

# Hatley Parish Council

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## DRAFT Minutes of the Extraordinary Meeting of Hatley Parish Council held in Hatley Village Hall on Monday 25th November 2024

PRESENT: Cllr Paul Kraus (Chair), Cllr Samantha Abbasi (Vice Chair), Cllr Harold Nickerson, Cllr Peter Hayward, Clerk to the Council Kim Wilde, and three members of the public.

### ACTION BY

1. WELCOME AND STATEMENT OF MEETING PROTOCOL  
Welcome only by the Chair.
2. APOLOGIES FOR ABSENCE  
Received from County Cllr Sebastian Kindersley.
3. INTERESTS
  - i. Declarations of interest: None received.
  - ii. Dispensation applications for items on this agenda: None received.
4. OPEN MEETING FOR MEMBERS OF THE PUBLIC TO ADDRESS QUESTIONS TO THE PARISH COUNCIL  
It was questioned why the draft minutes from the last meeting have not yet been published, with one month having passed since the last meeting date. The Clerk advised that the fourth and final Councillor had only provided comments in recent days and therefore the updated draft minutes would be available following this meeting. The Clerk confirmed having reminded the Parish Councillors of their duty to provide a timely response to the draft minutes, once shared.
5. PLANNING
  - i. The Parish Council considered planning application reference **24/04259/HFUL** for a two storey rear extension with Juliet balcony, rework of existing rear roof pitch, and alterations to fenestration at 53 East Hatley SG19 3JA. Cllr Abbasi invited the applicant to explain the purpose of the work. He explained the improvements and confirmed the application is identical to the one that was approved in 2021. He advised that concerns had been raised at the Parish Council meeting in 2021 about the expected impact caused by the contractors' vehicles being parked on the highway. This issue has discussed with neighbouring residents, one of whom has offered some occasional parking on their drive to help ease the problem. It is expected the work will take 3 months to complete. The Clerk read aloud the Planning Officer's approval summary from 2021 and noted the conditions having included the requirement for the work to commence within 3 years from the approval date. The Clerk also confirmed the Parish Council had recommended the application's approval in 2021. A member of the public asked the applicant whether

he must adhere to the new planning policy for 'biodiversity net gain' but he was not aware of this and expected such matters to be addressed by his agent. As there were no material changes to the planning application since its approval in 2021, **the Parish Council resolved to recommend the approval of this application once again.**

Clerk

- ii. There were no other planning matters to discuss.

## 6. WEBSITE

- i. The Clerk shared details of correspondence received from Pixsy relating to the use of a photograph without permission on the Hatley website, to include a request for payment to cover the cost of a retrospective licence that would be valid until November 2025. The Clerk confirmed having responded to Pixsy to request an extension to the deadline (6th December) to allow the Parish Council to fully consider the request and terms at a public meeting. An extension was granted but no date was specified.

One member of the public left the meeting.

- ii. The Councillors discussed possible next steps and agreed to send a letter to the photographer via Pixsy requesting the claim is reconsidered because the photo was used solely for the benefit of a local history page and not commercial purposes. Furthermore, an attempt had been made to credit the photograph but it was done so incorrectly, and no previous warning had been received. It was agreed that a small payment of apology should be offered to the photographer with confirmation the correct attribution would be used in future. If the apology payment is not accepted the NUJ rates must be provided by Pixsy to ascertain how their proposed fee was reached. Details of the claim have been intentionally omitted due to the private and confidential nature of the claim.
- iii. The Councillors discussed the use of images on the website and were satisfied that all attempts are being made by the webmaster to ensure that permissions are sought where necessary. Usually new pages to the website are checked by a second set of eyes before being published, but this had not been the case when the above-mentioned photo was added. The Clerk has spot-checked a number of pages on the website to ensure everything appears as it should and the webmaster is confident too. However, the webmaster warned that deleted data and images can still be found on the web so there will always be an element of copyright risks when placing any material online.

Clerk

## 7. PAYMENTS FOR APPROVAL

The **Parish Council resolved to approve** the following payments:

- i. *Kevin Isaaks* – Purchase of 100 x wheelie bin stickers – £120.00
- ii. *Society of Local Council Clerks* – Membership renewal 2025 – £110.00
- iii. *K Wilde* – Reimbursement for Village Hall supplies – £89.66

- iv. *K Wilde* – Reimbursement for purchase of replacement Clerk laptop – £369.00
- v. *K Wilde* – Reimbursement for purchase of printer ink cartridges - £41.99

8. CALCULATION OF BUDGET AND PRECEPT 2025-26 – FIRST DRAFT

The Clerk provided paper copies of the forecast 2024-25 and calculations for 2025-26 which were also shared by email ahead of the meeting. The Clerk provided an explanation for the project monies that have been ringfenced and suggested no change to the precept figure for the next financial year. The Councillors were invited to ask questions or make suggestions for changes, with a view to finalising and approving the budget and precept at the next ordinary meeting. The Chair queried the shortfall of funds relating to the needs of the play area project and the Clerk advised that further fundraising or third party grants will be required. A typing error on the sum allocated to the Local Highways Improvement project will be adjusted.

All

Clerk

9. TIME AND DATE OF NEXT MEETING  
7.00pm on Tuesday 21st January 2025.

10. TEMPORARY EXCLUSIONS FROM MEETING PROCEEDINGS

The **Parish Council resolved upon** the temporary exclusion of the press and public from meeting proceedings, under Section 1 of the *Public Bodies (Admissions to Meetings) Act 1960*, due to the business due to be transacted in item 11. relating to confidential matters of the Clerk's terms of employment.

Two members of the public left the meeting.

11. ANNUAL REVIEW OF THE CLERK'S TERMS OF EMPLOYMENT

The Clerk provided the Councillors with a summary of the recommended pay review issued by the National Association of Local Councils for the financial year 2024-25 and a proposal for new terms in line with her contract of employment. The Clerk left the meeting to allow the Councillors to reach their decision and to discuss ideas for the Clerk's annual appraisal, which is due to be held in December. The **Parish Council resolved to approve** NALC's recommendation and the proposed revision of the Clerk's terms.

Clerk/Chair

12. MEETING CLOSURE

The meeting was closed at 8.07pm.