



DOGMERSFIELD PARISH COUNCIL

NOTICE OF MEETING

To be held on
Monday 12th March 2018
 7.30 pm
 Dogmersfield Primary School

AGENDA

28/18	Welcome & Apologies for Absence 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.	
29/18	Declaration of Interests – current agenda	
30/18	Public Participation	
31/18	Approval of the minutes of the meeting held on 12 th February 2018	Appendix 1
32/18	Matters arising from the minutes of the meeting held on 12 th February 2018 <ul style="list-style-type: none"> To include consideration of outstanding action list 	
33/18	Councillor Vacancy <ul style="list-style-type: none"> To report progress on recruitment actions 	
34/18	Finance & Regulatory Matters <ul style="list-style-type: none"> To approve appraisal of probation period for Parish Clerk To receive and approve the financial statement of accounts from 1st - 28th February, confirming payments made in February and to authorise any payments due in March and April To report on survey of residents regarding financial support of beneficial causes To consider the request for sponsorship of the craft tent at the Dogmersfield Winchfield and Crookham Village Horticultural Society Annual Flower Show and Fete To discuss and agree actions regarding APA preparation To review risk assessment for Parish Council meetings 	RFO Appendix 2
35/18	Planning <ul style="list-style-type: none"> To report on current planning applications and confirmation of Parish Council responses Advice to residents regarding consultation on draft Local Plan Neighbourhood Plan update 	



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36/18	Environment and Rights of Way <ul style="list-style-type: none"> To report on progress of Lengthsman visit works 	
37/18	Highways <ul style="list-style-type: none"> To report any updates on Highways matters 	
38/18	Other matters to report <ul style="list-style-type: none"> (i) Community Liaison (ii) Training (iii) Website update (iv) Newsletter 	
39/18	Crime and Disorder Act, section 17	
40/18	Next meeting date – April 16 th (Annual Parish Assembly)	
41/18	Information sharing	

Notes and Appendices

Appendix 1 - Proposed resolution subject to discussion

It was resolved that the minutes of the meeting held on 12th February (14/18 to 27/18) 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

It was resolved that:

- (i) 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 be authorised for payment in March:

- | | | | |
|----|--------------------|-----------|---|
| a) | Cheque number 1053 | £370.00 | Helen Wright (clerk salary March 2018) |
| b) | Cheque number 1054 | £3,600.00 | RCOH Ltd (invoice no. 528, Neighbourhood Plan) |
| c) | Cheque number 1055 | £432.00 | Premier Grounds & Garden Maintenance (invoice no. 02319, purchase order DPC011) |
| d) | Cheque number 1056 | £120.00 | Premier Grounds & Garden Maintenance (invoice no. 02332, purchase order DPC012) |
| e) | Cheque number 1057 | £50.56 | Helen Wright (expenses) |

- (iii) the payment listed below be authorised for payment in April:

- | | | | |
|----|--------------------|---------|--|
| a) | Cheque number 1058 | £395.00 | Helen Wright (clerk salary April 2018) |
|----|--------------------|---------|--|

Proposed	Seconded	Against	Abstain	All in favour
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Minutes of the Meeting Held at Dogmersfield Primary School 12th February 2018

Councillors present:

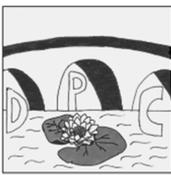
Cllr Geoff Beaven (GB) (CHAIRPERSON)
Cllr Alastair Clark (AC)
Cllr Jo Thomas (JT)
Cllr Brian White (BW)

CLERK: Helen Wright (HW)

Members of the public present:

There were 7 members of the public present including
Cllr Ken Crookes (KC) and Cllr David Simpson (DS)

14/18	Welcome & Apologies for Absence GB announced with considerable regret that Mike Ricketts had resigned from the Parish Council, explaining that Mike had been elected to the Council in 2013 and had found it increasingly difficult to fulfil all of his many commitments. GB expressed gratitude for Mike's service to the Community during what had been his second time as a Parish Councillor, and stated that the formal process to fill this vacancy is underway and will be covered later in the meeting. GB stated that there had not been a meeting of the Dogmersfield Neighbourhood Plan Steering Group this evening but that he would provide a progress report under agenda item 21/18. It was noted that the next Steering Group meeting has been pencilled in for 6.30pm on 12 th March 2018. Apologies were received from Cllr Stephen Gorys.	
15/18	Declaration of Interests – Current Agenda It was noted that BW has declared an interest in the Pond House planning application which will be mentioned in the planning report.	
16/18	Public Participation GB reported that work is progressing with new gas main down Pilcot Hill. Residents in Church Lane have received a letter from SGN apologising for inconvenience but it does not say what will be the cause. GB anticipates that gas main work will continue up Church Lane which may be closed to traffic. GB stated that should residents wish to raise any planning matters no doubt they would be	



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addressed later in the agenda and questions may be asked at that time.

17/18 Approval of the Minutes of the Meeting held on 8th January 2018

It was resolved that the minutes of the meeting held on 8th January 2018 (1/18 to 13/18) be accepted as a true record and they were signed by the Chairperson.

(JT proposed, AC seconded, and all were in favour)

18/18 Matters Arising from the Minutes of the Meeting held on 8th January 2018

To include consideration of outstanding action list

With consideration to the action list from 8th January, the following points were noted:

Agenda item no.	Action detail	Responsibility
3/18	To look at the situation regarding mud on the road where pedestrians go through the traffic calming points on entry to the village	AC confirmed that he has looked at the situation, but that it is not appropriate to take any action at the moment because of the current roadworks.
5/18	To contact BT regarding the telephone kiosk on Pilcot Green	GB - see note below*
5/18	To determine whether changes to the Communications Protocol are required following attendance at GDPR training course	It was noted that the new regulations come into force in May 2018, and that there is nothing that requires action immediately. To be reviewed in May 2018.
9/18	To respond to HCC regarding footpath cutting list for next year	JT and AC reported that they have responded to HCC confirming footpaths 1,6, 8 and 9 on the list, and that it was not necessary to add a fifth footpath to the list.
10/18	To schedule inaugural meeting of CBF Management Group	JT will progress. GB is to provide her with the necessary contact details.
10/18	To add letters to residents (regarding financial support of beneficial causes, and consultation on the draft Local Plan) to agenda for February's DPC meeting	To be covered later on the agenda.

AC/HW

JT/GB

*Telephone Kiosk on Pilcot Green

GB reported that further investigations have confirmed that after purchase the new owner takes full responsibility for all matters associated with the wiring and electrical power to the telephone kiosk, with a clear recommendation from BT that there should be regular inspection of all wiring and the issue of a safety certificate. BT also confirmed that the electrical feed into the kiosk will remain connected at no cost to the new owner, although BT reserve the right to disconnect at any time of their choosing. BT are content for the electrical power that they continue to provide to be used for the



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	<p>single installed light in the roof of the kiosk, but nothing else should be connected without their express authority; the one exception is to provide power for a defibrillator which BT is actively encouraging through a co-operation agreement with the charity Community Heartbeat Trust. GB stated that he has personally thought for some time that the provision of a defibrillator in Dogmersfield is a potential candidate scheme for the Community Benefit Fund, and he expressed concern that making further enquiries into the electrical supply risks BT initiating unilateral action to disconnect the power from the kiosk. It was therefore agreed that further work on this matter be put on hold until the Community Benefit Fund Management Group can confirm whether or not they would like to position a defibrillator in the telephone kiosk.</p>	JT
19/18	<p>Councillor Vacancy</p> <p>It was noted that the Councillor vacancy resulting from Mike's resignation had been reported to Hart District Council in mid-January, and the requisite notice asking whether residents would like the vacancy to be filled through a bye-election had been displayed on the DPC noticeboards and website. GB reported that HDC have confirmed that the required number of residents requesting an election was not reached and hence DPC have their permission to fill the vacancy through co-option. A vacancy notice has now been displayed with a closing date of 5:00pm on Friday 9th March 2018.</p>	
20/18	<p>Finance & Regulatory Matters</p> <p><u>To receive and approve the financial statement of accounts from 1st – 31st January, confirming payments made in January, and to authorise any payments now due</u></p> <p>HW reported that in summary the transactions in January were:</p> <p><i>Payments:</i> Cheque nos. 1047 (Hants & loW CRC Ltd, CPT visit 30/11/17 £80.00) , 1048 (clerk salary £370) and 1049 (clerk expenses £39.98)</p> <p><i>Receipts:</i> Nil</p> <p>It was noted that the financial position at the end of January is as follows:</p> <p><i>Total cashbook:</i> £19,004.48 of which £7,566.48 is ring fenced for the Neighbourhood Plan.</p> <p>It was resolved that the January report be accepted as a true and correct record and the payments listed therein be confirmed.</p> <p>(AC proposed, JT seconded and all were in favour)</p>	



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It was resolved to authorise the payments listed below:

- Cheque no. 1050 £80.00 Hants & IOW CRC Ltd (CPT visit 14/12/17)
- Cheque no. 1051 £370.00 Helen Wright (clerk salary February 2018)
- Cheque no. 1052 £48.00 HALC Ltd (clerk GDPR training)

(JT proposed, GB seconded and BW was in favour – AC refrained from voting as he declared an interest in cheque number 1052 due to being a Board Member of HALC)

To report on survey of residents regarding financial support of beneficial causes

GB stated that a recent letter had been delivered to all households advising that the Parish Council is reconsidering whether it should provide more financial support towards worthy causes, and seeking residents' views on whether the Parish Council should place more emphasis on the wider beneficial implications of an event than it has done in the past. DPC had requested responses by email or through completion of an attached survey form by Tuesday 6th February.

GB reported that the level of interest has been quite good with 23 responses received. The outcome was a clear majority indicating that they are happy for the Parish Council to provide more financial support to worthy causes. However most responses included some qualifying remarks which have not yet been analysed and circulated. The feedback from the survey will be reported in full at the next meeting when the implications will be considered and a conclusion reached regarding the outstanding matter of sponsorship of this year's flower show.

ALL

To agree outcome of annual review of Clerk's salary

GB stated that it is timely to consider the Parish Clerk's annual salary with any changes to be implemented from April 2018, commenting that the approach established for earlier reviews has been followed and that a paper describing the outcome in more detail had been circulated prior to the meeting.

GB explained that as in previous years key considerations have been: public sector pay increase norms, inflation, and whether the reward is in line with duties and pay norms for clerks with similar duties. Additional factors that have been considered in this review are that HW joined the Parish Council on 1st September 2017 and will be on probation until the end of February 2018, and that at recruitment HW was offered a starting salary plus an allowance of £240 per year towards expenses incurred in carrying out the clerk's duties. At the time of recruitment DPC concluded that the level of allowance should be reconsidered as part of this review in light of recent HMRC advice. Following detailed consideration the conclusion was that the salary currently being paid to HW is well below what she could expect to earn for the role being undertaken, and that her salary should move quickly to the benchmark £10 per hour identified in previous reviews. However, the salary increase for April 2018 should be conditional on satisfactory completion of probation.



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After careful consideration of the HMRC advice the review concluded that continuing to pay the allowance at the current level would incur a significant additional administrative burden which was difficult to justify, and consequently a new allowance figure should be £180 per year or £15 per month. However, in order to respect the offer made to HW in September this reduced allowance should be compensated through an adjusted salary figure.

The outcome of the review is that HW's basic salary should be increased to £10 per hour subject to satisfactory completion of probation. This should be achieved through a 7.14% increase together with a compensatory payment of £60 reflecting the new expense allowance calculation method. The new allowance should be £180 per year. Consequently the new salary payable from April 2018 becomes £4,560 per year or £380 per month, plus an allowance of £180 per year towards expenses incurred in carrying out the clerk's duties, making a total take home figure of £4,740 per year or £395 per month. The end of probation review will be put in hand immediately following this meeting.

It was resolved that the Parish Clerk's new salary payable from April 2018 (subject to satisfactory completion of probation) becomes £4,560 per year or £380 per month, plus an allowance of £180 per year towards expenses incurred in carrying out the Clerk's duties, making a total take home figure of £4,740 per year or £395 per month.

(AC proposed, JT seconded and all were in favour)

To agree appointment of Internal Auditor for the year ending 31st March 2018

HW reported that quotations have been obtained from two potential companies to undertake the next internal audit, namely Do the Numbers Ltd (Eleanor Greene) who DPC have used for the last few years and IAC Audit & Consultancy Ltd (Kevin Rose) who has been recommended by Church Crookham Parish Council. The comparative costs are £190 for Do the Numbers Ltd (who are not VAT registered) and £150 + VAT (£180) for IAC Audit & Consultancy Ltd. It was noted that Elvetham Heath Parish Council also use IAC Audit & Consultancy Ltd.

It was acknowledged that DPC had not been entirely happy with the outcome of last year's internal audit, and the use of a different auditor would be an appropriate way of checking the validity of earlier observations on matters such as the level of detail recorded in the minutes. It was also noted that in addition to IAC Audit & Consultancy Ltd being cheaper, it is good practice not to use the same internal auditor for many consecutive years. Should DPC wish to use IAC Audit & Consultancy Ltd rather than Do the Numbers Ltd then DPC would need to send a notice of termination in writing to Do the Numbers Ltd (there would be no penalty for doing so), and IAC Audit & Consultancy Ltd would send DPC a formal Letter of Engagement that would be agreed prior to the commencement of work.

It was resolved to engage IAC Audit & Consultancy Ltd as the Internal Auditor for the year ending 31st March 2018 at a cost of £150.00 + VAT.



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(GB proposed, BW seconded and all were in favour)

Attendance at HALC conference

It was noted that DPC has been invited to reserve places at the HALC 2018 Annual Conference being held on 21st March 2018 at St Mary's Stadium, Southampton. The cost of the event is the same as last year at £75 per delegate which includes refreshments and a light lunch. This year the focus is "Fit for the Future" and DPC has been provided with a draft programme. As a Board Member of HALC AC will be able to attend free of charge, and it was agreed that he will attend.

21/18 **Planning**

To report on current planning applications and confirmation of Parish Council responses

16/03129/OUT Pale Lane – This application which seeks outline approval for 700 new houses and some local infrastructure including a primary school and a community centre has been refused by HDC's planning official under delegated authority. The reasons given include the detrimental impact on the character and setting of the countryside, and the loss of important undeveloped land including 32 hectares of agricultural land. GB is not sure how well these concerns about the impact of an urban extension stand up when considered against the alternative of building a new settlement in the open countryside. Other reasons were that the development would be within 5 km of the SPA, the lack of a legally binding agreement to provide affordable housing, the impact on one Grade 2 listed building and that it will compromise the Local Plan process. No doubt the developers will be considering their options.

17/01034/FUL Schoolfield Corner – At the last meeting GB reported that planning permission has now been granted for the front pair of 4 bedrooomed houses. There is nothing further to report although GB has received conflicting information about whether this development will go ahead without permission for the rear pair.

17/01142/FUL Schoolfield Corner – At the last meeting GB reported that the appeal against non-determination of the application to build the 2 houses in the rear of Schoolfield Corner has been dismissed but only because of a lack of SANG. There is nothing further to report.

17/02373/PREAPP Chatter Alley – At the last meeting GB gave a full explanation of the pre-application meeting at HDC on the scheme involving 5 new houses and the provision of 20 parking spaces for public use. There is no change although GB understands that the applicants have asked for a further meeting with the school.

17/02557/PREAPP Rushy House – This is a pre-application for a single new house in the paddock adjacent to Rushy House. There is nothing further to report.

16/03264/CON Karibu – This application responds to a condition associated with the recent



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permission to extend the existing house which has been discharged.

17/01740/CON Grace Gardens – This application responds to a condition associated with the recent permission to demolish Floods Farm Cottage and replace with a new building which has been discharged.

17/02664/FUL Emilys Farm – This application seeks to renew the permission granted in 2012 for a temporary mobile home to house a stockman close to the animals under their care. The previous permission expired in 2015. The Parish Council has not objected through a nil response.

17/02887/LDC and 17/02888/LDC Farnham Lodge – These two applications seek Lawful Development Certificates firstly for the bungalow called Farnham Lodge which has been occupied for a number of years without fulfilling the applicable agricultural tie, and secondly for a building on the same site called The Paddock which has been occupied as a dwelling for more than 10 years without planning permission. The Parish Council has concluded that it would not respond to what is a legal matter.

18/00049/FUL Pond House – This is the expected full application to install a gas tank and sewage digester on non-residential land adjacent to the converted garage. The earlier proposal to construct a new service entrance off Ormersfield Lane has been dropped. The Parish Council will be submitting a neutral response but highlighting the lack of clarity regarding the arrangements for ongoing servicing of these facilities.

18/00195/FUL Grace Gardens – Work to demolish Floods Farm Cottages is well underway. Nevertheless this is a new application for a number of changes to the approved design of the replacement building. The principle differences are that the attached garages become a habitable room, the provision of a new detached garage block near to the house and the provision of metal entrance gates within a section of walling at the roadside. The Parish Council has yet to conclude how it should respond.

18/00157/FUL Emilys Farm – This is a recent application to build a slaughter and butchery unit which was expected following the outcome of the recent pre-application for the same facility. The Parish Council is considering how best to respond.

13/01938/NMMA Ormersfield Lodge – This is a recent application to regularise where the rebuilding of the stables to form a three bedroom dwelling has deviated from the approved scheme. The Parish Council is considering how best to respond.

17/01286/NMMA Forge Cottage – In responding to the recent application to extend Forge Cottage, the Parish Council pointed out a design feature which we considered to be detrimental



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to the existing building. In granting permission HDC dismissed our concerns. This application seeks to delete the unsatisfactory feature. The Parish Council is considering how best to respond.

Advice to residents regarding consultation on draft Hart Local Plan

GB reported that the Proposed Submission Version of the Hart Local Plan has been published and is available on the HDC website. The Parish Council has been provided with one hard copy which can be made available to anyone wishing to see it. Hard copies are also available to view in HDC's Council Offices in Fleet and all libraries in the district.

This latest version of the plan is very similar to that seen prior to its consideration by HDC that was described at the last meeting, the headlines being that 6,208 new houses are to be built over the period 2016 – 2032 at an average rate of 388 per annum. The only significant change appears to be a strengthening of the commitment to develop a new settlement in the Murrell Green/Winchfield search area, but with this scheme still being brought forward in a separate plan. It was noted that comments on the plan must be submitted by 4pm on Monday 26th March 2018.

GB reported that he, AC and BW had attended a briefing by HDC last week which focused on the comments process and not on the content of the plan. It was made clear that this next step is not a consultation as carried out before, but an opportunity to make comments to the Government Inspector who will be assessing the plan. If comments are to be taken into consideration they must be made on the 'legal compliance' and 'soundness' of the plan, and such comments must focus on whether correct procedures have been followed, whether the duty to co-operate has been fulfilled and whether the plan meets the tests of soundness set out in the NPPF. These tests cover whether the plan is positively prepared, adequately justified, effective and consistent with national policy. It was advised that the inspector will not be interested in the level of support for or objection against the plan, consequently the number of people submitting the same or similar comments will not be influential.

GB stated that he understood from the questions that HDC consider that should this plan be adopted it will represent a firm decision to go ahead with a new settlement, with the separate plan to be used only to consider the location, and presumably size and other details. Consequently if there are to be objections to the building of a new settlement this will be the last opportunity to try to influence the decision. KC will study the draft Local Plan to check whether this is the case.

GB stated that at this early stage it is difficult to be certain how the Parish Council should respond to the consultation and what DPC should advise residents to do, however he is certain that DPC will need to let residents know what response is eventually decided upon, whether residents need to respond, and if so, how.



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GB reported that he has been approached by Winchfield Parish Council who are inviting their neighbour Parish Councils to work together, which could result in a joint response to the consultation or possibly a Winchfield Parish Council response supported by a number of other Parish Councils. Winchfield Parish Council are intending to employ consultants to help formulate their own response, which GB anticipates will attempt to undermine the inclusion of the new settlement in the plan. Their proposal is an arrangement between Parish Councils with no involvement of lobby groups who will almost certainly be also organising their own opposition to the new settlement. GB commented that there could be significant benefit from working co-operatively in this way, and he is aware that at least one County Councillor is advising that Parish Councils will only have influence if they work together. Winchfield Parish Council have received a positive response from Hartley Wintney Parish Council. It was agreed to pursue this course of action.

It was resolved that Dogmersfield Parish Council discuss with Winchfield Parish Council opportunities to co-operate with other Parish Councils in responding to the consultation.

(AC proposed, GB seconded and all were in favour)

Neighbourhood Plan Update

At the last meeting GB reported that a full set of comments was being prepared in response to the draft policy list suggested by ONEILLHOMER. These were submitted in early January to which the consultants responded, saying that they had received all that was needed for them to prepare a draft Neighbourhood Plan by the end of January. GB understands that the draft plan is still being prepared. It was noted that the next meeting of the Steering Group will be held provisionally on 12th March 2018. GB commented that progress is slow, and reported that the grant period finishes at the end of February whereupon any grant money unspent must be repaid to Groundwork UK. Another bid for grant funding could then be made. GB has requested an expense forecast from the consultants and he will look into the possibility of extending the current grant period to the end of March 2018.

GB

To reconsider resolution on submission of response in support of the Crookham Village Parish Council Motion

GB stated that at the last meeting it was resolved to support a Crookham Village Parish Council motion regarding parking and planning law. For what was thought to be a good reason the wording DPC chose did not exactly match the wording used by Crookham Village Parish Council. This proved to be a problem and GB asked that a resolution be considered that matches the original exactly.

It was resolved to temporarily suspend Standing Order 7 to enable the Council to reconsider the resolution in support of the Crookham Village Parish Council Motion.

(AC proposed, GB seconded and all were in favour)



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	<p>It was resolved that Dogmersfield Parish Council fully endorses and supports the Crookham Village Parish Council proposal “that HALC should agree to seek, through NALC, government consideration of changes to planning law to make the adequacy of residual on-site parking a Material Planning Consideration when determining applications for on-site changes and also in the rules for Permitted Development.”</p> <p>(AC proposed, GB seconded and all were in favour)</p>	
22/18	<p>Environment and Rights of Way</p> <p><u>To report on progress of Lengthsman visit works</u></p> <p>It was noted that at the last meeting DPC had decided to task the Lengthsman to carry out two packages of work in Chatter Alley, which were to clear the ditches upstream of Rushy House that were not addressed by the CPT and to clear the deep roadside ditch in front of the garages.</p> <p>The work to clear the roadside ditch in front of the garages was completed satisfactorily on Saturday 3rd February, and although the small amount of digging out requested in front of the school was done there was insufficient time to address the ditches upstream of Rushy House. We have yet to be advised when the remaining work will be undertaken.</p> <p>A price had been agreed for the work opposite the garages, and it was intended that the other work would be covered by outstanding Lengthsman hours which could be topped up if needed. Comments that we have received from the Lengthsman indicate that the work is taking many more hours than had been expected and we wait to hear the implications of this advice.</p>	
23/18	<p>Highways</p> <p><u>To report any updates on Highways matters</u></p> <p>AC reported that HCC are progressing investigations in order to sort out repairs to the verge recently damaged by the lorry on Chatter Alley. DS stated that HCC's policy is to pursue a 3rd party for costs if they have caused damage. DS confirmed that all existing lollipop people and household waste/recycling centres will remain open for the forthcoming year, and that the Lengthsman funding is being extended for another year.</p> <p>AC commented that he has also requested a ‘walkabout’ with HCC to look at a few other highways issues.</p>	
24/18	<p>Other Matters to Report</p> <p>i. <u>Community Liaison</u></p> <p>GB reported that in January the Parish Council received an invitation from Odiham Parish Council to participate in a box car race that they are staging on June 9th as part</p>	



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	<p>of their 100 year celebrations of RAF Odiham. He sought interest from the 'Dogmersfield Dads' who indicated that they would like to participate and the entry that GB submitted on their behalf has been accepted.</p> <p>ii. <u>Training</u> AC and HW attended GDPR training on 30th January.</p> <p>iii. <u>Website update</u> The website is being updated and maintained on a regular basis.</p> <p>iv. <u>Newsletter update</u> It was noted that an edition is due but the expected consultation on the draft Local Plan will need to take priority.</p>	
25/18	<p>Crime and Disorder Act, Section 17</p> <p>Nothing to report.</p>	
26/18	<p>Next meeting date – March 12th</p>	
27/18	<p>Information sharing</p> <p>DS stated that as he is now the Liaison Officer between the Hampshire Fire and Rescue Authority and the retained fire stations then he is unlikely to be able to attend many DPC meetings in future. Councillors thanked him for his support.</p> <p>The meeting closed at 8.45pm.</p>	

Signed
Chairman

Date

Abbreviations	In place of
DPC	Dogmersfield Parish Council
HDC	Hart District Council
HCC	Hampshire County Council
NHP(SG)	Neighbourhood Plan (Steering Group)
CBF	Community Benefit Fund
CPT	Community Payback Team
HALC	Hampshire Association of Local Councils
SANG	Suitable Alternative Natural Greenspace
SPA	Special Protected Area
NPPG	National Planning Policy Framework

Dogmersfield Parish Council Finance Report
as at 28th February 2018

Lloyds Bank Reconciliation										
Opening Cashbook Balance at 1st April 2017									34,809.93	
Add Receipts		<i>DPC Cashbook</i>	<i>Grant Cashbook</i>	<i>Community Benefit Fund</i>						
		11,481.00	7,285.00	0.00						
Total Cashbook Receipts YTD 2017/18							18,766.00			
Less Payments		<i>DPC Cashbook</i>	<i>Grant Cashbook</i>	<i>Community Benefit Fund</i>						
		(6,731.87)	(1,500.00)	(28,000.00)						
Total Cashbook Payments YTD 2017/8							(36,231.87)			
VAT adjustment										
ADD VAT refunded YTD on prior year expenditure							1,608.05			
LESS VAT paid YTD on expenditure							(445.63) including Grant expenditure			
NHP Grant/Precept Money adjustment										
LESS NHP Grant funds accounted for separately					HDC Grant		(1,781.48) net of expenses			
					Groundwork Grant		(3,785.00) net of expenses			
					Precept Earmarked		(2,000.00) net of expenses			
Dogmersfield Parish Council Cashbook Balance excluding Grant monies									10,940.00	
									HDC Grant	1,781.48
									Groundwork Grant	3,785.00
									PRECEPT earmarked NHP	2,000.00
Credit Balance in Cashbook after VAT adjustment including Grant Monies & Community Benefit Fund									18,506.48	
Actual Bank Balance as per Lloyds Bank Statement dated 28th February 2018									18,634.48	
Difference to Reconcile									128.00	
Unpresented Cheques										
									1050	80.00
									1052	48.00
									128.00	
CASHBOOK ENTRIES IN MONTH										
Cheque number	Date	Received From/ Payable to			Details	Receipts		Payments		
						Net Amount	VAT	Net Amount	VAT	
February 2018										
1050	12/02/2018	Hants & loW CRC Ltd			CPT visit 14th Dec 2017	-	-	80.00	-	
1051	20/02/2018	Helen Wright			Clerk Salary Feb 2018	-	-	370.00	-	
1052	12/02/2018	HALC			HW GDPR Training	-	-	40.00	8.00	
Total Receipts & Payments in Month						-	-	490.00	8.00	
Total Receipts & Payments YTD						18,766.00	1,608.05	36,231.87	445.63	
Neighbourhood Grant & Precept Monies Cash Book										
<i>Receipts</i>										
06/06/2016 Hart District Council Grant received						2,000.00				
24/06/2016 Groundwork Grant received						3,715.00				
25/08/2017 Groundwork Grant received						5,285.00				
10/04/2017 Precept Earmarked reserve						2,000.00				
Total Grant / Precept receipts								13,000.00		
<i>Payments excluding VAT</i>										
2016/17 Net payment Prior year						(218.52)		HDC Grant		
2016/17 Net payment Prior year						(3,715.00)		Groundwork Grant		
2017/18 Net payment RCOH Ltd						(1,500.00)		Groundwork Grant		
Total Grant payments ex VAT								(5,433.52)		
Net Balance of Grants/ Precept								7,566.48		
Hampshire Trust Bank - Community Benefit Fund										
<i>Receipts</i>										
10/02/2017 Fund Monies received								28,000.00		
Chq 1030 transferred Money to Hampshire Trust Bank June 2017										
Dogmersfield Parish Council Lloyds Bank Account Balance represented by										
NHP Grant & Precept Balance								7,566.48		
Dogmersfield Precept Cash Book Balance								10,940.00		
Total Cashbook Balance at 28th February 2018								18,506.48		

Dogmersfield Parish Council

Expenditure Analysis 28th February 2018

Budget Area	Budget 2017/18	Expenditure Feb 2018	Expenditure YTD	Budget Virement in Year	Budget Balance as at 28th February 2018	Percentage Budget Spent	Analysis of Unbudgeted Expenditure	Committed Expenditure
Internal operations								
Parish Clerk	5,028.00	370.00	4,315.00		713.00	85.82%		
Subscriptions	788.00	0.00	764.00		24.00	96.95%		
Meeting costs	400.00	0.00	290.00		110.00	72.50%		
Training	250.00	40.00	153.20		96.80	61.28%		
Admin consumables	300.00	0.00	221.22		78.78	73.74%		
IT Upgrade	500.00	0.00	0.00		500.00	0.00%		
Website	150.00	0.00	0.00		150.00	0.00%		
Parish insurance	300.00	0.00	288.46		11.54	96.15%		
Audit of accounts	160.00	0.00	435.00	275.00	0.00	271.88%		
Election contingency	1,200.00	0.00	0.00		1,200.00	0.00%		
Total Internal Operation Budget 2017/18	9,076.00	410.00	6,466.88	275.00	2,884.12	71.25%		
Service delivery								
Village maintenance	3,800.00	80.00	264.99		3,535.01	6.97%		
Lengthsman Costs	1,000.00	0.00	0.00		1,000.00	0.00%		
Neighbourhood Plan	0.00	0.00	0.00		0.00	0.00%		
Project work to benefit the community	0.00	0.00	0.00		0.00	0.00%		
Total Service Delivery Budget 2017/18	4,800.00	80.00	264.99	0.00	4,535.01	5.52%		
Budget Contingency 2017/18								
Contingency	500.00	0	0.00	(275.00)	225.00	0.00%		
Total Budget Expenditure 2017/18	14,376.00	490.00	6,731.87	0.00	7,644.13	46.83%		

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
18/00358/CA	Tue 13 Feb 2018	Not Available	The Old Stables Pilcot Hill Dogmersfield Hook Hampshire RG27 8SX Fell large Conifer	Registered	No Response
18/00299/HOU	Tue 13 Feb 2018	13 March 2018	Forge Cottage Church Lane Dogmersfield Hook RG27 8SZ Erection of a single storey side extension, part two storey part first floor rear extension, erection of chimney following removal of existing and alterations to fenestration following demolition of existing single storey side extension (Amendment of application ref 17/01286/HOU)	Registered	Support
17/01286/NMMA	Wed 07 Feb 2018	07 March 2018	Forge Cottage Church Lane Dogmersfield Hook RG27 8SZ Minor amendment to single-storey rear/ side extension pursuant to 17/01286/HOU Erection of a first floor rear extension together with single-storey rear/ side extension.	Registered	No Response
13/01938/NMMA	Tue 06 Feb 2018	07 March 2018	Ormersfield Lodge Church Lane Dogmersfield Hook Hampshire RG27 8TA Amendment to replace door with small window (North elevation), replace large window with smaller one (West elevation) and remove 2 windows and replace with the boarding that will be on the rest of the fascia (West elevation) pursuant to 13/01938/FUL Conversion and change of use of stable block to a three bedroom dwelling, to include roof alterations, new hard and soft landscaping, the erection of a new cycle store and the demolition of existing outbuildings.	Registered	No Objection
18/00195/FUL	Thu 01 Feb 2018	01 March 2018	Grace Gardens Chalky Lane Dogmersfield Hook Hampshire RG27 8TD Replacement dwelling including detached garage (Alteration to approved scheme 17/01740/FUL)	Registered	No Objection
18/00157/FUL	Mon 05 Feb 2018	05 March 2018	Emilys Farm Rye Common Odiham Hook RG29 1HT Erection of a unit for the small-scale slaughter and butchery of animals produced on the farm; the enclosure of a barn permitted under 11/02553/FUL and its use to support the butchery unit and process other products from the farm; the erection of a lean-to between the two structures; and the continued siting of three shipping containers for a further three-year period (previously permitted under 11/02552/FUL)	Registered	Objection
17/01678/CON	Wed 31 Jan 2018	Not Available	Four Seasons Hotel Dogmersfield Park Chalky Lane Dogmersfield Hook RG27 8TD Discharge of condition 7- landscaping- pursuant to 17/01678/FUL Erection of Children's Swimming Pool Building, Plant Room, Alterations to Existing Building and Associated Landscaping (Revisions to approved scheme)	Registered	No Response
18/00049/FUL	Tue 16 Jan 2018	Tue 13 Feb 2018	Pond House Church Lane Dogmersfield Hook Hampshire RG27 8TA Use of land for purposes incidental to the use of the dwelling, installation of equipment associated with the habitation of Pond House.	Registered	
17/02888/LDC	Fri 29 Dec 2017	Thu 1 Feb 2018	The Paddock Farnham Road Odiham Hook RG29 1HS Erection of a dwelling at The Paddock, Farnham Road as independent living accommodation	Grant	No Response
17/02887/LDC	Fri 29 Dec	Thu 1 Feb	Farnham Lodge Farnham Road Odiham Hook RG29 1HS Use of Farnham	Registered	No Response

DOGMERSFIELD PARISH COUNCIL PLANNING APPLICATIONS RECEIVED AND STATUS REPORT

Application No	Date Valid	Date Due	Description	HDC Status	DPC Status
	2017	2018	Lodge as independent living accommodation (Use Class C3a) in breach of condition 4 of Application 67/03483/H1		
17/02664/FUL	Tue 05 Dec 2017	2 Jan 2018	Emilys Farm Rye Common Odiham Hook RG29 1HT Continued siting of a temporary agricultural worker's dwelling.	Registered	No Response
17/02557/PREAPP	Wed 22 Nov 2017	Not Available	Rushy House Chatter Alley Dogmersfield Hook Hampshire RG27 8SS Erection of one dwelling on Land at Rushy House	Opinion Issued	No Response
16/03129/OUT	Mon 21 Nov 2016	Wed 11 Jan 2017	Pale Lane Farm Pale Lane Hartley Wintney Hook Hampshire RG27 8BA Outline application for the development of up to 700 residential dwellings, site for primary school and local centre, together with associated vehicular, pedestrian and cycle access, drainage, landscape works and provision of general open space.	Refused	No Response