

T/00100/20/TCA (Approved 20th March, Validated 26 Feb 2020) Mapledurwell Allotments Frog Lane. T1: fell

T/00099/20/TCA (Approved 26th March, Validated 26 Feb) Webbs Barns, Tunworth Road, Mapledurwell. T1 Rowan: fell. T2 multi-stemmed Rowan, fell. T3 Cherry, fell. T4 Cherry, fell.

20/00153/FUL (**Pending, PC response submitted - Conservation withdrawn objection -** Validated 24 Jan) Elmwood, Heather Lane, Up Nately. Demolition of outbuilding and erection of 1 no. five-bed detached dwelling with associated access and landscaping.

20/00009/PIP (**Pending, PC response submitted - Validated: 03 Jan**) Nunnery House, Tunworth Road, Mapledurwell. Permission in Principle for conversion of an agricultural building to 1 no. dwelling.

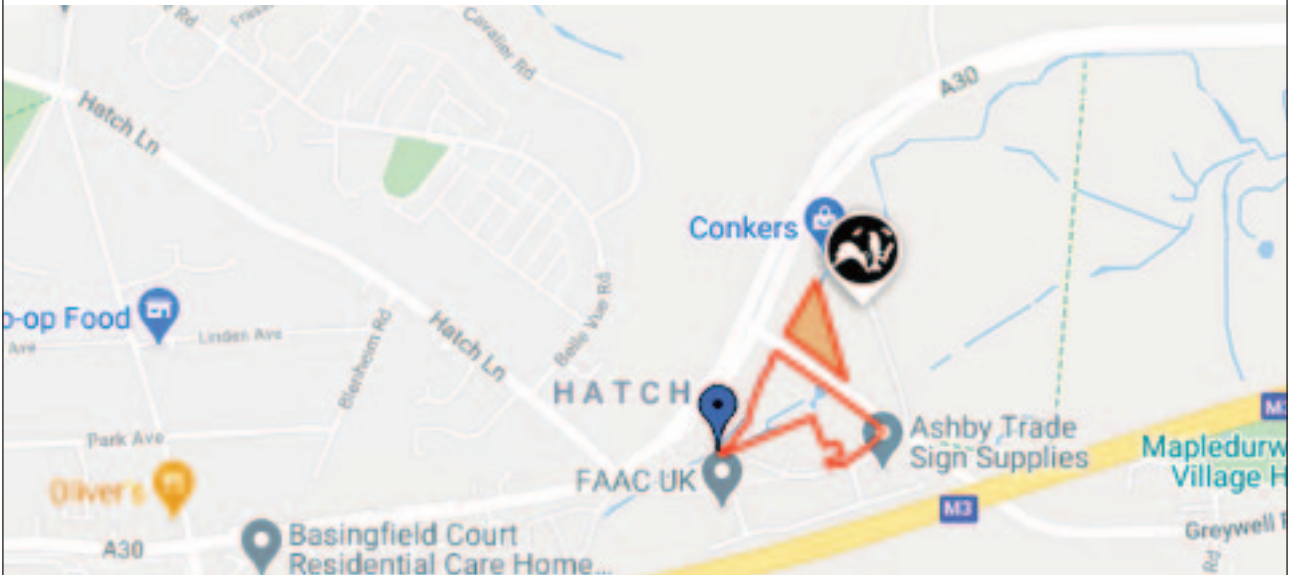
Old Basing application – Moto Motorway Service Area M3 J6

17/03487/FUL (**Pending**, Validated 02 Nov 2017)

(Note - WSP Technical note posted on BDBC website justifying Highways England's 'no objection subject to conditions' response. Winslade consultant apparently still of the opinion that outstanding issues remain to be addressed.) ???

APPENDIX V - MAPLEDURWELL FEN AND THE HATCH NATURE RESERVE

Reference Hampshire & Isle of Wight Wildlife Trust



<https://www.hiwwt.org.uk/nature-reserves/mapledurwell-fen-and-hatch-nature-reserve>

Mapledurwell Fen – A small fen teeming with rare plants

This fen is only accessible with a permit, but the hatch is open access.

Rare fen plants have found a haven at Mapledurwell Fen and The Hatch, the last fragment of what was once Mapledurwell Common. Flora like the delicate marsh helleborine, bog pimpernel and ragged robin are some of the reasons why this patch has been described by botanists as the 'richest half acre of Hampshire'.

APPENDIX VI

PLANNING
WHITE PAPER

From the Wildlife Trusts' website
<https://action.wildlifetrusts.org/>

'We're pleased to see some ambitious ideas in the Planning White Paper, but key concerns are:

1. *New Zones will not reverse nature's decline nor integrate it into people's lives.* Nature will be built over in the Growth area, overwhelmed in the Renewal area, and not actively helped in Protected areas – where wildlife is already struggling.
2. *Inadequate nature data means poor decisions about zones leading to potentially catastrophic impacts for wildlife sites.*
3. *The bias will be towards permitting new developments in principle, and allowing much more of it.* Government's 25-year Plan for the Environment committed to put the environment at the heart of planning and development. These proposals are failing that ambition, driven by economic growth and building (at speed) rather than considered Place-making.
4. *Simplifying Environmental Impact Assessments designed to save nature, where it still exists, will weaken protections and threaten nature's ability to survive and recover.* The reforms allow less opportunity to influence individual development proposals.
5. *Failure to address the climate, ecological and health emergencies together.* Restoring and creating wild places across all Zones would ensure carbon-storing habitats that help tackle climate change and provide access to nature to improve people's lives.

The Wildlife Trust website has a form to respond directly to the PWP Consultation.
<https://action.wildlifetrusts.org/page/66900/action/1#action>

'Nature's recovery should be part of planning changes' Our vision for a planning system for a wilder future, is guided by the following principles:

1. Wildlife recovery and people's easy access to nature must be put at the heart of planning reform by mapping a Nature Recovery Network
2. Nature protection policies and standards must not be weakened, and assessment of environmental impact must take place before development is permitted
3. Address the ecological and climate crises by protecting new land put into recovery by creating a new designation – 'Wildbelt'.
4. People and local stakeholders must be able to engage with the planning system.
5. Decisions must be based on up-to-date and accurate nature data.'

<https://www.gov.uk/government/consultations/planning-for-the-future>



Open consultation Planning for the future

Published 6 August 2020

From: Ministry of Housing, Communities & Local Government.

Summary: Consultation on proposals for reform of the planning system in England.

This consultation closes at 11:45pm on 29 October 2020

LETTER TO ALL HAMPSHIRE MPS FROM CPRE HAMPSHIRE



Dear [Hampshire MP]

We wanted to get in touch early in the consultations for the Planning White Paper (PWP) (deadline 29th October) and the accompanying Changes to the Planning System (C2PS) (deadline earlier 1st October), so that we could let you know of our concerns and those of our many members.

CPRE Hampshire was recently party to a meeting with Robert Jenrick MP and he confirmed that he was listening to CPRE's long experience of planning and our wisdom and views were much appreciated.

There are many aspects of the PWP that we would support. The ambition to bridge the generational divide; the emphasis on strict design codes; the commitment to streamlining the Local Plan process and the determination to involve many more local people and their communities into the Planning process are all welcomed.

However, we also have substantial concerns about the proposals and many of them stem from the consequences of the algorithms used in the various calculations which may be unintended. These algorithms produce a number of distortions which fundamentally undermine the stated intentions of the Govt's proposals. These proposals would:

1. Transfer development from urban to rural areas.

The proposed new standard method (para 30 of the C2PS) would shift housing numbers from the cities to the rural districts. In Hampshire, there would be increases in Winchester by 58%, East Hants by 50%, Test Valley by 40%; and decreases in Southampton by 17%, Portsmouth by 14%.

This cannot be consistent with the stated aims of achieving sustainable development and maximising re-use of brownfield land. It also does not account for any constraints in terms of National Parks, other designations, nor water resources, or access to public transport hubs. In Hampshire, these are critical.

2. Make housing in Hampshire even less affordable

The algorithm used to calculate the adjustment/affordability factor (para 32 of the C2PS) creates a built in incentive for developers to continue to build more houses at a price above the median price because this would ensure that the LPA is then required to allocate even more land for even more homes. The effect will be to make the average house even less affordable for the younger generation.

3. Deprive the most disadvantaged regions of investment

The algorithm used to calculate the Infrastructure Levy will distort the geographic distribution of investment. The way it is currently structured, the vast majority of the investment will accrue to the richest areas of the country. The more deprived areas of the country will yet again be disadvantaged.

But the overwhelming flaw that our members see in the proposals is that the changes proposed are not necessary to meet the Govt's stated target.

According to the PWP, the Govt is committed to meeting 'the national housebuilding target of 300,000 new homes annually, and one million homes by the end of the Parliament'. But this can be achieved without these reforms. At present, there are one million homes that already have planning permission that have not been built. In order to meet the target that Govt has set and to address, with urgency, the major issue of the generational divide, we believe that the focus of Govt action should be to ensure that these existing planning permissions are built out immediately. The low absorption rates identified in the Letwin report should no longer be tolerated.

We would welcome an opportunity to discuss these points further with you...

Yours sincerely, Dee Haas, Chairman

APPENDIX VII.I – ACCOUNTS TO DATE

EXPENDITURE 2020/21 -06 SEPT																
		Payments		Salary	Finance Admin	Expenses	publish information	Maintenance				Allotments	Pavilion WATER	Projects	VAT	TOTAL
Date	Description	method	No					Grounds	Play							
28/04/20	Martin GoslingApr 2020	SO	1					£273.23							£54.64	£327.87
28/05/20	Martin GoslingMay 2020	SO	2					£273.23							£54.64	£327.87
28/05/20	The Villager 2019/20	838c	3				£766.80									£766.80
12/06/20	CastleWater TW55 206 770 93 ???	DD	4										£80.07			£80.07
21/06/20	Came& Co - Insurance	839c	5		£1,138.84											£1,138.84
21/06/20	PGGM cleaning play equip etc	840c	6a						£88.00						£17.60	£105.60
	PGGM replacing posts-picket fence		6b						£377.00						£75.40	£452.40
	PGGM allotment CP - digger+materials		6c									£1,130.00			£226.00	£1,356.00
29/06/20	Martin GoslingJune 2020	SO	7					£273.23							£54.64	£327.87
29/07/20	Martin GoslingJuly 2020	SO	8					£273.23							£54.64	£327.87
31/07/20	ICO - Data Protection	DD	9		£35.00											£35.00
14/08/20	CR for Naturescape Ltd - FrogLn-Stream	BACS	10											£612.46	£121.76	£734.22
14/08/20	HALC (+NALC) subs(online-rate)	BACS	11		£273.59											£273.59
14/08/20	HC for A1 Lawn (moss killer)	BACS	12a							£41.62					£8.33	£49.95
	HC for Screwfix - tennis - padlock		12b.i							19.16					£3.83	
	HC for Screwfix - tennis - yard brush		12b.ii							5.83					£1.17	
	HC for Screwfix - brush stale x 1		12b.iii							1.66					£0.33	£31.98
	H for B&Q - allotment padlock & chain		12c									£22.36			£4.48	£26.84
14/08/20	Clerk - allowable expenses 2019/20	BACS	13			£216.00										£216.00
14/08/20	Clerk - salary Apr-May 2020	BACS	14a	£629.23												£629.23
14/08/20	Clerk - salary June-July 2020	BACS	14b	£629.23												£629.23
14/08/20	PGGM spraying picket fence	BACS	15						£88.00						£17.60	£105.60
14/08/20	ST for Natural Gardener - LWT- trial	BACS	16a						£18.90							
14/08/20	ST for Natural Gardener - LWT- 5 gall	BACS	16b						£61.93							£80.83
29/08/20	Martin GoslingAUG 2020	SO	17					£273.23							£54.64	£327.87
03/09/20	Alton Pumps - electrical Maple Pond	BACs	18								£480.00				£96.00	£576.00
03/09/20	Alton Pumps - new pump & installation	BACs	19								£1,170.00				£234.00	£1,404.00
03/09/20	Martin Gosling 2020 contract increase	BACs	20					£65.60							£13.12	£78.72
03/09/20	HantsWildlifeTrust for FrogLane survey	BACs	21											£116.00		£116.00
17/08/20	Clerk - salary August 2020	SO	22													
17/08/20	ST for land registry	BACs	23													
2020/21	Village Hall meeting room hire (contra)				£5.00											£5.00
TOTAL				£1,258.46	£1,452.43	£216.00	£766.80	£1,431.75	£633.83	£68.27	£1,650.00	£1,152.36	£80.07	£728.46	£1,092.82	£10,531.25

£10,531.25

APPENDIX VII.II – ACCOUNTS TO DATE

INCOME 2020/21 -16 SEPT													
Balance brought forward from April 1st 2020												£9,147.03	
Date	Description	Precept	VH Insurance	UN POND	Rec / grass cutting	Grants Other	Refund	Allot-ments	VH contra	Bank interest	VAT reclaim	TOTAL	
27/04/20	Half precept	£4,866.00											
	BDBC - Grass cutting grant				£1,183.00							£6,049.00	
16/07/20	Friends donation					£480.00						£480.00	
04/09/20	HIWWT-cheque not cashed						£116.00					£116.00	
04/09/20	Friends donation					£1,200.00						£1,200.00	
14/09/20	Half precept	£4,866.00										£4,866.00	
15/09/20	Chineham Tigers				£636.00							£636.00	
16/09/20	VAT RECLAIM										£1,638.72	£1,638.72	
	Village Hall insurance		£741.23									£741.23	
	Elaine Grant							£500.00				£500.00	
2020/21	Bank Interest									£0.23		£0.23	
2020/21	Village Hall Hire (contra)								£5.00			£5.00	
TOTALS		£9,732.00	£741.23	£0.00	£1,819.00	£1,680.00	£116.00	£500.00	£5.00	£0.23	£1,638.72	£16,232.18	
												£16,232.18	
Receipts and Payments Summary						Bank reconciliation			Net Interest 2019/20				
Start balance		£9,147.03		Business bank access		£12,254.70		April		£0.04		Oct	
Plus Income		£16,232.18		Treasurer's (cheque)		£1,352.03		May		£0.04		Nov	
Less Expend		£10,531.25		TOTAL ACCOUNTS		£13,606.73		June		£0.04		Dec	
End balance		£14,847.96		plus income outstanding		£1,241.23		July		£0.04		Jan	
								August		£0.03		Feb	
								Sept		£0.04		March	
				BALANCE		£14,847.96						Total	
												£0.23	

£16,232.18

Receipts and Payments Summary

Start balance	£9,147.03
Plus Income	£16,232.18
Less Expend	£10,531.25
End balance	£14,847.96

Bank reconciliation

Business bank access	£12,254.70
Treasurer's (cheque)	£1,352.03
TOTAL ACCOUNTS	£13,606.73
plus income outstanding	£1,241.23
BALANCE	£14,847.96

Net Interest 2019/20

April	£0.04	Oct
May	£0.04	Nov
June	£0.04	Dec
July	£0.04	Jan
August	£0.03	Feb
Sept	£0.04	March
Total	£0.23	

TREASURERS ACCOUNT 30-90-53 00320474
PARISH CNCL OF MAPLEDURWELL/UP NATELY

£ 1,352.03 Current balance

£1,352.03 Available funds ?

INTERNATIONAL PAYMENTS – LIMIT INCREASED FROM £75,000 TO £100,000 PER DAY >>

View statement >

Payments and transfers >

More actions >



Open a business savings account with as little as £1

Start saving >

A straightforward account you can access anytime – with an Instant Access Savings Account you could build a cash flow buffer to support your next step.

BUS BANK INSTANT 30-90-53 02887900
PARISH CNCL OF MAPLEDURWELL/UP NATELY

£ 12,254.70 Balance

View statement >

Payments and transfers >

More actions >

APPENDIX VIII.I

Certificate of Exemption – AGAR 2019/20 Part 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2020, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2020 and a completed Certificate of Exemption is submitted no later than 30 June 2020 notifying the external auditor.

MAPLEDURWELL & UP NATELY PARISH COUNCIL

certifies that during the financial year 2019/20, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2019/20: **£15,044**

Total annual gross expenditure for the authority 2019/20: **£14,357**

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Part 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2016
- In relation to the preceding financial year (2018/19), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 6 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either by email or by post (not both)**.

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on a public website* before 1 July 2020. **By signing this certificate you are also confirming that you are aware of this requirement.**

Signed by the Responsible Financial Officer

Date

22/06/2020

I confirm that this Certificate of Exemption was approved by this authority on this date:

20/05/2020

Signed by Chairman

Date

22/06/2020

as recorded in minute reference:

8.1

Email of Authority

clerk.mapledurwellupnately@parish.hants.gov.uk

Telephone number

07515 777060

*Published web address

<http://www.mapledurwellupnately.co.uk/>

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2020. Reminder letters incur a charge of £40 +VAT

APPENDIX VIII.II

Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

MAPLEDURWELL & UP NATELY PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that:

	Agreed		‘Yes’ means that this authority
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority’s accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓
			<i>has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.</i>

*For any statement to which the response is ‘no’, an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

21/07/2020

and recorded as minute reference:

6.1.ii.1

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

APPENDIX VIII.III

Section 2 – Accounting Statements 2019/20 for

MAPLEDURWELL & UP NATELY PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
1. Balances brought forward	8,774	8,460	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	8,999	9,269	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	4,753	5,775	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	3,120	3,120	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	10,946	11,283	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	8,460	9,147	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	8,460	9,147	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	116,481	99,447	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets.
		✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority. Signed by Responsible Financial Officer before being presented to the authority for approval

Date

21/07/2020

I confirm that these Accounting Statements were approved by this authority on this date:

21/07/2020

as recorded in minute reference:

6.1.ii.2

Signed by Chairman of the meeting where the Accounting Statements were approved

APPENDIX VIII.IV

Mapledurwell & Up Nateiy Parish Council		
2019 / 20 Bank Reconciliation - AUDIT SHEET		
Receipts and payments summary		
1	Balance Brought Forward from 1st April 2019	£8,460.19
2	Plus Income 2019/20	£15,044.14
3	Less Expenditure 2018/19	£14,357.30
4	Balance to take over 31st March 2020	£9,147.03
Reconciliation 31st March 2020		
5	Business Instant Access	£982.47
6	Treasurers (Cheque)	£8,208.27
7	TOTAL ACCOUNTS	£9,190.74
8	Plus Income outstanding	£636.00
9	Less expenditure to clear	£679.71
10	Balance	£9,147.03
Notes		
11	Income outstanding at box 8 = Chineham Tigers cheque not banked	£636.00
12	Expenditure to clear at Box 9	
	Hants wildlife trust donation - Watercress beds vist/advice	£116.00
	Russell Price - allotment deposit returned	£43.71
	Clerk salary Feb/March	£520.00
	TOTAL	£679.71

Chairman 

23-7-20

Susan Turner, RFO 23rd July 2020

APPENDIX VIII.V

2019/2020 Audit Year Significant Variations - AUDIT SHEET					
Difference between current and previous year greater than both 10% and £100 in Section 1, boxes 2, 3, 4, 5, 6, 9 and 10					
	Item	Previous Year 2018/19	Current Year 2019/20	Difference	Diff %
1	Balance Brought Forward	£8,773.50	£8,460.19	£313.31	-3.57%
2	Annual Precept	£8,999.00	£9,269.00	£270.00	3.00%
3	Total Other Receipts	£4,753.44	£5,775.14	£1,021.70	21.49%
4	Staff Costs	£3,120.00	£3,120.00	£0.00	0.00%
5	Loan interest/capital repayments	£0.00	£0.00	£0.00	NA
6	Total other payments (excl salaries)	£10,945.75	£11,283.30	£337.55	3.08%
7	Balance carried forward	£8,460.19	£9,147.03	£686.84	8.12%
8	Total cash and short term investments	£8,460.19	£9,147.03	£686.84	8.12%
9	Total fixed assets and long term assets	£116,480.68	£99,446.68	£17,034.00	-14.62%
10	Total borrowings	0	0	0	NA
11	Trust funds	NA	NA	NA	NA
Box 3 Total other receipts					
Explanation for variation of		£1,021.70	2018/19	2019/20	Difference
Insurance- Village Hall contribution			£511.91	£642.26	£130.35
BDBC Grants			£1,252.00	£1,171.00	£81.00
Grant - County Cllr devolved budget			£0.00	£500.00	£500.00
Other grants / donations (Friends)			£2,167.25	£579.00	£1,588.25
Recreation - Football - Chineham Tigers pitch hire			£641.90	£636.00	£5.90
Allotments			£92.04	£0.00	£92.04
Returned funds			£83.10	£161.83	£78.73
Village Hall rent (contra arrangement)			£5.00	£5.00	£0.00
Vat reclaim			£0.00	£2,079.81	£2,079.81
Bank interest			£0.24	£0.24	£0.00
totals			£4,753.44	£5,775.14	£1,021.70
Box 9 Total fixed assets and long term assets					
Explanation for variation of		£17,034.00	2018/19	2019/20	Difference
Total fixed assest YE 2018/19 , t/o to 2019/20 =			£116,480.68	£116,480.68	0
Removal of Village Hall fixtures from this list				£20,127.20	£20,127.20
2019 additions to the list =					
Safe box (May 2019)				£1,005.00	£1,005.00
Frog Lane Fence (July 2019)				£1,953.20	£1,953.20
2 x Traffic advisory signs – men at work (July 2019)				£135.00	£135.00
totals			£116,480.68	£99,446.68	£17,034.00
Chairman	[Signature]		date 23-7-20	Susan Turner, RPO	date 23/07/20