



# DOGMERSFIELD PARISH COUNCIL

## NOTICE OF MEETING

To be held on  
**Monday 8<sup>th</sup> February 2016**  
**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 11 <sup>th</sup> January 2016	Appendix 1
5	Matters arising from minutes of 11 <sup>th</sup> January 2016 <ul style="list-style-type: none"> <li>To include consideration of outstanding action list</li> </ul>	
6	<b>Finance &amp; Regulatory Matters</b> <ul style="list-style-type: none"> <li>To receive and approve financial statement of account from 1<sup>st</sup> – 31<sup>st</sup> January, confirm payments made in January and authorise any payments now due</li> <li>To receive an update on the Smaller Authorities Audit Appointments process and determine whether to opt in or opt out</li> </ul>	RFO Appendix 2
7	<b>Planning</b> <ul style="list-style-type: none"> <li>To report on current planning applications and confirmation of Parish Council responses</li> <li>To consider approach to planning application 16/00121/HOU Old Parsonage Church Lane Dogmersfield Hook Hampshire RG27 8TB Erection of a side and rear extension to existing garage.</li> <li>Neighbourhood Plan (NHP) update on progress</li> <li>To report on the HDC Local Plan Consultation developments from January meeting and any actions required.</li> </ul>	
8	<b>Environment and Rights of Way</b> <ul style="list-style-type: none"> <li>To receive quotes for tree work to Pilcot Green South and agree next steps.</li> <li>To confirm details for walking the footpaths to determine level of work required</li> <li>To receive update on chicane project information and agree to place order for work</li> </ul>	
9	<b>Highways</b> <ul style="list-style-type: none"> <li>To report any updates on Highways matters</li> </ul>	
10	<b>Other matters to report</b> <ul style="list-style-type: none"> <li>(i) Community Liaison – Update on possible implementation of Speedwatch</li> <li>(ii) Training</li> </ul>	



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	(iii) Website - <u>Transparency Regulations</u> To receive an update on the website transparency updates	
	(iv) Newsletter – Timeline and outline content to be agreed and by whom	
11	Crime and Disorder Act, section 17	
12	Next meeting date – March 8 <sup>th</sup> 2016	
13	Information sharing	

## Notes and Appendices

### Appendix 1 - Proposed resolution subject to discussion

It was resolved that the minutes of the meeting held 11<sup>th</sup> January 2016 (01/16 to 13/16) 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) February 2016 Clerk Salary payment £397 due 20<sup>th</sup> of month
- b) Hampshire County Council Hall hire Sept – December £105 (5 meetings)

Proposed	Seconded	Against	Abstain	All in favour
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- c) Geoff Beaven expense claim £26.42 stationery re HDC consultation

Proposed	Seconded	Against	Abstain	All in favour
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# DOGMERSFIELD PARISH COUNCIL

## Minutes of the Meeting Held at Dogmersfield Primary School 11<sup>th</sup> January 2016

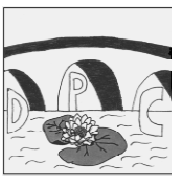
### Councillors present:

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

### Members of Public present:

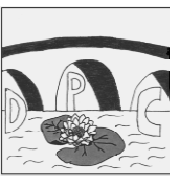
Carol Leversha (CLe)      Brian Leversha (BLe)      Steph Thomas  
 Chris Waller                Elizabeth Waller (EW)      Christine Smith  
 Brian White (BW)            Ken Crookes (KC)

01/16	<b>Agenda item 1</b>	<p><b><u>Welcome &amp; Apologies</u></b></p> <p><b>All DPC councillors were present.</b></p> <p>In addition apologies were received from District Councillors John Kennett and Stephen Gorys and Mary Morrison. GB opened the meeting and welcomed everyone.</p>	
02/16	<b>Agenda item 2</b>	<p><b><u>Declaration of interests – current agenda</u></b></p> <p>None were received</p>	
03/16	<b>Agenda item 3</b>	<p><b><u>Public Participation</u></b></p> <p>GB introduced the public participation section of the agenda by commenting that since the last meeting the work of the Council has been dominated by Hart’s consultation on its Refined Options for Delivering New Homes. DPC were pleased to see many of you at the drop in event on Saturday 9<sup>th</sup>. Progress will be reported as well as considering the next steps under agenda item 7 and public participation will be allowed at that time.</p> <p>CLe requested clarification about the anti-bribery statement in the December minutes. CI explained this was to confirm that DPC councillors do not sit on the HDC planning committee or are an officer of HDC planning committee and therefore agreed that there was no undue influence in the matter of Solstice obtaining planning permission for the Solar Farm on Hungerford Farm.</p> <p>CLe asked for an update on the status of the telephone kiosk and its potential usage. GB confirmed that it was in the hands of the working party to make proposals for its use and suggested CLe contacted them directly.</p> <p>CLe commented on the continuing difficulty in passing along the footpath that runs from Chatter Alley to the Hungerford farm solar site. GL responded that work of this kind will be predominantly through the volunteer initiatives and that all are welcome to come along with tools to carry out the work. AJC also commented further on the Solstice Community Benefit fund that will be available for projects of benefit within the parish and resources could be utilised on such projects although the fund is not payable until electricity is generated from the solar farm. The funding could be substantial up to £2k per annum.</p>	



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03/16	Agenda item 3 cont'd	<p>CLe asked what is being done to get Hampshire Highways to resolve the flooding issue outside the Queens Head pub. GB responded that Highways are considering it a low priority as there is currently no risk to people or property. It is evident that there is a significant blockage to the drainage pipe. GB suggests that everyone reports the issue on every occurrence of the problem on the Hampshire website at <a href="http://www.hantsweb.gov.uk">www.hantsweb.gov.uk</a>. Using Report it on the front page to report a problem on the road and use the map facility to pinpoint the area. BLe commented that he observed a cyclist who had dismounted to get past the problem area but was drenched by an inconsiderate driver. GL considered that as people are choosing to avoid the flood outside the pub by turning right from Church Lane onto Chatter Alley this is a very difficult and dangerous manoeuvre as there is no visibility from oncoming cars from the left.</p> <p>GB suggested that if as many people as possible reported the issue some action may eventually be taken. He confirmed with KC that the next Flood Forum is due to take place in a couple of weeks and that this issue should be brought forward then as well as the reoccurrence of problems with the Chatter Alley sewage pumping station adjacent to Acorns.</p>	
04/16	Agenda item 4	<p><b><u>To approve the minutes of the meeting held on 14<sup>th</sup> December 2015</u></b></p> <p><b>It was resolved that the minutes (131/15 to 143/15) be accepted as a true record and they were signed by GB.</b> (AJC proposed, JT seconded and all were in favour).</p>	
05/16	Agenda item 5	<p><b><u>Matters arising from the minutes of the meeting held on 14<sup>th</sup> December 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>• 'Dog Mess' signs to be installed</li> <li>• No Canal closure updates at this time</li> <li>• Date to be diarised at February meeting for walk of footpaths and inspection of Parish assets</li> <li>• CI contacted Solstice who confirmed that liaison will take place prior to commencement of works</li> </ul> <p>CI contacted Amanda Ingham of HIWWT inviting her to visit PGN following the work to rid PGN of Himalayan Balsam and clearance of some of the scrub. This is to seek specific advice on the next steps that should be taken. Amanda Ingham has given a comprehensive reply to CI's request including identifying the type of seed and the supplier that should be used.</p> <p>GB confirmed therefore that there is sufficient information to manage without a visit. Suggested seed types included either Woodland Mixture or the Wild Flowers for Woodland with the cost similar for both in relation to coverage. The area needs to be measured that will be treated to confirm how much is needed. CLe voiced caution with this course of action as aggressive weeds will in future years compete and whilst the seeds may be productive in the first year they may struggle in subsequent years. GB was content that the advice from HIWWT was relevant for the area.</p> <p><b>It was resolved to spend up to £60 on wildflower seeds for use on PGN following measurement of the relevant area</b> (GB proposed, GL seconded and all were in favour).</p> <ul style="list-style-type: none"> <li>• Updated insurance schedule has been received</li> <li>• Salary review reflected in budget</li> <li>• Post on Church Lane was confirmed as upright and safe</li> <li>• Maps for speed watch to be produced</li> </ul>	<p>CI/AJC</p> <p>GL/GB</p>



# DOGMERSFIELD PARISH COUNCIL

06/16

Agenda  
item  
6

## Finance and Regulatory Matters

To receive and approve financial statement of account from 1st – 31<sup>st</sup> December, confirm payments made in December and authorise any payments now due

CI reported the bank balance at end of December stands at £8,087.54 and this has been agreed by AJC and signed. During December the following payments made are confirmed below:

Chq no: 952 £75 Hants & IOW CRC Ltd CPT visit Oct 15

Chq no: 953 £30 Peter Barton – Electrical certificate

Chq no: 954 £397 Clerk Dec 15 salary

Current committed expenditure relates to CPT visits not yet invoiced/paid totalling £150.

**It was resolved that the statement of accounts be accepted as a true record and payments listed therein be confirmed** (GB proposed, JT seconded and all were in favour).

CI requested authorisation of the following payments:

- January 2016 Clerk Salary payment £397.00 due 20<sup>th</sup> of the month

**It was resolved to authorise the payment to be settled as listed upon receipt of relevant paperwork (invoice or expense claim)** (GB proposed, GL seconded and all were in favour).

To approve Precept Level for 2016/17

CI had distributed a cash flow projection to Councillors which showed the impact of a £2k increase to the Precept based on a closing cash balance of £5.8k at 31<sup>st</sup> March 2016 and an expenditure budget as set in December of £14.2k. This represented a closing cash balance projection of £2k at close of 2016/17 financial year.

GB asked if councillors agreed the uplift in precept as per previous discussions. All were content with the increase.

**It was resolved that the Annual precept for DPC be set at £9,481 for the year 2016/17 and the application for the income be submitted before 31<sup>st</sup> January** (GB proposed, AJC seconded and all were in favour).

CI

To approve Salary review of Clerk/RFO and outcome

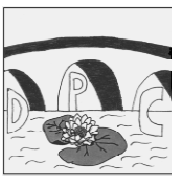
At the last meeting GB reported that the annual salary review was completed and DPC now need to formally agree the resulting financial changes. The review itself was carried out by GB and AJC and the outcome has been endorsed by the other Councillors. CI has also indicated that she is happy with the outcome. The result is that we intend to achieve the goal that was set last year of paying CI £10 per hour which we concluded was the going rate locally for work with similar duties and responsibilities. This means we will increase the Clerk/RFO salary by 3.17% for 2016/17 with expense allowances remaining unchanged. GB asked councillors to endorse the decision to enable him to make a formal written offer to CI.

GB

**It was resolved that to approve the Clerk/RFO salary for 2016/17 to be increased to £4,680 per annum before expenses of £228 per annum (Annual total £4,908 increased from £4,764) and to be paid from 1<sup>st</sup> April 2016 on a monthly basis of £409 including expenses** (GB proposed, MR seconded and all were in favour).

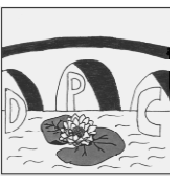
To discuss request for sponsorship funding of Annual Flower Show in village

DPC have received an email from the Honorary Secretary of the Dogmersfield, Winchfield and Crookham Village Horticultural Society which points out that the cost of putting on the annual Flower Show and Fete are increasing and that it is becoming increasingly



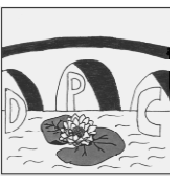
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06/16	<p><b>Agenda item 6 cont'd</b></p>	<p>difficult to run the show without sponsorship. They are seeking support through sponsorship in the region of £200 from DPC.</p> <p>It is worth reminding ourselves that currently DPC do not sponsor or support any private events with cash donations. The activities that may resemble sponsorship are that for many years the Parish Council purchased and erected a Christmas tree with lights on Pilcot Green South. For the past few years however Dogmersfield Events have taken over this task as part of their Christmas Event with the use of Parish Council owned lights and the Parish Council has met the cost of a safety inspection and certificate. Also the Parish Council has trimmed the hedge on Pilcot Green North at the time of the similar Summer Event but this has been volunteer effort with no expenditure involved.</p> <p>For consideration is whether we should agree to cash sponsorship or possibly whether alternatively we should offer support in kind if a suitable task can be identified that has wider benefits for the parish.</p> <p>GL considered that as a villager if he wishes to attend the event he is happy to pay the entrance fee and has in the past taken guests with him who have also been happy to pay an entrance fee. Attendance is from areas well outside the village. GB felt the precept was not the right source of funding and would be happy to offer support in kind if the organising committee felt that there was a task they would seek assistance with. AJC also agreed that he felt uncomfortable to take this from precept thus charging all residents for an event that they may not themselves want to attend.</p> <p>It was agreed that CI would respond and offer support in kind if there was a task that they could come up with relevant to the village.</p> <p><u>To agree meeting dates for 2016/17</u></p> <p>CI provided Councillors with a list of proposed dates. It was highlighted that the APA falls after the Easter holidays on 11<sup>th</sup> April and the AGM on the 9<sup>th</sup> May would follow any potential election to elect a new Dogmersfield Parish Council. All agreed that the dates be accepted and CI would notify the school to book the room(s).</p> <p>In relation to a possible election for DPC CI will establish and confirm the process for the required notices and ensure the timing would match any other elections required in the village.</p> <p>[MR was excused from the meeting at 8.20pm to assist a member of the public]</p>	<p>CI</p> <p>CI</p>
07/16	<p><b>Agenda item 7</b></p>	<p><b><u>Planning</u></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:</p> <p><b>15/02111/AMCON Equestrian Centre removal and variation of approval conditions</b> – As indicated the Parish Council objected to the proposed changes to the conditions attached to the approval of this scheme. Permission has been granted by HDC.</p> <p><b>15/02191/LDC Blue Bell Lodge Lawful Development Certificate for siting of caravan</b> – There has been no change since last month but HDC website now includes a statutory declaration from someone who visited the site regularly many years ago confirming that there was an occupied caravan there at that time.</p> <p><b>15/02401/FUL Church Lane 3 dwellings</b> – There has been no change since last month. GB would expect the application to be considered soon by the HDC planning committee.</p> <p><b>15/02669/CA Rushy House</b> – The cypress trees covered by this application have been removed.</p> <p><b>15/02814/LBC Rosevale Chimes</b> - a new application to replace some rotten windows to match the existing. This is a Grade 2 listed building created from two cottages of different ages and appearance. Although having all similar window styles may improve the appearance, Listing considerations may favour retaining the existing mismatch. The Parish</p>	



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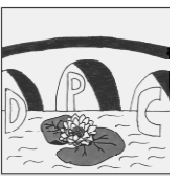
<p>07/16</p>	<p>Agenda item 7 cont'd</p>	<p>Council has submitted no objections.</p> <p><u>Neighbourhood Plan (NHP) update on progress</u>          Work on the neighbourhood plan has been delayed by the need to concentrate our efforts on the refined options consultation. Once this is over DPC will be refocusing on the work to identify volunteers to form the steering committee and DPC will be requesting the available grants.</p> <p><u>To discuss and confirm response level to HDC Local Plan Consultation and agree DPC submission and Chairman's letter to Daryl Phillips</u>          The Council agreed a three step approach to ensure that residents were aware of the implication for Dogmersfield of the consultation and were provided with guidance on how to respond.</p> <p><b>Step one:</b> Involved the delivery to all households of a Dear Resident letter spelling out the implications of the consultation and explaining why it is in resident's interest to respond. The letter enclosed a hard copy response form provided to us by Hart DC together with a another version of the same form showing how the Parish Council would fill in the mandated boxes. These were all delivered before Christmas and made available on the Parish Council website.</p> <p>To express their views residents could either complete the Hart DC online response form, fill in the hard copy blank form but if they fully supported the Parish council advise they only needed to add their name and post code to the filled in version of the response form.</p> <p><b>Step two:</b> As further support to residents the Parish Council held a drop in event from 11.00am to 6,00pm on Saturday 9<sup>th</sup> January. This provided an opportunity for residents to ask questions about the consultation and be helped to fill in a form on the spot. It was well supported and a large number of completed forms were left with the Council for onward delivery to Hart DC by the deadline of 15<sup>th</sup> January.</p> <p><b>Step three:</b> Involves house to house calls to those residents that could not attend the drop in and has already been started. DPC needs to identify what remains to be done before the end of the week.</p> <p>GB had circulated the response form to be submitted by DPC and GB requested that this to be submitted on line to ensure that nothing is lost in transcription after it reaches Hart DC. Your endorsement of this draft is requested. All agreed with the content to be submitted.</p> <p>At a briefing for Parish Councils on 2<sup>nd</sup> November Daryl Phillips indicated that he would welcome a letter from Parish and Town Councils in addition to their submission of a completed response form. I have consequently circulated a draft letter from me to Daryl and I would like your endorsement to this also. I intend to copy my letter to our district representatives.</p> <p>GB reported that however HDC have over the weekend changed the online version of the consultation but this still leaves significant inconsistencies between the wording now of the questions on the website and the same questions in the supporting documentation to the consultation. AJC read the statement issued today by HDC.</p> <p><b><i>"Statement regarding versions of response form</i></b>  <i>It has been brought to our attention that the text preceding Question 1 of the Local Plan Response Form changed during the consultation. This change only affected the hard copy response form (in pdf format) that could be downloaded from the website between 6 January 2016 and 11 January 2016. It did not affect the online response form. Originally the text preceding Question 1 read:</i></p>	<p>GB/CI</p> <p>CI</p>
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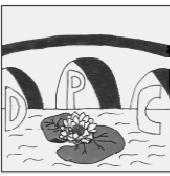
<p>07/16</p>	<p>Agenda item 7 cont'd</p>	<p><b><i>You need not answer every question or make comments but you must answer Questions 4 and 5 and you must complete those two questions in full by ranking all preferences otherwise it will invalidate your response.</i></b>  <i>On 6 January 2016 it then changed to read:</i>  <b><i>You need not answer all the following question or make comments but if you seek to answer Questions 4 and 5 you must complete the question in full by ranking all preferences otherwise it will invalidate your response.</i></b>  <i>This was caused by an administrative error and we apologise for any concerns raised by this. We will get in touch with anyone who did not complete Questions 4 and 5 using the 'incorrect' hard copy response form and clarify that they need to complete Questions 4 and 5 fully.</i>  <i>The administrative error occurred when the Response Form was corrected on 6 January 2016 to include the villages of Crookham Village, Dogmersfield and Eversley in the list at Question 4 (Approach 1). This reflects the main consultation document itself (Refined Options for Delivering New Homes) which is correct. Unfortunately an earlier, incorrect, version of the Response Form (which was never published) was used as the basis for this correction, which is where the error lies. To be absolutely clear, there was no conscious attempt by anyone to change the text in the Response Form that precedes Question 1. In the new, corrected, response form we have also taken the opportunity to include a comments box under Question 4, consistent with the online form. However it is stressed that comments pertaining to Question 4 will be taken into account wherever they are made on the response form."</i></p> <p>GL stated that it raised questions. Are questionnaires that HDC have collected going to stand? It would appear that the whole process is bust. KC confirmed that he had no idea what the plan or process will be but that it will be even more difficult now in light of these changes. KC also confirmed that to a large extent he agrees with the response from DPC. He could not confirm who was instrumental in making the changes but was certain it was not members of the cabinet. GL suggested that a legal case would be warranted if incorrect assumptions from the responses were made based on a seriously flawed process.</p> <p>GB asked KC whether DPC would know if forms were excluded with KC reassuring GB that he would find this out. A solid evidence trail of conclusions from such a flawed process would be impossible to achieve and therefore any resulting conclusion from the consultation would also be flawed and could be accused of manipulating a response. GL suggested that the process was so flawed that the required answer for where to develop has been decided and the consultation responses would reflect this. KC disagreed with this and whilst some members of cabinet may have made up their minds many have not including senior officers.</p> <p>AJC suggested that GB letter should be addressed to both Chief Executives of the Council. GB confirmed that he would adjust the letter to Daryl Phillips to outline the continuing inconsistencies and the impact of the changes for Dogmersfield residents.</p> <p>Both documents to be placed on our website. Residents voiced their thanks for the support provided by DPC.</p>	<p>GB CI</p>
<p>08/16</p>	<p>Agenda item 8</p>	<p><b><u>Environment &amp; Rights of Way</u></b></p> <p><u>To confirm Community Payback Team booking for April</u>          CI confirmed that the CPT has been booked to recommence work from April 2016. Friday will continue to be the visit day but the date in April is to be confirmed nearer the time.</p>	





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08/16	<b>Agenda item 8 cont'd</b>	<p>[MR returned to meeting] at 8.55pm]</p> <p><u>To receive update on chicane project information and agree to place order for work</u>          Following the December meeting CI completed the following actions to finalise cost of project.</p> <p>To obtain licence for works on Highway would cost £115 with the licence valid for five years.</p> <p>Goslings confirmed quote was still valid for works.</p> <p>Goslings confirm they have correct £10m public liability insurances and accreditation to New Roads and Street Works 1991 Code of practice.</p> <p>HDC confirmed a planning application fee was not applicable          Therefore the total cost of the project would be</p> <p>£115 licence          £490 Goslings          Total £605</p> <p>CI would request a method statement from Goslings to be discussed at the next meeting.</p>	<p>CI</p>
09/16	<b>Agenda item 9</b>	<p><u>Highways</u></p> <p><u>To report any updates on Highways matters</u>          AJC confirmed that highways matters had taken a back seat during the past month due to the consultation work. BW asked about hedges being cut along Church Lane as they are causing a danger to drivers of large vehicles being required to drive in the middle of the road. AJC agreed that whilst this is the responsibility of the landowner HCC have also made such significant cut backs that any action is very unlikely.</p>	
10/16	<b>Agenda item 10</b>	<p><u>Other matters to report</u></p> <p><b>Community Liaison – <u>Update on possible implementation of Speedwatch</u></b>          AJC to complete maps for GB to discuss further with the Fleet team.</p> <p><b>Training –</b> AJC drew attention to the “Planning for Tomorrow” Conference due to be held in March by HALC. GB considered that the conference was at a high level and therefore does not wish to attend.</p> <p><b>Website – <u>Transparency Regulations to approve claim for funding from HALC</u></b>          CI confirmed that she had spent more time on the Transparency work during the month and considered the estimate provided at the February meeting summarised below was a realistic estimate of time and resource to submit a claim for funding from HALC.</p> <p>All were in agreement for CI to submit the claim.</p> <p>£67.85 Training costs incurred (HALC course plus travel)          £60.00 Clerk time to date to assess need and compile documents for website (6 hours @ £10 per hour)          £210 Clerk estimate of time required to complete website data update (3 days @ 7hours)          £60 Clerk time Jan – Mar to maintain updates (@ 2 hours per months).          Total claim will be submitted prior to the 15/2/16 deadline totalling approx. £397.85.</p> <p>Newsletter – It was agreed the timing of the newsletter should enable advertising of the APA with the NHP being the lead topic. CI would create a timeline to confirm the feasibility of a late March/ early April issue.</p>	<p>AJC</p> <p>CI</p> <p>CI</p>



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11/16	Agenda item 11	<p><b><u>Crime and Disorder Act, section 17</u></b></p> <p>CI and AJC were contacted by PCSO Paul Franks on Monday 4<sup>th</sup> January in relation to the cricket club shed being broken into. The police were very responsive and attended the club to ascertain if there was any loss. CI put them in touch with members of the club.</p>															
12/16	Agenda item 12	<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="304 591 1019 633"> <tr> <td>February 8<sup>th</sup></td> <td>March 14<sup>th</sup></td> </tr> </table> <p><b><u>2016/17</u></b> Meetings scheduled as follows:</p> <table border="1" data-bbox="304 736 1390 853"> <tr> <td>APA April 11<sup>th</sup></td> <td>AGM May 9<sup>th</sup></td> <td>June 13<sup>th</sup></td> <td>July 11<sup>th</sup></td> </tr> <tr> <td>No August meeting</td> <td>September 12<sup>th</sup></td> <td>October 10<sup>th</sup></td> <td>November 14<sup>th</sup></td> </tr> <tr> <td>December 12<sup>th</sup></td> <td>January 9<sup>th</sup></td> <td>February 13<sup>th</sup></td> <td>March 13<sup>th</sup></td> </tr> </table>	February 8 <sup>th</sup>	March 14 <sup>th</sup>	APA April 11 <sup>th</sup>	AGM May 9 <sup>th</sup>	June 13 <sup>th</sup>	July 11 <sup>th</sup>	No August meeting	September 12 <sup>th</sup>	October 10 <sup>th</sup>	November 14 <sup>th</sup>	December 12 <sup>th</sup>	January 9 <sup>th</sup>	February 13 <sup>th</sup>	March 13 <sup>th</sup>	
February 8 <sup>th</sup>	March 14 <sup>th</sup>																
APA April 11 <sup>th</sup>	AGM May 9 <sup>th</sup>	June 13 <sup>th</sup>	July 11 <sup>th</sup>														
No August meeting	September 12 <sup>th</sup>	October 10 <sup>th</sup>	November 14 <sup>th</sup>														
December 12 <sup>th</sup>	January 9 <sup>th</sup>	February 13 <sup>th</sup>	March 13 <sup>th</sup>														
13/16	Agenda item 13	<p><b><u>Information Sharing</u></b></p> <p>Meeting closed at 9.10pm</p>															

Signed.....  
Chairman

Date.....

**Dogmersfield Parish Council Finance Report  
as at 31st January 2016**

<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	8,637.84
<b>Less</b>	
Total Cashbook Payments YTD 2015/16	(7,731.84)
<b>VAT adjustment</b>	
<b>ADD</b> VAT refunded YTD on prior year expenditure	523.64
<b>LESS</b> VAT paid YTD on expenditure	(344.80)
<b>Credit Balance in Cashbook after VAT adjustment</b>	<u><b>7,540.54</b></u>
<b>Actual Bank Balance as per Bank Statement dated 31st January 2016</b>	<u><b>7,690.54</b></u>
	<u><b>Difference to Reconcile 150.00</b></u>
	<b>Unpresented Cheques</b>
	75.00 Chq 955
	75.00 Chq 957
	<u><b>150.00</b></u>

<b>CASHBOOK ENTRIES IN MONTH</b>							
Cheque number	Date	Received From/ Payable to	Details	Receipts		Payments	
				Net Amount	VAT	Net Amount	VAT
<b>January 2016</b>							
955	11/01/2016	Hants & IOW CRC Ltd	CPT Team Nov 15 visit	-	-	75.00	-
956	20/01/2016	Claire Inglis	Jan 16 Salary	-	-	397.00	-
957	18/01/2016	Hants & IOW CRC Ltd	CPT Team Dec 15 visit	-	-	75.00	-
<b>Total Receipts &amp; Payments in Month</b>				-	-	<b>547.00</b>	-
<b>Total Receipts &amp; Payments YTD</b>				<b>8,637.84</b>	<b>523.64</b>	<b>7,731.84</b>	<b>344.80</b>

## Dogmersfield Parish Council

### Expenditure Analysis at 31st January 2016

Budget Area	Budget 2015/16	Expenditure Jan 2016	Expenditure YTD	Budget Virement in Year	Budget Balance as at 31st January 2016	Percentage Budget Spent	Analysis of Unbudgeted Expenditure	Committed Expenditure
<b>Internal operations</b>								
Parish Clerk	4,765.00	397.00	3,970.00		795.00	83.32%		
Subscriptions	650.00	0.00	699.00	50.00	1.00	107.54%		
Meeting costs	400.00	0.00	129.60		270.40	32.40%		
Training	250.00	0.00	229.37		20.63	91.75%		
Admin consumables	465.00	0.00	87.20		377.80	18.75%		
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	(5.00)	30.00	88.33%		
Audit of accounts	200.00	0.00	155.00	(45.00)	0.00	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>397.00</b>	<b>5,535.17</b>	<b>0.00</b>	<b>2,714.83</b>	67.09%		
<b>Service delivery</b>								
Village maintenance	2,250.00	150.00	912.49		1,337.51	40.56%		
Lengthsman Costs	1,000.00	0.00	1000.00		0.00	100.00%		
Neighbourhood Plan	0.00	0.00	54.18	500.00	445.82	0.00%		
Project work to benefit the community	500.00	0.00	230.00		270.00	46.00%		
<b>Total Service Delivery Budget 2015/16</b>	<b>3,750.00</b>	<b>150.00</b>	<b>2196.67</b>	<b>500.00</b>	<b>2,053.33</b>	58.58%		
<b>Budget Contingency 2015/16</b>								
Contingency	500.00	0	0.00	(500.00)	0.00	0.00%		
<b>Total Budget Expenditure 2015/16</b>	<b>12,500.00</b>	<b>547.00</b>	<b>7,731.84</b>	<b>0.00</b>	<b>4,768.16</b>	<b>61.85%</b>		

Please note that committed expenditure relates to items of expenditure resolved at council and/or contract placed

## DOGMERSFIELD PARISH COUNCIL PLANNING APPLICATIONS RECEIVED AND STATUS REPORT

Application No	Date Valid	Date Due	Description	HDC Status	DPC Status
16/00121/HOU	Tue 19 Jan 2016	Fri 26 Feb 2016	<b>Old Parsonage Church Lane Dogmersfield Hook Hampshire RG27 8TB</b> Erection of a side and rear extension to existing garage.	Registered	TBD
15/02814/LBC	Mon 14 Dec 2015	Tue 12 Jan 2016	<b>Rosevale Chimes Church Lane Dogmersfield Hook Hampshire RG27 8SZ</b> Replace existing rotten single pane type windows with leaded light type. (2 windows to front of property)	Registered	No objection
15/02669/CA	Tue 03 Nov 2015	Not Available	<b>Rushy House Chatter Alley Dogmersfield Hook Hampshire RG27 8SS</b> NOTIFICATION OF PROPOSED WORKS TO TREES IN A CONSERVATION AREA T1/T2 fell 2 ellwood cypress in rear garden as they have multiple limb failures in the past. Grind out stumps	No objection	No response
15/02401/FUL	Wed 07 Oct 2015	Thu 12 Nov 2015	<b>Land At Church Lane Dogmersfield Hook Hampshire</b> Erection of three dwellings	Awaiting Decision	Objection/Neutral
15/00373/NMMA	Mon 21 Sep 2015	Not Available	<b>Four Seasons Hotel Dogmersfield Park Chalky Lane Dogmersfield Hook Hampshire RG27 8TD</b> Application to vary condition 1 - Introduction of phasing to the scheme, condition 2 - hard and soft landscaping, condition 3 - details of pergola/ loggia, windows, doors and panels, condition 4 -reference to restaurant extension, condition 6 - details of entrance gates and piers, condition 7 - phasing of tree protection and method statements and condition 10 - implementation of hard and soft landscaping of Ref. 15/00374/LBC Erection of children's swimming pool, gym and restaurant extensions, formation of terrace and erection of pergola, 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 response
15/02077/HOU	Thu 17 Sep 2015	Thu 15 Oct 2015	<b>Fieldview Chatter Alley Dogmersfield Hook RG27 8SS</b> Erection of single storey side extension with new pitched roof with conversion of garage to habitable accommodation	Grant	No objections
15/02191/LDC	Fri 11 Sep 2015	Tue 13 Oct 2015	<b>Blue Bell Lodge Rye Common Lane Crondall Farnham GU10 5DE</b> Use of land for the siting of a mobile home for residential purposes.	Grant	No response
15/02111/AMCON	Thu 10 Sep 2015	Thu 08 Oct 2015	<b>Dogmersfield Park Chalky Lane Dogmersfield Hook RG27 8TD</b> Application to remove Condition 12 (restricted use of equestrian centre) , Condition 13 (restricted occupancy of the stables) and to vary the wording of Condition 10 (restricted occupancy of accommodation) of planning permission 13/00539/MAJOR for 'Demolition of existing equestrian buildings and former dairy building, retention of existing manege and erection of replacement equestrian centre including stabling, manege, storage, ancillary office and equestrian centre and hotel staff accommodation and associated landscaping.'	Grant	Further comments