



DOGMERSFIELD PARISH COUNCIL

NOTICE OF MEETING

To be held on
Monday 13th July 2015
7.30 pm
Dogmersfield Primary School

AGENDA

1	<p>Welcome & Apologies for absence</p> <p>Please note that a member of the public or person attending the Council meeting may record the meeting. Please make the Chairman and the Clerk aware of any intention to record the meeting before it commences.</p>	
2	Declaration of Interests – Current agenda	
3	Public Participation	
4	Approval of minutes of meeting held 8 th June 2015	Appendix 1
5	<p>Matters arising from minutes of 8th June 2015</p> <ul style="list-style-type: none"> To include consideration of outstanding action list 	
6	<p>Update on Employee Appraisal Process</p> <ul style="list-style-type: none"> To confirm date for Performance Review interview of employee. 	
7	<p>Finance & Regulatory Matters</p> <ul style="list-style-type: none"> To receive and approve financial statement of account from 1st – 30th June, confirm payments made in June and authorise any payments now due. To receive an update on the external audit by BDO To report on insurance claim 	RFO Appendix 2
8	<p>Planning</p> <ul style="list-style-type: none"> To report on current planning applications and confirmation of Parish Council responses To consider response to application 15/01046/HOU Erection of Car port at Forge Cottage To confirm Consultation submission on Electoral Boundary Review following circulation including any commentary from County Councillor Jonathan Glen Neighbourhood Plan – To report on progress/ information finding and determine the next steps To confirm rota for attendance at Oakford Homes exhibition of Church Lane proposal on 14th July. 	
9	<p>Environment and Rights of Way</p> <ul style="list-style-type: none"> To report on progress from current month visit by Community Payback Team and confirm work to be carried out To confirm date and scope of Goslings 2nd visit for village maintenance To discuss project work to footpaths in village To report on activities of Volunteer Day 	



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10	Highways <ul style="list-style-type: none"> To report any updates on Highways matters 	
11	Other matters to report <ul style="list-style-type: none"> (i) Community Liaison (ii) Training (iii) Website (iv) Newsletter – To agree timeline and content for upcoming issue 	
12	Crime and Disorder Act, section 17	
13	Next meeting date – September 14 th [N.B. no August meeting]	
14	Information sharing	

Notes and Appendices

Appendix 1 - Proposed resolution subject to discussion

It was resolved that the minutes of the meeting held 8th June 2015 (60/15 to 74/15) be accepted as a true record and they were signed by the Chairperson.

Proposed	Seconded	Against	Abstain	All in favour
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Appendix 2 – Proposed resolution subject to discussion

- (i) It was resolved that the statement of accounts be accepted as true and correct and payments therein listed be confirmed.

Proposed	Seconded	Against	Abstain	All in favour
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- (ii) The payments listed below are due/or will fall due for payment or for consideration for payment as required:

- a) July 2015 Clerk Salary payment £397 due 20th July
 - b) August 2015 Clerk Salary payment £397 due 20th August
 - c) Community Payback Team £75 for July visit
 - d) Community Payback Team £75 for August visit
 - e) HALC Training course £108 attended by JT
 - f) HALC Training course £42 attended by CI
 - g) Expenses associated with Training Course attended by CI £32.85
 - h) Goslings 2nd visit for village maintenance £648
- i) Expenses incurred by GL for PGN CPT works £23.98

Proposed	Seconded	Against	Abstain	All in favour
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Minutes of the Meeting Held at Dogmersfield Primary School 8th June 2015

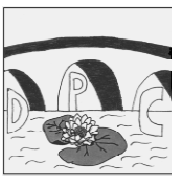
Councillors present:

CLlr Geoff Beaven (GB)
CLlr Alastair Clark (AJC)
CLlr Mike Ricketts (MR)
CLlr Graham Leach (GL)
CLlr Joanna Thomas (JT)

Members of Public present:

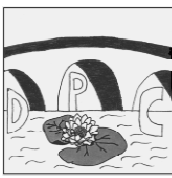
Mary Morrison David Forsberg Steph Thomas
Carol Leversha (CL) Ken Crookes Jeremy Robson
Bianca Robson Christine Lowe (CLo) Brian White
Elizabeth Waller (EW)
CLERK Claire Inglis (CI)

60/15	Agenda item 1	<p><u>Welcome & Apologies</u></p> <p>All DPC councillors were present.</p> <p>The meeting was opened at 7.30pm by Chairman who welcomed everyone.</p> <p>In addition apologies were received from Cllr Stephen Gorys, Cllr John Kennett and Chris Ward.</p>	
61/15	Agenda item 2	<p><u>Declaration of interests – current agenda</u></p> <p>None received</p>	
62/15	Agenda item 3	<p><u>Public Participation</u></p> <p>GB opened the public participation part of the agenda by informing those present that the meeting has a very full agenda. The two most significant items are both within agenda item 9 and require Council decisions on whether to initiate the process to create a Neighbourhood Plan and how to respond to a recent letter from Oakford Homes regarding a public exhibition of their scheme for three new houses in Church Lane. Both these items require careful consideration and will be taken at the appropriate point in the agenda. GB commented that public participation will be permitted at the time of these agenda items and therefore any questions should be held back until that time.</p> <p>CLO on behalf of Dogmersfield Events asked if DPC would be able to ensure that the grass is mown prior to the Summer Party event on Pilcot Green outside the pub. GB commented that last year the council assisted in trimming the hedge. CLO would ask the publican of the Queens Head if they can ensure it is mown. The CPT cut the verge in front of the bench and HCC have strimmed to the bottom of the holly hedge. The notice relating to the road closure has been posted to the noticeboard.</p> <p>The work to the footpath was complimented and thanks were given on behalf of the Parish Council to Brian White for delivering the load of wood chippings and AJC for coordinating.</p> <p>EW commented on the use of a telephone kiosk in another parish where a defibrillator has been installed and considered this a good use of the kiosk in Dogmersfield. GB commented that the working party are expected to provide a recommendation to DPC for its use.</p>	



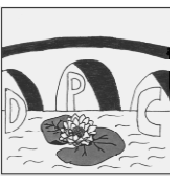
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63/15	Agenda item 4	<p><u>To approve the minutes of the AGM held on 11th May 2015</u></p> <p>It was resolved that the minutes (46/15 to 59/15) be accepted as a true record and they were signed by GB (AJC proposed, MR seconded and all were in favour).</p>	
64/15	Agenda item 5	<p><u>Matters arising from the minutes of the meeting held on 11th May 2015</u></p> <p>The outstanding action list was considered at this time with many items due for consideration as an agenda item below.</p> <p>Other actions outstanding or completed are as follows:</p> <ul style="list-style-type: none"> • AJC reported that further work has been carried out to Victory Cottage by means of a patch up not mend works. This will be monitored following bad weather to ensure no further work required. Nothing further has been heard regarding the Dragon's teeth. • Dates have been provisionally booked for the CPT team follow up will be to confirm after the meeting with new contact Stephen Mills. • AJC to submit Register of Interests. • DPC response to CVPC neighbourhood questionnaire now on website. • New bank mandate request being processed awaiting confirmation JT included. • Insurance policy renewed. • VAT return has been submitted. • Subscriptions authorised prior month have been paid. • Adopted documents have been circulated. • DPC response to HDC SHLAA report was submitted and acknowledged. • DPC response to Vortal was sent although no response received. • Goslings were booked for verge clearance although clarification on areas to be addressed will be sought and next cut scheduled late July early August. • Footpath repair materials were delivered. • GL to write to Highways of intention to modify chicanes. • AJC to report overhanging branches to Church Lane. • Training has been booked for CI and JT. • Newsletter dates to be set. • CI replied to inquiry re retirement housing in Dogmersfield. 	<p>AJC</p> <p>CI</p> <p>AJC</p> <p>CI</p> <p>GL</p> <p>AJC</p> <p>MR/CI</p>
65/15	Agenda Item 6	<p><u>Policy Review & Agree timetable for Employee Appraisal Process</u></p> <p><u>To confirm review of DPC Grievance Policy and Disciplinary Procedure and acceptance of documents as the agreed working policy.</u></p> <p>The documents had been circulated for review. GB put forward suggested changes to align the two policies better with each other. The grievance policy refers to a Grievance Panel and assumes the existence of one as well as reference to an Appeal Panel. GB suggested rewording of elements of the policy as follows:</p> <p>Paragraph 3.0 the first sentence is amended to 'The Chairman (or Vice Chairman) will convene a Grievance Panel which will call you to a meeting.'</p> <p>Paragraph 4.0 equally implies that there is an established Appeal Panel. GB suggested that the first sentences should read 'If you are unhappy with the Grievance Panel's decision and wish to appeal you should let the Chairman know. You will be invited to an appeal meeting, normally within five days, and your appeal will be heard by the full Council.'</p> <p>All were happy with the suggested changes.</p> <p>It was resolved that the DPC Grievance Policy and Disciplinary Policy subject to the</p>	<p>CI</p>



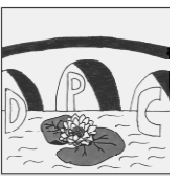
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65/15	Agenda Item 6	<p>changes discussed be accepted and adopted as the agreed working policies (AJC proposed, GL seconded and all were in favour).</p> <p><u>To agree timetable and members to carry our Performance Review of employee GB proposed that a similar process and timetable be adopted as per prior year. The overall target is to complete the process by the end of July recognising that last year this was achieved by the end of the first week of August.</u></p> <p>The process will include the following key targets: Chairman to issue appraisal report form with updated job description (if needed) - 20 June CI to complete self-appraisal by end of first week in July Chairman/Vice Chairman to complete draft appraisal report by third week in July Appraisal Interview by last week in July Final report circulated to Councillors for endorsement by the end July.</p>	GB/AJC CI
66/15	Agenda item 7	<p><u>Finance and Regulatory Matters</u></p> <p><u>To receive and approve the financial statement of account and payments in period from 1st to 31st May</u></p> <p>CI reported the Bank balance at end of May stands at £12,283.40 and this has been agreed by AJC and signed.</p> <p>CI reported that the only subscription to finalise is for the Hampshire and Isle of Wight Wildlife Trust. An application form was requested from the HIWWT further to conversation with them as they stated that the PC should be under Group membership. The budget for this subscription was £36 which was based on the Individual membership rate at the time (now £42). Group membership is at a cost of £54. It was agreed that on the basis DPC may wish to use their expertise again in future Group membership would be arranged and be subject to review next year.</p> <p>May payments made were confirmed as follows: Chq no: 913 £397 Clerk May salary Chq no: 914 £54.72 Auriol Wines re APA Chq no: 915 £183.82 Graham Leach Expenses Chq no:916 £265 Broker Network Annual Insurance premium Chq no:917 £148 HALC Affiliation fees Chq no:918 £69.60 Moneysoft Ltd Payroll software licence Chq no:919 £33.60 Getmapping subscription Chq no:920 £36 CRPE subscription fee Chq no:921 £120 HALC HR subscription fee</p> <p>It was resolved that the statement of accounts be accepted as a true record and payments listed therein be confirmed (GL proposed, MR seconded and all were in favour).</p> <p>Payments requested for authorisation were:</p> <ul style="list-style-type: none"> • June 2015 Clerk Salary payment £397.00 due 20th of the month • Clerk Expenses £29.16 • Community Payback Team £75.00 for June 5th visit • Do the Numbers Ltd Audit fee £155.00 • HIWWT Subscription £54.00 	CI



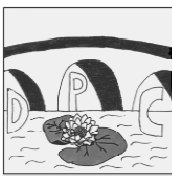
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66/15	<p>Agenda item 7</p>	<p>It was resolved to authorise the 5 payments to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (GB proposed, MR seconded and all were in favour).</p> <p>An expense payment request has also been submitted by Cllr Graham Leach having incurred expenses in relation to the footpath repair work carried out by the CPT totalling £49.20 inclusive of VAT. £50 expenditure was authorised at the May meeting minute reference 55/15.</p> <p>It was resolved to authorise the expense claim of Graham Leach and make payment totalling £49.20 (GB proposed, AJC seconded, GL abstained and all others were in favour).</p> <p><u>To receive and approve Internal Audit Report</u> CI reported that the internal audit was completed on the 18th May with Eleanor Greene of Do the Numbers Ltd. The report of the findings has been circulated and CI summarised them. The records were found to be in good order and the auditor found the control environment a significant improvement to that in the prior year and that the visit went well. It is to be noted that the staging date for the Pension Auto enrolment is 1st July 2017. The parish council needs to understand the impact of the change. It is anticipated that this will be fulfilled by attendance on applicable training courses/ HALC updates. The budget document is to be included as part of the signed minutes at the meeting it is approved. This will commence at the next budget approval. DPC is now covered by the new transparency code and the website should be updated to comply. AJC and CI have discussed arranging an IT session to complete this task. Cheque stubs should be initialled at the time of cheque signatory. This commences from signing of the June payments.</p> <p>CI asked for any comments and for the internal audit to be accepted and approved. CI was congratulated for the good audit outcome.</p> <p>It was resolved that the Internal Audit report be accepted and approved and actions required put into effect as appropriate (GB proposed, MR seconded and all were in favour).</p> <p><u>To agree and adopt the Asset Register</u> Following the AGM certain items on the asset register required confirmation of their status. Item 10 it has been confirmed that this item was disposed of as they were obsolete and written off. New lights were purchased to replace them and these are held by a resident on the Dogmersfield Events committee. Item 1 Should be described as Posts and Chain to Pilcot Green and this item has been confirmed by the original order paperwork located by AJC. Item 12 This item is to be described as Wooden Posts and Rails and description included replaced by donation in 2014.</p> <p>Subject to the changes agreed the Asset register was agreed as accurate and the revised document would be circulated.</p> <p><u>To receive the Annual Return and approve for submission to external auditor</u> The Annual Return has been completed excluding the value of Fixed assets which will be</p>	<p>CI</p> <p>CI</p> <p>CI</p>
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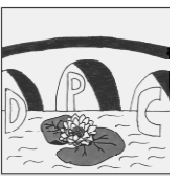
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66/15	<p>Agenda item 7</p>	<p>included as £3,928 as per the agreed Asset register. The figures from the accounts have been checked by the internal auditor and Section 4 has been completed by Eleanor Greene.</p> <p>CI provided a summary of the required analyses which will be submitted to the external auditors and in effect explains the variances in staff costs, and other payments in comparison to prior year. CI asked for questions and for Section 2 of the return to be completed. The Accounts will be made available to the public as required and notice given of this.</p> <p>It was resolved that the Annual Return and the accounting statements of 2014/2015 contained therein be approved for submission to the external auditors (GB proposed, MR seconded and all were in favour).</p> <p><u>To report on Insurance claim</u></p> <p>CI reported that on the night of 21st May a vehicle drove into the wooden posts and railings on Pilcot Hill outside the Pecorelli's property. Photographs were taken of the damage and of a foreign vehicle registration plate that was found at the scene. The incident was reported by AJC to the local PCSO who would try to locate the vehicle. To date with no success. CI also reported the incident to the insurance company who queried which item on the asset register this was. Having sought confirmation that item 12 relates to the damaged fencing the insured value of this item is approximately the same as the insurance excess. CI sought guidance on how to proceed as it would appear the item is not insured. GB requested that a quote be obtained to establish the repair cost. Spare posts are available and the repair may be possible at low cost.</p> <p><u>To confirm bank mandate update following appointment of Cllr Joanna Thomas</u></p> <p>CI confirmed that Lloyds bank has received the update request to the mandate and that this is being processed. CI awaits final confirmation that JT is included amongst the bank signatories.</p> <p><u>To agree and confirm Cllr Thomas' portfolio</u></p> <p>CI reported that GB and JT have discussed the role that JT will fulfil on the Council and it has been agreed that she will share the planning portfolio with GB. JT will assume the role of Joint Planning Officer.</p> <p>It was resolved that the portfolio for JT would assume the role of Joint Planning Officer (GL proposed, MR seconded and all were in favour).</p>	<p>CI</p> <p>CI</p>
67/15	<p>Agenda item 8</p>	<p><u>Consultations</u></p> <p><u>To discuss a DPC response to Consultation on disaffiliation to NALC</u></p> <p>GB introduced a summary background to this consultation. Through the Annual HALC subscription there is an element of the fee charged to all parishes that relates to the affiliation to NALC. HALC have become dissatisfied with the representation that NALC provides and have put them on notice of withdrawal subject to improvements being made. This was some time ago and HALC are now seeking views from all parish and town councils on what to do next. In summary the options are:</p> <p>Withdraw from NALC now Wait for more information to become available Continue with NALC</p> <p>AJC reported that the cost to Dogmersfield is very small (approx. 6p per electorate) and</p>	



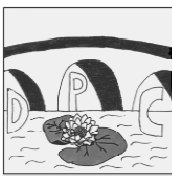
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<p>67/15</p>	<p>Agenda item 8</p>	<p>therefore like other small parishes benefits from the affiliation with NALC. The role of NALC is to lobby MP's; monitor changes to laws; maintain and update financial and legal documents; provide a legal advice service. Some complaints arise from the time taken to answer such legal queries. For larger parishes the fee can be as much as £1,200 per annum and some of these are withdrawing membership from HALC because of the NALC association and the deemed poor service.</p> <p>AJC commented that NALC have appointed a new CEO at national level who is already making improvements, other counties are pleased with progress and change could be on the horizon.</p> <p>AJC advised that at this time DPC should do nothing and await the outcome of a meeting to be held with Hart parishes and Basingstoke associations to get answers to some of the questions.</p> <p>It was concluded that DPC would not respond to the consultation.</p> <p><u>To discuss a DPC response to Consultation on Electoral review of Hampshire</u></p> <p>GB reported that another look at the electoral boundaries is due to take place, something similar took place a few years ago. In the previous consultation it was suggested that Dogmersfield be included in less rural wards and a reasoned case had to be put forward to ensure that Dogmersfield remained aligned with other rural parishes i.e. Odiham. CL suggested contacting Dogmersfield's County Councillor to gauge his opinion. There are currently 78 County Councillors and there are some solid reasons why that should remain the same.</p> <p>GB considered it important to respond to this consultation on this basis and would draft a response and pass the submission by Cllr Jonathan Glen. All were in agreement. This submission is due by 3rd August.</p> <p><u>To discuss a DPC response to Consultation on Shaping Hampshire – Spending review</u></p> <p>GB reported that HCC are consulting on the need to make cut backs of £78million. GB voiced his concern that many of the options put forward by HCC are way outside the remit of parish councils and considered that a plea to retain the road maintenance budget only might be worth submitting. However the budgetary implications cover education and health which Parish Councils are not responsible for. It was considered by all that DPC is not in a position to respond.</p> <p>It was concluded that DPC would not respond to the consultation.</p>	<p>GB</p>
<p>68/15</p>	<p>Agenda item 9</p>	<p><u>Planning</u></p> <p><u>Report on current planning applications and confirmation of Parish Council responses</u></p> <p>The following applications were discussed and decisions noted where applicable:</p> <p>Watery Lane – There is still no news on the outcome of the appeal, this is due on 26th June.</p> <p>Land North of Netherhouse Copse – HDC website shows this as 'Registered'. No further news on this site.</p> <p>Four Seasons – The report from the Conservation officer in Hart has raised many objections to the design of the additional elements of the extension to the hotel. It appears they want to see a complete contrast between the original and new.</p> <p>Tree Works to Myll Mead Cottages - The tree works are showing as granted. Hart did raise questions on what work will be carried out but it is not clear what has been agreed.</p> <p>GB further commented on the appeal related to the refused application for conversion of a Chicken shed into a dwelling in Winchfield on Taplins Lane. The appeal has been withdrawn.</p>	



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<p>68/15</p>	<p>Agenda item 9</p>	<p>GB attended an exhibition on a proposed Solar Farm which would be located near Winchfield Court and on the parish boundary. A few residents were in attendance. The company Solstice Renewables claimed to have sent letters to all residents of Dogmersfield but it does not appear that many were in receipt. DPC had notified those closest to the proposed development site about the exhibition.</p> <p><u>To decide whether DPC should initiate the process to create a Neighbourhood Plan</u> Considering the following issues: Designation of area to be included Request for Grants Launch Working Party Establishment of a budget line Investigation of use of outside assistance</p> <p>GB confirmed that a full presentation on this topic was made at the APA. This explained the dilemma on whether to go ahead with a NHP for Dogmersfield as follows: -If Dogmersfield goes ahead and suffers the pain of providing resources and making difficult decisions this could be a waste of effort should Hart DC be able to overrule our neighbourhood plan in the future; whereas on the other hand -If Dogmersfield doesn't go ahead and in the situation where many of our neighbouring parishes do have plans and it subsequently emerges that neighbourhood plans cannot be overruled we may be one of the few areas where Hart can impose additional development in the future.</p> <p>In these circumstances DPC concluded that the risk of not having a plan is too great and that a plan should be instigated. It was also concluded that to make a decision in advance of the general election was not sensible. The Election has taken place with the Conservatives elected with an overall majority. However Eric Pickles was one of the few SofS's who did not retain their job, With all of this taken together DPC do not believe that this signals a significant change of policy by the government and still feels that the general direction will be towards more localism which is likely to put more weight behind NHPs in the future.</p> <p>GB concluded that DPC must now decide whether to formally initiate the process to create an NHP. GB asked if there were any comments and all were in agreement with proceeding.</p> <p>It was resolved to initiate the first steps of a Neighbourhood Plan for the Parish of Dogmersfield (GB proposed, MR seconded and all were in favour).</p> <p>GB confirmed that the next step is for CI to write to Hart DC as per the Fleet example which will require a designation of the area.</p> <p>Area of Designation: GB considered that designating less than the whole of the parish would be divisive and unfair if funding is to be raised via an increase to the precept.</p> <p>It was resolved to designate the whole parish of Dogmersfield to be included in the Neighbourhood plan (GB proposed, AJC seconded and all were in favour).</p> <p>Request of Grants: This will not be considered until the request to Hart has been accepted by Cabinet which is not likely until early September. However we may have to justify any request for grants and hence a costed programme will need to be worked up.</p> <p>Launch Working Party: A village event will be arranged in the form of a facilitated workshop or working group to consider issues, aims and vision and encourage people to get engaged.</p>	<p>CI</p>
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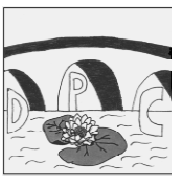
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68/15	Agenda item 9	<p>Investigation of outside assistance: Communication has been made with Liz Bourne who has expertise in facilitating NHP training. An initial meeting has been suggested by her for the 18th June at 5.30pm. CI would contact LB to confirm meeting.</p> <p>Establishment of a budget line: In advance of grants being made available it will not be possible to start a NHP without incurring some expenditure. CI was asked to explain the scope for a funding plan.</p> <p>CI explained that at the time of budget setting the likely outturn expenditure was predicted to be £9,638 the actual was £9,206. It could therefore be argued that the difference of £432 underspent could be allocated as the NHP budget.</p> <p>CI also looked at the budget from a cash flow perspective:</p> <table><tr><td>£6,456</td><td>Opening cash this year</td></tr><tr><td>Plus £7,537</td><td>Annual Precept</td></tr><tr><td>plus £1,000</td><td>Lengthsman funding 15/16</td></tr><tr><td>minus £12,000</td><td>Expenditure budget set</td></tr><tr><td>minus £500</td><td>Contingency set</td></tr><tr><td>minus £443</td><td>Net VAT cash movement budgeted</td></tr><tr><td colspan="2"><hr/></td></tr><tr><td>£2,050</td><td>Anticipated closing cash balance</td></tr></table> <p>Therefore as it stands DPC has a potential £2k to play with. In setting a NHP budget CI provided three options</p> <ol style="list-style-type: none">1) Reduce current expenditure budget in current year e.g. IT upgrade/ Less Village maintenance trees / Admin consumables for printer/ Election as not due until next year although we know that we need £1k at least in next years budget and we must ensure we have the cash flow for this.2) Specify the Contingency as the NHP budget.3) Use the remaining budget reserve of £2k <p>This way of looking at it highlights the need to judge the level of precept carefully next year.</p> <p>It was decided to reallocate the Contingency of £500 in the current year budget to facilitating the start of a NHP and the pace of the NP would be dictated by the requirement for funding if consultancy fees look to exceed this prior to grant funding being made available.</p> <p>It was resolved to establish a NHP budget from the Contingency of £500 in the current year budget by virement to a new budget line (GB proposed, MR seconded and all were in favour).</p> <p><u>To discuss and confirm response to Oakford Homes following request for a public exhibition of the Church Lane proposal and venue to host</u></p> <p>OH have written to the Chairman indicating that they consider they have met the concerns expressed by Hart DC at the pre-app meeting enclosing a copy of their letter to Hart DC and amended plans and graphics.</p> <p>They suggest their next stage is for them to arrange a public presentation of their designs and discuss resident's views. They propose a 3pm to 7.30pm exhibition where they will provide 2-3 staff to answer questions and record comments. AJC Suggested that the finish time should be later to enable commuters to attend. They have asked DPC if we can suggest a venue best suited for this and if we can help advertise the consultation.</p>	£6,456	Opening cash this year	Plus £7,537	Annual Precept	plus £1,000	Lengthsman funding 15/16	minus £12,000	Expenditure budget set	minus £500	Contingency set	minus £443	Net VAT cash movement budgeted	<hr/>		£2,050	Anticipated closing cash balance	CI
£6,456	Opening cash this year																		
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£2,050	Anticipated closing cash balance																		



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68/15	Agenda item 9	<p>GB commented that DPC need to consider how deeply to get involved in such a presentation. DPC must not appear to be supporting the scheme or in some way helping OH to achieve their objectives. However on the other hand we have always tried to ensure that residents are well informed with the best information available. We should also perhaps consider what OH want to achieve. This may wish to gain as much information as possible on resident's views and to convince them that the scheme should not be opposed. Alternatively they may just want to be able to tick the box for having completed a public consultation and the fewer residents that attend the better as they can then claim that there was little interest in their proposals.</p> <p>From a resident's perspective expressing their views to the developer in the most convenient way possible would be desirable. The venue options include the School Hall, Four Seasons, the WI hut in CV and the Victoria Hall in HW. Of these the School Hall has many advantages particularly for residents. However, although the Letting Policy of the school was amended last year to allow organisations like Dragon to let the hall directly this does not cover OH. Therefore the only way in which the School Hall can be used is for the DPC to effectively sponsor the event. This has presentational and financial implications. Presumably we will want to recover the cost of hire from OH and also as our insurance will cover the event we will probably need to be present. It was felt that these issues should not rule out the School Hall as DPC should also want to hear the resident's views and may be separately visible with its own desk on the day and therefore not relying on a report from OH.</p> <p>Regarding publicity we have already set a precedent by informing residents about the solar farm exhibition in HW. We could still take the line that OH should send written invitations to all local residents and we will supplement where we think gaps exist.</p> <p>It was agreed that DPC would sponsor the event and CI should contact OH to arrange a suitable date allowing plenty of notice for residents, confirm details of hall hire and costs associated. DPC would be happy to deliver copies of an invitation letter to residents on behalf of OH.</p>	CI
69/15	Agenda item 10	<p><u>Environment & Rights of Way</u></p> <p><u>To report on progress from current month visit by Community Payback Team and confirm dates for future visits [3rd July, 7th August and 4th September] and work to be carried out</u></p> <p>GL reported that the CPT has visited twice since the last meeting. The May visit saw a large team put to work on restoring the footpath behind the school. A smaller team of 3 were made available in bad weather in June but with a good work output managed to cut back grass to ground level in front of the bench on Pilcot Green North (PGN), to create an entrance into PGN from the rear and commence pulling of Himalayan Balsam. Good progress was made on the invasive species and it was considered that this could be further improved with a Volunteer Day.</p> <p>CI asked Councillors to confirm availability for the upcoming visits of the CPT. GL can be available in July and September and GB August. CI would confirm this to the new contact Stephen Mills.</p> <p>EW asked whether more 'Dog Mess' signs could be put up along the newly restored footpath as there seems to be an increase in incidence of mess on the path and not easy to spot. AJC would seek a supply from the Dog Warden at HDC and get them installed.</p>	CI AJC



DOGMERSFIELD PARISH COUNCIL

69/15	Agenda item 9	<p><u>To agree a future Volunteer Day</u> Two dates were offered for a Volunteer day but it was decided to provide as much notice as possible. The 11th July was decided. GL would draft a Resident letter to be delivered week commencing 15th June.</p>	GL									
70/15	Agenda item 11	<p><u>Highways</u> <u>To report any updates on Highways matters</u> AJC had no further matters to report at this time.</p> <p>KC asked about the road layout at the top of Chalky Lane where there appears to have been some damage. It was noted that a post holding a sign had been removed and temporary road signs have been placed there but invariably knocked over. KC suggested that AJC report this to the next Traffic Partnership meeting and inquire if the Highways department can look to improve this junction.</p>	AJC									
71/15	Agenda item 12	<p><u>Other matters to report</u></p> <p>Community Liaison – Nothing additional</p> <p>Training – CI is booked onto Transparency Code Seminar for 6th July. JT is to attend The Knowledge and Core Skills Course on 9th and 23rd June at Basingstoke.</p> <p>It was resolved for Councillor Thomas to attend HALC training course The Knowledge and Core Skills at a cost of £90 (AJC proposed, GL seconded and all were in favour).</p> <p>Website – AJC and CI to arrange a date to update the website as per the Audit report.</p> <p>Newsletter – MR and CI to meet to discuss next newsletter edition timeline and content.</p>	<p>CI/JT</p> <p>AJC/CI</p> <p>MR/CI</p>									
72/15	Agenda item 13	<p><u>Crime and Disorder Act, section 17</u> No matters to discuss.</p>										
73/15	Agenda item 14	<p><u>Dates of future meetings</u></p> <p>2015/16 Meetings are scheduled as follows:</p> <table border="1" data-bbox="304 1581 1378 1688"> <tr> <td>July 13th</td> <td>September 14th</td> <td>October 12th</td> </tr> <tr> <td>November 9th</td> <td>December 14th</td> <td>January 11th</td> </tr> <tr> <td>February 8th</td> <td>March 14th</td> <td></td> </tr> </table>	July 13 th	September 14 th	October 12 th	November 9 th	December 14 th	January 11 th	February 8 th	March 14 th		
July 13 th	September 14 th	October 12 th										
November 9 th	December 14 th	January 11 th										
February 8 th	March 14 th											
74/15	Agenda item 15	<p><u>Information Sharing</u></p> <p>GL will be attending the Neighbourhood Plan discussion group at the Victoria Hall Hartley Wintney on Wednesday 10th June from 3.30pm. AJC may be able to join him.</p> <p>The meeting concluded at 9.25pm</p>										

Signed.....
Chairman

Date.....

**Dogmersfield Parish Council Finance Report
as at 30th June 2015**

Bank Reconciliation	
Opening Cashbook Balance at 1st April 2015	6,455.70
Add	
Total Cashbook Receipts YTD 2015/16	7,537.84
Less	
Total Cashbook Payments YTD 2015/16	(2,655.15)
VAT adjustment	
ADD VAT refunded YTD on prior year expenditure	523.64
LESS VAT paid YTD on expenditure	(144.95)
Credit Balance in Cashbook after VAT adjustment	<u>11,717.08</u>
Actual Bank Balance as per Bank Statement dated 30th June 2015	<u>11,771.08</u>
	<u>Difference to Reconcile 54.00</u>
	Unpresented Cheques
	54.00 Chq 926
	<u>54.00</u>

CASHBOOK ENTRIES IN MONTH							
Cheque number	Date	Received From/ Payable to	Details	Receipts		Payments	
				Net Amount	VAT	Net Amount	VAT
June 2014				-	-	-	-
922	20/06/2015	Claire Inglis	June 2015 Salary	-	-	397.00	-
923	08/06/2015	Claire Inglis	Expenses	-	-	25.38	3.78
924	08/06/2015	Do The Numbers Ltd	Audit Fee	-	-	155.00	-
925	08/06/2015	Graham Leach	Village Maintenance	-	-	41.00	8.20
926	12/06/2015	HIWWT	Subscription fee	-	-	54.00	-
927	12/06/2015	Goslings	Verge Clearance	-	-	280.00	56.00
Total Receipts & Payments in Month				-	-	952.38	67.98
Total Receipts & Payments YTD				7,537.84	-	2,655.15	144.95

Dogmersfield Parish Council

Expenditure Analysis at 30th June 2015

Budget Area	Budget 2015/16	Expenditure June 2015	Expenditure YTD	Budget Virement in Year	Budget Balance as at 30th June 2015	Percentage Budget Spent	Analysis of Unbudgeted Expenditure
Internal operations							
Parish Clerk	4,765.00	397.00	1,191.00		3,574.00	24.99%	
Subscriptions	650.00	54.00	424.00		226.00	65.23%	
Meeting costs	400.00	0.00	45.60		354.40	11.40%	
Training	250.00	0.00	0.00		250.00	0.00%	
Admin consumables	465.00	25.38	25.38		439.62	5.46%	
IT Upgrade	500.00	0.00	0.00		500.00	0.00%	
Website	120.00	0.00	0.00		120.00	0.00%	
Parish insurance	300.00	0.00	265.00		35.00	88.33%	
Audit of accounts	200.00	155.00	155.00		45.00	77.50%	
Election contingency	600.00	0.00	0.00		600.00	0.00%	
Total Internal Operation Budget 2015/16	8,250.00	631.38	2,105.98	0.00	6,144.02	25.53%	
Service delivery							
Village maintenance	2,250.00	41.00	194.17		2,055.83	8.63%	
Lengthsman Costs	1,000.00	280.00	355.00		645.00	35.50%	
Neighbourhood Plan	0.00	0.00	0.00	500.00	500.00	0.00%	
Project work to benefit the community	500.00	0.00	0.00		500.00	0.00%	
Total Service Delivery Budget 2015/16	3,750.00	321.00	549.17	500.00	3,700.83	14.64%	
Budget Contingency 2015/16							
Contingency	500.00		0.00	(500.00)	0.00	0.00%	
Total Budget Expenditure 2015/16	12,500.00	952.38	2,655.15	0.00	9,844.85	21.24%	

DOGMERSFIELD PARISH COUNCIL PLANNING APPLICATIONS RECEIVED AND STATUS REPORT

Application No	Date Valid	Date Due	Description	HDC Status	DPC Status
15/01046/HOU	Wed 01 Jul 2015	Sat 25 Jul 2015	Forge Cottage Church Lane Dogmersfield Hook RG27 8SZ Erection of a proposed carport with store room over	Registered	
15/01163/FUL	Wed 03 Jun 2015	Thu 02 Jul 2015	Blue Bell Lodge Rye Common Lane Crondall Farnham Surrey GU10 5DE Erection of a 4 Bedroom detached dwelling with detached three-bay car port following demolition of existing dwelling	Registered	Objection
15/01083/FUL	Wed 27 May 2015	Fri 03 Jul 2015	Rose Court Rye Common Lane Crondall Farnham GU10 5DD Demolition of office building, car parking and hard standing and erection of new building to create 14 x 2 bed apartments with car parking and amenity areas	Registered	Access Concerns
15/00564/TPO	Thu 26 Mar 2015	Not Available	Myll Mead Cottages 4 Church Lane Dogmersfield Hook Hampshire RG27 8SZ APPLICATION TO DO WORKS TO TREES SUBJECT TO A TREE RESERVATION ORDER 13 Scots Pine Trees in rear garden. Some adjacent to Church road where branches are overhanging onto telephone lines. Trees at rear of garden overhanging private property. Request crowning to all trees to remove dead and interfering branches at lower part of tree. No felling is requested, just tidying up the appearance of all mentioned pine trees, which will give more natural light to our property and others surrounding us, and to remove the possible damage to telephone line along church road.	Grant	Concern Expressed
15/00373/FUL	Mon 16 Mar 2015	Fri 08 May 2015	Four Seasons Hotel Dogmersfield Park Chalky Lane Dogmersfield Hook Hampshire RG27 8TD Erection of children's swimming pool, gym and restaurant extensions, formation of terrace and erection of pergola, erection of entrance vestibule, balcony canopy, remodelling of existing vehicular access from Chalky Lane with new entrance gates and piers, remodelling of pond to west of the hotel and improvements to drop-off area to front of hotel together with associated landscape improvements	Registered	No Objection
14/01653/FUL	Fri 25 Jul 2014	Wed 20 Aug 2014	Junction Of A287/Crondall Road Bowling Alley Crondall Farnham Surrey GU10 5RL Extension to existing Gypsy and Traveller site, with the addition of 3 further permanent pitches	Awaiting Decision	Objection
14/01387/MAJOR	Thu 03 Jul 2014	Fri 12 Sep 2014	Land North Of Netherhouse Copse Hitches Lane Fleet Hampshire Outline application for up to 423 residential dwellings and a community facility. Associated vehicular, pedestrian and cycle access, drainage and landscape works including provision of public open space and sports pitches. Provision of country park / SANG as an extension to Edenbrook Country Park. Details of access to be agreed	Awaiting Decision	Objection