



# DOGMERSFIELD PARISH COUNCIL

## NOTICE OF MEETING

To be held on  
**Monday 14<sup>th</sup> September 2015**  
 7.30 pm  
 Dogmersfield Primary School

### AGENDA

1	<b>Welcome &amp; Apologies for absence</b> 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.	
2	Declaration of Interests – Current agenda	
3	Public Participation	
4	Approval of minutes of meeting held 13 <sup>th</sup> July 2015	Appendix 1
5	Matters arising from minutes of 13 <sup>th</sup> July 2015 <ul style="list-style-type: none"> <li>• To include consideration of outstanding action list</li> </ul>	
6	Update on Employee Appraisal Process <ul style="list-style-type: none"> <li>• To confirm date for Performance Review interview of employee.</li> </ul>	
7	Finance & Regulatory Matters <ul style="list-style-type: none"> <li>• To receive and approve financial statement of account from 1<sup>st</sup> July – 31<sup>st</sup> August, confirm payments made in July and August and authorise any payments now due.</li> <li>• To confirm completion of annual audit by the external auditor BDO</li> <li>• Payment of Basingstoke Canal Contribution requiring virement in budget to Subscriptions</li> </ul>	RFO Appendix 2
8	Planning <ul style="list-style-type: none"> <li>• To report on current planning applications and confirmation of Parish Council responses</li> <li>• Neighbourhood Plan – To report on progress and confirm the next steps</li> <li>• To comment on attendance at Oakford Homes exhibition of Church Lane proposal on 14<sup>th</sup> July.</li> </ul>	
9	Environment and Rights of Way <ul style="list-style-type: none"> <li>• To report on progress from recent visits of the Community Payback Team and confirm work to be carried out and agree future dates</li> <li>• To report on Quote received for replacement/repair of Oak post and rail to Pilcot Hill</li> <li>• Update on Lengthsman scheme for year</li> </ul>	
10	Highways <ul style="list-style-type: none"> <li>• To report any updates on Highways matters</li> </ul>	
11	Other matters to report <ul style="list-style-type: none"> <li>(i) Community Liaison</li> <li>(ii) Training – Attendance to Pensions update 21<sup>st</sup> Sept confirmed</li> <li>(iii) Website – To report on progress on Transparency work</li> </ul>	



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	(iv) Newsletter – To confirm completion and delivery (v) External Meetings – To confirm representation at the following meetings <ul style="list-style-type: none"> <li>• 10<sup>th</sup> October - HALC AGM at Sparsholt</li> <li>• 13<sup>th</sup> October - HDAPTC meeting</li> </ul>	
12	Crime and Disorder Act, section 17	
13	Next meeting date – October 12 <sup>th</sup>	
14	Information sharing	

## Notes and Appendices

### Appendix 1 - Proposed resolution subject to discussion

It was resolved that the minutes of the meeting held 13<sup>th</sup> July 2015 (75/15 to 88/15) 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:

- September 2015 Clerk Salary payment £397 due 20<sup>th</sup> of month
- Community Payback Team £75 for September visit
- HALC Training course £42 attended by CI
- Expenses including travel to Training Course CI £42.33
- Basingstoke Canal Contribution £240

Proposed	Seconded	Against	Abstain	All in favour
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- (iii) It was agreed to make a budget virement of

**Option 1** £60 from Admin Consumables to Subscriptions

**Option 2** £15 from Parish Insurance and £45 from Audit to Subscriptions

to cover the cost of the remaining budgeted Subscriptions – Basingstoke Canal Authority £240 and Information Commissioner for Data Protection £45 (budgeted £35).

Proposed	Seconded	Against	Abstain	All in favour
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## Minutes of the Meeting Held at Dogmersfield Primary School 13<sup>th</sup> July 2015

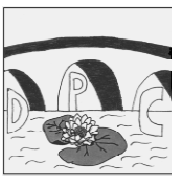
### Councillors present:

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

### Members of Public present:

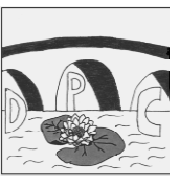
Mary Morrison (MM)    Bianca Robson (BR)    Stephen Gorys (SG)  
 Carol Leversha (CL)    Chris Ward (CWA)    Steph Thomas (ST)  
 Sheena Collins (SH)    Brian White (BW)    Christine Smith (CS)  
 Roddy Lister (RL)  
 CLERK Claire Inglis (CI)

75/15	Agenda item 1	<p><b><u>Welcome &amp; Apologies</u></b></p> <p><b>Mike Ricketts gave notice of likely late arrival to the meeting.</b></p> <p>The meeting was opened at 7.30pm by Chairman who welcomed everyone.</p> <p>Apologies were noted from Cllr Ken Crookes, Cllr John Kennett, Jeremy Robson, Mr &amp; Mrs Waller, Felix lister and Christine Lowe.</p>	
76/15	Agenda item 2	<p><b><u>Declaration of interests – current agenda</u></b></p> <p>None received</p>	
77/15	Agenda item 3	<p><b><u>Public Participation</u></b></p> <p>GB opened the public participation part of the agenda by making the following comments.</p> <p>GB reported that unfortunately he was unable to attend the ‘Summer Party’ organised by Dogmersfield Events on the 21st June. However he was reliably informed that this years’ event more than lived up to expectations in that it was very enjoyable and well organised. The clearing up must have gone very smoothly as there was nothing to be seen upon returning to the village in the early evening. GB spoke on behalf of the whole Council in thanking the Committee and all the other helpers for their efforts and to congratulate them on a job well done.</p> <p>Later in the meeting the Council will consider planning application 15/01046 which is for a carport at Forge Cottage in Church Lane. Public participation will be allowed at the time this item is discussed.</p> <p>Lastly, hopefully all residents will have received an invitation to the public exhibition by Oakford Homes of their scheme for three new houses in Church Lane. This will take place in the school hall tomorrow Tuesday 14<sup>th</sup> July from 4.30pm until 8.30pm. The Council has sponsored the event to allow it to be held in the hall and Councillors will be present throughout the day as it is being covered by our public liability insurance. It is stressed that this is not a Council event and DPC take no responsibility for what is portrayed or said by Oakford Homes.</p> <p>GB invited those present to discuss other matters.</p>	



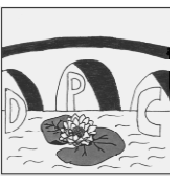
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77/15	Agenda item 3	<p>CL requested that consideration be given to using the Payback team to address the overgrown footpath heading to Hungerford Farm as it is becoming impassable and the cutting schedule by Hampshire in September is far too late in the growing season. GL confirmed that the team are due to visit next on August 3<sup>rd</sup> and he will take a look at what could be done.</p> <p>AJC and GB reported on the contact made by Solstice who has submitted planning permission for a Solar Farm on Hungerford Farm. They have informed DPC that subject to planning permission being gained grants will be made available to local councils including Dogmersfield and DPC have suggested footpath work funding to make them more accessible to senior and disabled users.</p>	GL
78/15	Agenda item 4	<p><b><u>To approve the minutes of the AGM held on 8<sup>th</sup> June 2015</u></b></p> <p><b>It was resolved that the minutes (60/15 to 74/15) be accepted as a true record and they were signed by GB.</b> (MR proposed, GL seconded and all were in favour).</p>	
79/15	Agenda item 5	<p><b><u>Matters arising from the minutes of the meeting held on 8<sup>th</sup> June 2015</u></b></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"> <li>- GB continuing the work to clear culverts</li> <li>- AJC has written to highways department to chase outstanding actions e.g. Victory Cottage, Dragons teeth etc. to date still awaits a reply.</li> <li>- GB asked CWa whether the offer still stands to fund Dragons teeth as HCC are responding too slowly. He confirmed that the offer still stood. CI to obtain a quote.</li> <li>- GL to write to Highways dept. to notify of intended works to chicane islands in village.</li> <li>- AJC reported verbally to highways re overhanging branches of hedge to Church Lane this will be reported on the highways website.</li> <li>- CI has circulated updated Grievance/ Disciplinary policies.</li> <li>- CI has completed membership of HIWWT.</li> <li>- CI has circulated the updated Asset register.</li> <li>- CI has submitted the Annual return to BDO.</li> <li>- CI wrote to HDC to designate area for NHP.</li> <li>- CI has established the budget line for the NHP</li> <li>- CI has made arrangements with Oakford Homes for the exhibition of their development proposal.</li> <li>- AJC awaiting confirmation that 'Dog Mess' signs from HDC have arrived.</li> <li>- GL wrote letter that was delivered to residents re Volunteer day.</li> <li>- AJC to request change to junction with A287 at next Traffic Partnership meet.</li> <li>- CI/JT attended training.</li> <li>- AJC/CI carried out a website update meeting.</li> </ul>	<p>GB AJC</p> <p>CI GL AJC</p> <p>AJC</p> <p>AJC</p>
80/15	Agenda Item 6	<p><b><u>Update on Employee Appraisal Process</u></b></p> <p><u>To confirm date for Performance Review interview of employee</u></p> <p>The process is currently on schedule and the interview to complete the review process has been agreed to take place at 9am on Monday 27<sup>th</sup> July.</p>	



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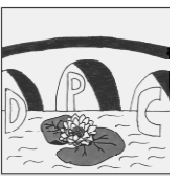
81/15	Agenda Item 7	<p><b><u>Finance and Regulatory Matters</u></b></p> <p><u>To receive and approve the financial statement of account and payments in period from 1<sup>st</sup> to 30<sup>th</sup> June 2015, confirm payments made in June and authorise any payments due now or prior to September meeting</u></p> <p>CI reported the Bank balance at end of June stands at 11,771.08 and this has been agreed by AJC and signed. The VAT reclaim has been received total £523.64 during the month. Following the 8<sup>th</sup> June meeting the Budget Contingency of £500 has been allocated to a budget line for the Neighbourhood plan as per minute reference 68/15 and this is shown on the Expenditure Analysis schedule.</p> <p>June payments made were confirmed as follows: Chq no: 922 £397 Clerk June salary Chq no: 923 £29.16 Clerk expenses Chq no: 924 £155 Do The Numbers Ltd Audit fee Chq no:925 £49.20 Graham Leach expenses Chq no:926 £54 HIWWT Subscription fee Chq no:927 £336 Goslings Verge maintenance</p> <p><b>It was resolved that the statement of accounts be accepted as a true record and payments listed therein be confirmed</b> (GB proposed, AJC seconded and all were in favour).</p> <p>Payments requested for authorisation were:</p> <ul style="list-style-type: none"><li>• July 2015 Clerk Salary payment £397.00 due 20<sup>th</sup> of the month</li><li>• August 2015 Clerk Salary payment £397.00 due 20<sup>th</sup> of the month</li><li>• Community Payback Team £75 for July 3<sup>rd</sup> visit</li><li>• Community Payback Team £75 for August 7<sup>th</sup> visit</li><li>• HALC Training Course JT £108</li><li>• HALC Training Course CI £42</li><li>• Clerk Expenses £45.28 (CI reported new amount since issue of agenda)</li><li>• Goslings second visit due August £648.00</li><li>• Hampshire County Council Hall hire for meetings April – July £84 (CI reported addition since issue of agenda)</li></ul> <p><b>It was resolved to authorise the 9 payments to be settled as listed upon receipt of relevant paperwork (invoice or expense claim)</b> (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 Balsam clearance by CPT and volunteer day £23.98 inclusive of VAT. The expenditure requires authorisation under Village maintenance.</p> <p><b>It was resolved to authorise the expenditure and pay the expense claim of Graham Leach and make payment totalling £23.98</b> (GB proposed, AJC seconded, GL abstained and all others were in favour).</p> <p><u>To receive an update on the external audit by BDO</u> CI reported that the Annual return was submitted to BDO by the required date of 6<sup>th</sup> July. Following advertising availability of Annual accounts for inspection by residents no requests were made. CI will report when notification of completion of audit has been</p>	
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81/15	<b>Agenda Item 7</b>	<p>received the latest date this will be is 30<sup>th</sup> September 2015.</p> <p><u>To report on Insurance claim</u></p> <p>CI reported that a contractor has been contacted but received no response to date. This is being actively chased. The insurers will require two quotes so another contractor is being sought. CI will liaise with AJC to obtain second contractor.</p>	CI
82/15	<b>Agenda item 8</b>	<p><b>Planning</b></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:          Watery Lane – Appeal was upheld and this large scale development in Crookham Village will go ahead.          Land North of Netherhouse Copse – There has been no visible activity for a year but recently there have been new environmental reports. Transport concerns raised by DPC particularly congestion at the junction between Hitches Lane and Pilcot Hill have been taken up by Hampshire Highways with the developer. An improvement scheme involving an extra lane has been proposed. However, HH have allowed this to be put on hold until after the proposed development is complete as congestion at this junction is part of the strategy for limiting the traffic flows to the south through Crookham Village and Dogmersfield.          Four Seasons Hotel – There has been no update on the application although an adverse environmental report was submitted by HDC.          Myll Mead – Works to trees has been carried out and what has been done appears acceptable.          Rose Court, Rye Common – DPC submitted no objection but raised concerns on access to the A287.          Blue Bell Lodge – DPC have submitted an objection to this development. Residents close to site have also objected.</p> <p><u>To consider response to application 15/01046/HOU Erection of Car port at Forge Cottage</u></p> <p>This is a very important application as it will set an example for how other applications may be considered in the immediate vicinity.</p> <p><u>Background</u></p> <ul style="list-style-type: none"> <li>-The application is for an oak framed two storey car port located in the garden of Forge Cottage with a new entrance driveway off Church Lane.</li> <li>-The site is within the settlement boundary and the Dogmersfield Conservation Area.</li> <li>- GB visited the site on the 7<sup>th</sup> July and the clarification this provided is reflected in the summarised information here.</li> <li>-In considering the application the guidance on the acceptability of development within the Conservation Area provided Hart’s saved policies GEN (1) and CON 13 should be followed. These both reflect the protection given to designated areas within the NPPF and the Listed Buildings and Conservation Areas Act 1990.</li> </ul> <p>Key points for development to be permitted are:</p> <ul style="list-style-type: none"> <li>-It must be well designed, in character with the local area and sympathetic to the existing dwelling and surrounding properties.</li> <li>- It must preserve or enhance the character and appearance of the Conservation Area.</li> </ul> <p>Further relevant information is contained within the Hart document called the</p>	





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82/15  
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Dogmersfield Conservation Area Character Appraisal and Management Proposal updated 6<sup>th</sup> Jan 2012. The following extract provides some of the key statements:

- The south east side of Church Lane is now fully developed with housing right into the village centre. There are several timber framed cottages and some later traditional ones between. These all add greatly to the character of the conservation area recognising diversity.
- Walls are predominantly built of brick or brick nogging within timber framework. Some have been painted white but most early examples still remain as orange/red handmade stock brickwork.
- Tile hanging is not a significant feature although it is found in the wider area and has been used on modern development.
- Timber boarding does occur particularly on farm buildings and small out buildings where it is generally darkened to almost black.
- A small amount of rendering can be seen and a particular example is Forge Cottage although its chimney remains brick and so does the adjoining outbuilding now serving as a garage.

## The Application

The application comprises only three documents namely the Application Form, a Heritage Statement and a single sheet Combined Plans. Nevertheless there are numerous and significant inconsistencies between these documents. For example on the Application Form in response to the question 'will any trees or hedges be removed or pruned in order to carry out your proposal' the response is 'no' which is obviously wrong. Equally the Heritage Statement states that 'the proposed oak building is set along the south east boundary of the site and is set back approximately 4m from the road boundary whereas the site plan shows the front of the proposed building to be set on the same building line as Forge Cottage which is quite close to the road. The applicant has confirmed that the site plan was checked by them and correctly reflects their proposal. The other documents were not checked by them and as such may contain errors.

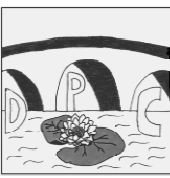
GB was told that the proposed position of the building is 2.5 metres from the south east boundary and 2.5 metres from the road edge providing a 45 degree slight line. The large scale of the site plan makes it difficult to confirm these figures exactly although it appears that the proposed location is in this general position.

## Consideration

The three most significant issues are:

### Is the proposed building sympathetic to the existing dwelling and surrounding properties?

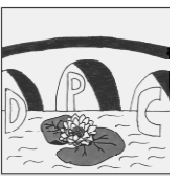
- The proposed site is in close proximity to Briar Cottage and Rosevale Chimes both of which are listed Grade 2 and Forge Cottage itself is locally listed (old Grade 3). This is therefore a very sensitive location.
- The heritage statement claims that the proposed building will be largely screened from those using the road by existing trees and shrubbery however this is only true when approaching the site from the south.
- No information is provided on the scale of the building relative to Forge Cottage, as the cottage is relatively small, although the proposed carport is likely to be as tall and nearly as wide next to what is a small cottage.
- The Heritage Statement claims that materials to be used will respect the local distinctiveness of the area in that the walls will be in Oak Cladding with reclaimed Clay Nib roof tiles on the roof to match the existing house, with Oak posts and brickwork to match the coining of the house. However these features bear little resemblance to



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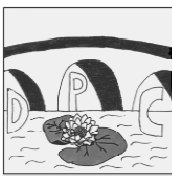
82/15	Agenda item 8	<p>Forge Cottage which is brick and white washed render.</p> <ul style="list-style-type: none"><li>-The first floor of the proposed building is lit through velux windows including the elevation fronting onto the road which is often an unwelcome design feature.</li></ul> <p><u>Does the proposed building preserve or enhance the character and appearance of the Conservation Area?</u></p> <ul style="list-style-type: none"><li>- The walls of the proposed building are oak cladding and there are no similar buildings in the immediate vicinity. Although the oak will tone down with time, and this is how its appearance should be judged, the predominant construction method within the conservation area is brick.</li><li>- The judgement is whether the proposed building's distinctive difference enhances or detracts from the character and appearance of the Conservation Area.</li></ul> <p><u>Will the proposal location provide a safe access onto Church Lane?</u></p> <ul style="list-style-type: none"><li>- Although within the 30 mph zone traffic past the proposed entrance is often travelling quite fast and is accelerating.</li><li>- The hedging to both sides of the proposed entrance is high and grows right on the road edge. The hedge to the south is also part of the adjacent property.</li><li>- Reversing into the carport from the road will not be a straightforward manoeuvre and reversing into the road is likely to be the norm.</li></ul> <p><u>Other Considerations</u></p> <p>One resident has written to express concerns about the proposal. Given the relative closeness and height of this wooden structure they believe should it catch fire it represents a risk to their own property but they would be less concerned if the carport did not have a store room above it. It is unclear whether this strictly represents an 'allowable' planning consideration. They also felt it a shame that a section of a mature hedge will need to be lost to accommodate this development. One neighbour has lodged a No Objection response to the application.</p> <p>GB asked fellow Councillors for their opinion.</p> <p>GL considered that there could be similar concerns raised as part of potential development on the opposite side of the road. In principle he is not against the development but the current design does not seem appropriate and as a council they should work with the resident to work through a better design with less traffic concerns.</p> <p>MR agreed with GL but felt the inconsistencies in the planning application documents would not currently enable DPC to support the development.</p> <p>JT agreed that DPC should work with the resident and found the plan difficult to interpret.</p> <p>AJC considered the application looked like research into the site may have been lacking. It appears the structure appears will sit too close to the road and exiting the car port will be risky even in a forward direction. The applicant could consider withdrawing the application and seeking pre-app guidance from HDC.</p> <p>GB is concerned that the structure is not sympathetic in its size and with certain features such as velux windows and that it does not enhance the conservation area. Road access will be a significant problem and the carport should maybe sit further back in the plot.</p> <p><u>Way Forward</u></p> <p>Hart's view is what counts and the application could be allowed to run its course to gauge HDC's position or as suggested withdraw the application and seek their views. The application must be judged on the information provided and given the</p>	
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<p>82/15</p>	<p><b>Agenda item 8</b></p>	<p>inconsistencies and lack of clarity it is considered that neither 'support' or even 'no objection' would be a credible response.</p> <p>An 'objection' response can be justified should the concerns expressed above be accepted.</p> <p>GB would formulate a response by the end of the week for decision ex-committee.</p> <p>GB asked for any comments from the public present.</p> <p>CL considered that the application should not be objected to on the basis of sight lines exiting the property as there are other examples of garages close to the roadway where sightlines are poor. GB considered that development should not be encouraged if it does not provide safe access just because of other precedents.</p> <p>GB took the opportunity to address the state of the Local plan with SG. Hart have issued an initial assessment of SHLAA sites and eliminated many from the Local Plan process. The big news coming out this assessment is the potential new settlement sites at Lodge Farm and Murrell Green have been eliminated leaving only Winchfield.</p> <p>SG commented that HDC is in flux at the moment as there is a lot happening. The Hop Garden (Hook) appeal has been thrown out and makes interesting reading. As a result of this decision developers are on the back foot. Stillers Farm Appeal has been withdrawn. SG stated that HDC are pushing back dramatically at the moment on the pressure from Rushmoor, which is a more present issue and Surrey Heath which is not as relevant at the moment. Developers have been claiming that HDC only have a 2.5 – 3.5 land supply but this has been proven wrong and a 6 year land supply is accepted.</p> <p>GB asked if the Committee endorsed the officers decision at a meeting as half of the SHLAA is not going forward. SG confirmed that that is not part of the procedure as the meeting was the steering committee and all important decision would be taken by the District Council when the draft plan is considered.</p> <p>The Winchfield site is being challenged as well and things have moved along with the elimination at source of Lodge Farm and Murrell Green. SG confirmed that he had not looked at all the evidence.</p> <p>GB reminded SG that Cllr Crookes had given reassurance that villages will be protected. The infrastructure issues identified for Winchfield make absolutely no reference to Dogmersfield which will become completely gridlocked and seeks confirmation that KC will ensure that this is identified and properly assessed.</p> <p>SG suggested GB write to Stephen Parker. GB stated that in his view HDC are not being rigorous or unbiased enough.</p> <p><u>To confirm Consultation submission on Electoral Boundary Review following circulation including any commentary from County Councillor Jonathan Glen</u></p> <p>GB confirmed that the submission was prepared and circulated including to our County Councillor for comment. No comment has been received after a reminder email was sent. The deadline was confirmed as August 3<sup>rd</sup>. AJC reported on his attendance at a meeting on the subject and that HCC are anxious to receive comments from Parish Councils. It was agreed to chase up a response one more time and submit the DPC response as it is felt important to avert a merging of wards with less rural, dissimilar communities such as Fleet which is not appropriate for Dogmersfield.</p> <p><u>Neighbourhood Plan – To report on progress/ information finding and determine the next steps</u></p> <p>GB reported that at the June meeting the Council decided to formally initiate the process to create an NHP. CI has written to Hart DC seeking their acceptance of our request to designate the whole parish for this purpose. We have received an</p>	<p><b>GB</b></p> <p><b>CI</b></p>
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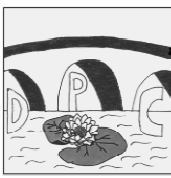
# DOGMERSFIELD PARISH COUNCIL

82/15	<b>Agenda item 8</b>	<p>acknowledgement and await the decision of the Cabinet. The period for residents to make a representation to HDC expires on 14<sup>th</sup> July.</p> <p>A meeting has been held with Liz Bourne of 'Planit' (a consultancy employed by many local parishes for assistance with their NHPs) on 18<sup>th</sup> June to get some advice on how best to launch the work to create the plan and what sort of consultant help will be available. A meeting has also been held on 1<sup>st</sup> July with two representatives from the Hartley Wintney NHP team to learn of their experiences which proved to be very helpful.</p> <p>These were followed with a strategy meeting on the 6<sup>th</sup> July and the conclusions from these meetings need to be turned into decisions with responsibilities as below:</p> <ul style="list-style-type: none"> <li>• The launch event will be a 'drop-in day' and provisionally has been booked at the school hall for Saturday 26<sup>th</sup> September 2015 from 11am to 5 pm.</li> <li>• Refreshments to be provided throughout the day. Tea, coffee and biscuits, wine and soft drinks to be made available.</li> <li>• Publicity to be provided through the Autumn Newsletter which will be structured around the NHP plus a pinkie delivered nearer to the date.</li> <li>• Large scale display maps to be obtained from Hart DC to represent the following: The Parish Boundary; The Dogmersfield Conservation Area; The Basingstoke Canal Conservation Area; The Settlement Boundary; Dogmersfield Park (to differentiate between the Park and the Hotel); The SHLAA sites in Dogmersfield; The SHLAA sites in Hart.</li> <li>• Display boards to be provided.</li> <li>• Old photos of the parish to be displayed.</li> <li>• An NHP presentation and discussion area to be available.</li> <li>• A questionnaire to be developed by utilising the following resources: Those used by other parishes; Seeking the assistance of Liz Bourne through initial discussion on scope of involvement (fees generally £350 per day) followed by formal engagement. GB to produce a first draft by end of August.</li> </ul> <p><b>It was resolved to commit up to £500 expenditure for the launch of the NHP for the use of Consultants and providing the drop in event and associated refreshments and hall hire</b> (GB proposed; AJC seconded and all were in favour).</p> <p>A further strategy meeting will be held in September.</p> <p><u>To confirm rota for attendance at Oakford Homes exhibition of Church Lane proposal on 14<sup>th</sup> July.</u></p> <p>The following rota was agreed:</p> <table border="1" data-bbox="301 1601 1366 1861"> <thead> <tr> <th>Time</th> <th>Action</th> <th>Who</th> </tr> </thead> <tbody> <tr> <td>4.15pm</td> <td>Greet Oakford and facilitate set up</td> <td>CI</td> </tr> <tr> <td>4.30pm – 6pm</td> <td>Be available</td> <td>GB &amp; AJC</td> </tr> <tr> <td>6pm – 8.30pm</td> <td>Be available</td> <td>GL &amp; JT</td> </tr> <tr> <td>7.30pm – 9pm</td> <td>Assist departure of Oakford and lock up</td> <td>CI &amp; GL</td> </tr> </tbody> </table>	Time	Action	Who	4.15pm	Greet Oakford and facilitate set up	CI	4.30pm – 6pm	Be available	GB & AJC	6pm – 8.30pm	Be available	GL & JT	7.30pm – 9pm	Assist departure of Oakford and lock up	CI & GL	<p>CI/GL</p> <p>MR</p> <p>AJC</p> <p>CI</p> <p>AJC</p> <p>GB</p> <p>AJC/GB/CI</p> <p>GB</p> <p>GB</p>
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83/15	<b>Agenda item 9</b>	<p><b><u>Environment &amp; Rights of Way</u></b></p> <p><u>To report on progress from current month visit by Community Payback Team and confirm work to be carried out</u></p>																



# DOGMERSFIELD PARISH COUNCIL

83/15	<b>Agenda item 9</b>	<p>GL reported that the most recent visit saw the team continue with the work on Pilcot Green North creating the new footpath into the area; pulling more of the Balsam plant. With their efforts and those of the Volunteer day 75% of the area has now been cleared of Balsam. The ditches in the area have also been maintained.</p> <p>The next visit is due to take place on August 7<sup>th</sup> where work will continue to finish the Balsam pulling and then look to maintain footpaths and clear the ditches of debris in anticipation of winter weather.</p> <p><u>To confirm date and scope of Goslings 2<sup>nd</sup> visit for village maintenance</u></p> <p>It was agreed to have Goslings visit for the 2<sup>nd</sup> maintenance visit for verge clearance mid to late August. CI will liaise with AJC to provide maps for areas of work and GL for the scope of the works required nearer the time.</p> <p><u>To discuss project work to footpaths in village</u></p> <p>GB confirmed that Councillors had considered the work that could be carried out to improve access to footpaths around the village making them more senior citizen and disabled access friendly. This would include replacing styles with user friendly gates; levelling out uneven ground, cutting back overgrown hedges and improving the surface underfoot by laying of chippings over a suitable membrane. A walkabout of village footpaths will be carried out in Autumn to assess the areas requiring work. These works could be funded by grant from potential developers; availability of other grants; CPT works and volunteer effort.</p> <p><u>To report on activities of Volunteer day</u></p> <p>GL reported that there have recently been two streams of volunteer action. The first was some hedge maintenance and tidy up of the area to Pilcot Green by the Queens Head to facilitate the Summer party. This was performed by two councillors.</p> <p>The second was the Volunteer day held on Saturday 11<sup>th</sup> July. There were 13 residents from the village including councillors. The activities centred around pulling of the Himalayan Balsam and a huge area has now been cleared. Local residents very kindly provided teas and coffees. Thanks go to all helpers that were involved on the day.</p> <p>GB mentioned that The Dogmersfield Dads have offered a series of weekends to carry out some village maintenance tasks in the early Autumn and GB would liaise with them to make the appropriate arrangements.</p>	<p>CI/AJC/ GL</p> <p>ALL</p> <p>GB</p>
84/15	<b>Agenda item 10</b>	<p><b><u>Highways</u></b></p> <p><u>To report any updates on Highways matters</u></p> <p>AJC reported that he is unable to attend the upcoming Traffic Partnership meeting and suggested drafting a letter which addresses all the issues and copy to our County Councillor. AJC will draft and circulate.</p>	<p>AJC</p>
85/15	<b>Agenda item 11</b>	<p><b><u>Other matters to report</u></b></p> <p><b>Community Liaison</b> – None to report.</p> <p><b>Training</b> – CI and JT completed their training courses. CI would like to attend a HALC hosted Pension workshop to facilitate actions required to be carried out by Council and seeks approval for attendance on course at a cost of £35 plus VAT.</p> <p><b>It was resolved that CI attend the HALC hosted Pension Auto-enrolment course to be</b></p>	



# DOGMERSFIELD PARISH COUNCIL

85/15	Agenda item 11	<p><b>held in September in Eastleigh at a cost of £35 plus VAT</b> (GB proposed, AJC seconded and all were in favour).</p> <p>AJC is attending Parish Online course on Monday 20<sup>th</sup> and suggested there may be some value in CI attending. CI at this time determined that she would look at obtaining some basic knowledge from AJC and review attendance of a course at a later time. AJC confirmed he will not incur any costs by attending the training.</p> <p><b>Website</b> – CI and AJC met to discuss website updates to comply with Transparency requirement. Following Transparency update course CI will complete the updates over the next couple of months. CI to update JT details.</p> <p><b>Newsletter</b> – The list of suggested articles would be re-circulated. The deadline for submissions is at the end of week commencing 20<sup>th</sup> July to enable the newsletter to be pieced together bearing in mind planned holidays.</p>	<p>CI</p> <p>CI</p> <p>CI/MR</p>									
86/15	Agenda item 12	<p><b><u>Crime and Disorder Act, section 17</u></b></p> <p>No matters to discuss.</p>										
87/15	Agenda item 13	<p><b><u>Dates of future meetings</u></b></p> <p><b><u>2015/16</u></b> Meetings are scheduled as follows:</p> <table border="1" data-bbox="304 1115 1362 1227"> <tr> <td>September 14<sup>th</sup></td> <td>October 12<sup>th</sup></td> <td>November 9<sup>th</sup></td> </tr> <tr> <td>December 14<sup>th</sup></td> <td>January 11<sup>th</sup></td> <td>February 8<sup>th</sup></td> </tr> <tr> <td>March 14<sup>th</sup></td> <td></td> <td></td> </tr> </table>	September 14 <sup>th</sup>	October 12 <sup>th</sup>	November 9 <sup>th</sup>	December 14 <sup>th</sup>	January 11 <sup>th</sup>	February 8 <sup>th</sup>	March 14 <sup>th</sup>			
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March 14 <sup>th</sup>												
88/15	Agenda item 14	<p><b><u>Information Sharing</u></b></p> <p>AJC asked if DPC would like to consider vote for roles to be held at the HDAPTC meeting tomorrow. GB would decide as appropriate at the meeting to be held 14<sup>th</sup> July.</p>										

Signed.....  
Chairman

Date.....

**Dogmersfield Parish Council Finance Report  
as at 31st August 2015**

<b>Bank Reconciliation</b>	
<b>Opening Cashbook Balance at 1st April 2015</b>	<b>6,455.70</b>
<b>Add</b>	
Total Cashbook Receipts YTD 2015/16	7,537.84
<b>Less</b>	
Total Cashbook Payments YTD 2015/16	(3,787.34)
<b>VAT adjustment</b>	
<b>ADD</b> VAT refunded YTD on prior year expenditure	523.64
<b>LESS</b> VAT paid YTD on expenditure	(176.02)
<b>Credit Balance in Cashbook after VAT adjustment</b>	<u><b>10,553.82</b></u>
<b>Actual Bank Balance as per Bank Statement dated 31st August 2015</b>	<u><b>10,553.82</b></u>
<b>Difference to Reconcile</b>	<u><u><b>-</b></u></u>
<b>Unpresented Cheques</b>	<u><u><b>-</b></u></u>

<b>CASHBOOK ENTRIES IN MONTH</b>							
Cheque number	Date	Received From/ Payable to	Details	Receipts		Payments	
				Net Amount	VAT	Net Amount	VAT
<b>August 2015</b>				-	-	-	-
933	03/08/2015	HALC	Training CI	-	-	35.00	7.00
934	03/08/2015	Hants & IOW CRC Ltd	CPT Team June 15 visit	-	-	75.00	-
935	20/08/2015	Claire Inglis	August 2015 Salary	-	-	397.00	-
<b>Total Receipts &amp; Payments in Month</b>				-	-	<b>507.00</b>	<b>7.00</b>
<b>Total Receipts &amp; Payments YTD</b>				<b>7,537.84</b>	<b>523.64</b>	<b>3,787.34</b>	<b>176.02</b>

## Dogmersfield Parish Council

### Expenditure Analysis at 31st August 2015

Budget Area	Budget 2015/16	Expenditure August 2015	Expenditure YTD	Budget Virement in Year	Budget Balance as at 31st August 2015	Percentage Budget Spent	Analysis of Unbudgeted Expenditure
<b>Internal operations</b>							
Parish Clerk	4,765.00	397.00	1,985.00		2,780.00	41.66%	
Subscriptions	650.00	0.00	424.00		226.00	65.23%	
Meeting costs	400.00	0.00	45.60		354.40	11.40%	
Training	250.00	35.00	157.85		92.15	63.14%	
Admin consumables	465.00	0.00	35.74		429.26	7.69%	
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	0.00	155.00		45.00	77.50%	
Election contingency	600.00	0.00	0.00		600.00	0.00%	
<b>Total Internal Operation Budget 2015/16</b>	<b>8,250.00</b>	<b>432.00</b>	<b>3,068.19</b>	<b>0.00</b>	<b>5,181.81</b>	<b>37.19%</b>	
<b>Service delivery</b>							
Village maintenance	2,250.00	0.00	214.15		2,035.85	9.52%	
Lengthsman Costs	1,000.00	75.00	505.00		495.00	50.50%	
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%	
<b>Total Service Delivery Budget 2015/16</b>	<b>3,750.00</b>	<b>75.00</b>	<b>719.15</b>	<b>500.00</b>	<b>3,530.85</b>	<b>19.18%</b>	
<b>Budget Contingency 2015/16</b>							
Contingency	500.00		0.00	(500.00)	0.00	0.00%	
<b>Total Budget Expenditure 2015/16</b>	<b>12,500.00</b>	<b>507.00</b>	<b>3,787.34</b>	<b>0.00</b>	<b>8,712.66</b>	<b>30.30%</b>	



## DOGMERSFIELD PARISH COUNCIL PLANNING APPLICATIONS RECEIVED AND STATUS REPORT

Application No	Date Valid	Date Due	Description	HDC Status	DPC Status
15/01873/PREAPP	Tue 11 Aug 2015	Not Applicable	<b>Fermoy Farnham Road Odiham Hook Hampshire RG29 1HS</b> 5 dwellings with associated services and landscaping at land at Fermoy, Farnham Road	Registered	
15/01777/FUL	Fri 24 Jul 2015	Thu 20 Aug 2015	<b>Hungerford Farm Pale Lane Winchfield Hook Hampshire RG27 8SW</b> Solar farm of approximately 5MW of generating capacity, comprising the installation of solar photovoltaic panels and associated infrastructure including electrical inverter and transformer cabins, switchgear and meter house, access tracks, fencing, CCTV, landscape planting, and grid connection.	Registered	Objection
15/01046/HOU	Wed 01 Jul 2015	Sat 25 Jul 2015	<b>Forge Cottage Church Lane Dogmersfield Hook RG27 8SZ</b> Erection of a proposed carport with store room over	Registered	Objection
15/01163/FUL	Wed 03 Jun 2015	Thu 02 Jul 2015	<b>Blue Bell Lodge Rye Common Lane Crondall Farnham Surrey GU10 5DE</b> Erection of a 4 Bedroom detached dwelling with detached three-bay car port following demolition of existing dwelling	Refuse	Objection
15/01083/FUL	Wed 27 May 2015	Fri 03 Jul 2015	<b>Rose Court Rye Common Lane Crondall Farnham GU10 5DD</b> 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	Consideration on 9 <sup>th</sup> Sept	Access Concerns
15/00373/FUL	Mon 16 Mar 2015	Fri 08 May 2015	<b>Four Seasons Hotel Dogmersfield Park Chalky Lane Dogmersfield Hook Hampshire RG27 8TD</b> 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	Grant	No Objection
14/01653/FUL	Fri 25 Jul 2014	Wed 20 Aug 2014	<b>Junction Of A287/Crondall Road Bowling Alley Crondall Farnham Surrey GU10 5RL</b> 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	<b>Land North Of Netherhouse Copse Hitches Lane Fleet Hampshire</b> 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	Refused	Objection