



# DOGMERSFIELD PARISH COUNCIL

## NOTICE OF ANNUAL GENERAL MEETING

To be held on  
**Tuesday 21<sup>st</sup> May 2019**  
**7.30 pm**  
**Dogmersfield Primary School**

### AGENDA

40/19	<p><b>Welcome &amp; Apologies for absence</b></p> <p>Please note that a member of the public or person attending the Council meeting may record the meeting. Please make the Chairman and the Clerk aware of any intention to record the meeting before it commences.</p>	
41/19	<p>Elections</p> <p>a) Election of Chairman and Vice-Chairman and signing of acceptance of office</p> <p>b) Election of other posts</p>	
42/19	Declaration of Interests – Current agenda	
43/19	Public Participation	
44/19	<p>Approval of minutes of previous meetings:</p> <p>a) Approval of the minutes of the meeting held on 11<sup>th</sup> March 2019</p> <p>b) To accept the notes and reports of the Annual Parish Assembly held on 8<sup>th</sup> April 2019</p>	Appendix 1
45/19	<p>Matters arising from the minutes of the meeting held on 11<sup>th</sup> March 2019</p> <ul style="list-style-type: none"> <li>• To include consideration of outstanding action list</li> </ul>	
46/19	<p>Finance &amp; Regulatory Matters</p> <ul style="list-style-type: none"> <li>• To receive and approve the year-end financial statement of accounts and confirm payments made prior to year end</li> <li>• To receive and note Analysis of Variances for Section 2 of the Annual Governance and Accountability Return 2018/19 and Analysis of Receipts &amp; Payments Actual to Budget for 2018/19</li> <li>• To agree the Asset Register</li> <li>• To agree insurance cover</li> <li>• To receive and note the Annual Internal Audit Report 2018/19</li> <li>• To approve the Annual Governance Statement 2018/19</li> <li>• To approve the Accounting Statements 2018/19</li> <li>• To certify that the Parish Council is exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015</li> <li>• To approve the Annual VAT return for submission</li> <li>• To agree and authorise payment of subscription renewals as listed in Appendix 2 x</li> <li>• To receive and approve the financial statement of accounts from 1<sup>st</sup> – 30<sup>th</sup> April 2019,</li> </ul>	<p>Appendix 2</p> <p>i</p> <p>ii</p> <p>iii</p> <p>iv</p> <p>v</p> <p>vi</p> <p>vii</p> <p>viii</p> <p>ix</p> <p>x</p> <p>xi and xii</p>



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	<p>confirming payments made in April and to authorise any payments now due</p> <ul style="list-style-type: none"> <li>To update the bank mandate with Hampshire Trust Bank</li> </ul>	
47/19	<p>Parish Council Documents</p> <p>To review and adopt the following:</p> <ul style="list-style-type: none"> <li>Standing Orders</li> <li>Financial Regulations</li> <li>Planning Protocol</li> <li>Risk Register</li> <li>Council Communication Protocol</li> <li>Neighbourhood Plan Steering Group Terms of Reference</li> <li>Community Benefit Fund Group Terms of Reference</li> <li>Employee Grievance Policy</li> <li>Data Protection Policy</li> </ul>	
48/19	<p>Other urgent matters</p> <p>Planning</p> <ul style="list-style-type: none"> <li>Report on current planning applications and confirmation of Parish Council responses</li> <li>To report on current Appeal regarding Chatter Alley housing</li> <li>To report on Neighbourhood Plan</li> <li>To confirm approval of all the modifications to the Dogmersfield Neighbourhood Plan submission version v1.0 recommended by the Independent Examiner in his report dated 8<sup>th</sup> May 2019</li> <li>To set in motion preparation for the Neighbourhood Plan Referendum</li> </ul> <p>Environment</p> <ul style="list-style-type: none"> <li>To note continuation of Lengthsman scheme for 2019/20</li> <li>To agree works schedule under Lengthsman scheme for 2019/20</li> </ul> <p>Highways</p> <ul style="list-style-type: none"> <li>To report any updates on Highways matters including the joint meeting held on 10<sup>th</sup> May 2019</li> </ul> <p>Staffing</p> <ul style="list-style-type: none"> <li>To acknowledge the pending retirement of Helen Wright and confirm actions to advertise and fill the vacancy</li> <li>Councillor applications and interviews</li> </ul>	
49/19	<p>Other matters to report</p> <ul style="list-style-type: none"> <li>(i) Community Liaison</li> <li>(ii) Training</li> <li>(iii) Website update</li> <li>(iv) Newsletter</li> </ul>	



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50/19	Crime and Disorder Act, section 17	
51/19	Next meeting date – June 10 <sup>th</sup> , 2019	
52/19	Information sharing	



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## Notes and Appendices

### APPENDIX 1 - Proposed resolutions subject to discussion

It was resolved that the minutes of the meeting held on 11<sup>th</sup> March 2019 (27/19 to 39/19) be accepted as a true record and they were signed by the Chairperson.

Proposed	Seconded	Against	Abstain	All in favour
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It was resolved that the reports and notes of the Annual Parish Assembly held on 8<sup>th</sup> April 2019 be accepted as a correct reflection of the meeting and they were signed by the Chairperson.

Proposed	Seconded	Against	Abstain	All in favour
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### APPENDIX 2 – Proposed resolutions subject to discussion

- i. It was resolved that the year-end financial 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. It was resolved to note the Analysis of Variances for Section 2 of the Annual Governance and Accountability Return 2018/19 and the Analysis of Receipts & Payments Actual to Budget for 2018/19

Proposed	Seconded	Against	Abstain	All in favour
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- iii. It was resolved that the Asset Register is correct

Proposed	Seconded	Against	Abstain	All in favour
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- iv. It was resolved to accept the insurance quotation from Came and Company/Inspire, at an annual premium cost of £343.55 including tax and administration fees

Proposed	Seconded	Against	Abstain	All in favour
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- v. It was resolved to note the Annual Internal Audit Report for 2018/19

Proposed	Seconded	Against	Abstain	All in favour
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- vi. It was resolved that the Annual Governance Statement for 2018/19 be approved

Proposed	Seconded	Against	Abstain	All in favour
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- vii. It was resolved that the Accounting Statements for 2018/19 be approved

Proposed	Seconded	Against	Abstain	All in favour
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- viii. It was resolved that the Parish Council certifies that it is exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

Proposed	Seconded	Against	Abstain	All in favour
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- ix. It was resolved that the Annual VAT return totalling £1,287.31 be accepted as correct as per review by AC and be submitted to HMRC for reclaim

Proposed	Seconded	Against	Abstain	All in favour
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- x. It was resolved to renew subscriptions/fees for 2019/20, 1-7 as listed below for payment as the subscription/fee falls due:

1. Moneysoft Software Licence £81.60 (£68 + VAT) (budget £70)
2. CPRE Membership £36 (budget £40)
3. Basingstoke Canal Authority £240 (budget £250)
4. HALC HR Consultancy Service Fee £180 (£150+VAT) (budget £160)
5. Hampshire & IOW Wildlife Trust (HIWWT) TBC (budget £60)
6. Parish Online TBC (budget £30)
7. Data Protection TBC (budget £45)

And to note ex-Committee approval of the following fees paid in May:

1. HALC Affiliation Fees 2019/20 (£160) and NALC Levy 2019/20 (£16) £176

Proposed	Seconded	Against	Abstain	All in favour
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- xi. It was resolved that the statement of accounts to 30<sup>th</sup> April 2019 be accepted as true and correct and payments therein listed be confirmed

Proposed	Seconded	Against	Abstain	All in favour
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- xii. It was resolved to authorise the payments listed below:

- a) Clerk salary May 2019 £416
- b) Came & Co Insurance Premium for 2019/20 £343.55
- c) IAC Audit and Consultancy Ltd, internal audit fee 2018/19 £180
- d) Elvetham Heath Parish Council, meeting room hire 1/5/19 £23.62

And to note ex-Committee approval of the following payment made in May:

1. The Church on the Heath INV-0017, meeting room hire £18.00

Proposed	Seconded	Against	Abstain	All in favour
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## Minutes of the Meeting Held at Dogmersfield Primary School 11<sup>th</sup> March 2019

### Councillors present:

Cllr Geoff Beaven (GB) (CHAIRPERSON)  
Cllr Alastair Clark (AC)  
Cllr Brian White (BW)  
Cllr Graham Chisnall (GC)  
Cllr Jane Houston (JH)

CLERK: Helen Wright (HW)

### Members of the public present:

There were 5 members of the public present including  
Cllr David Simpson (DS)

27/19	<p><b>Welcome &amp; Apologies for Absence</b></p> <p>GB welcomed everybody to the meeting. He stated that there had not been a meeting of the Dogmersfield Neighbourhood Plan Steering Group that evening but that he would provide a full progress report under agenda item 33/19.</p> <p>Apologies were received from Cllr Stephen Gorys and Cllr Ken Crookes.</p>	
28/19	<p><b>Declaration of Interests – Current Agenda</b></p> <p>GB stated that he has declared an interest in a planning matter and that he will ask AC to cover this topic which has not been included in his planning report. He also reported that a planning application will be mentioned under agenda item 33/19 in which BW has declared an interest.</p> <p>AC declared an interest in an expenses item under agenda item 32/19 and it was noted that he will abstain from voting on that item.</p>	
29/19	<p><b>Public Participation</b></p> <p>GB stated that he would mention the Hart Local Plan under agenda item 33/19.</p> <p>A resident queried whether there are any regulations in place to limit lighting in rural areas, as she had completed the 'dark skies survey' and could only see 9 stars; less than 10 stars is considered to be light pollution and there is considerable external lighting from nearby buildings including the Four Seasons. GB commented that normally planning applications cover external lighting, and suggested that she contact HDC with her concerns. It was noted that although the Dogmersfield Neighbourhood Plan will attempt to address the issue the Plan is not yet 'made', and in any case</p>	



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	will only apply to new applications.	
30/19	<p><b>Approval of the Minutes of the Meeting held on 11<sup>th</sup> February 2019</b></p> <p><b>It was resolved that the minutes of the meeting held on 11<sup>th</sup> February 2019 (14/19 to 26/19) be accepted as a true record and they were signed by the Chairperson.</b></p> <p>(GB proposed, GC seconded and all were in favour)</p>	
31/19	<p><b>Matters Arising from the Minutes of the Meeting held on 11<sup>th</sup> February 2019</b></p> <p><u>To include consideration of the outstanding action list</u></p> <p>With consideration to the action list from 11<sup>th</sup> February, the following points were noted:</p> <ul style="list-style-type: none"> <li>• <b>16/19 To arrange site visit with Philip Shepherd and school Governors to consider:</b> <ul style="list-style-type: none"> <li>– limited measures to reduce parking and improve the line of sight for traffic along Chatter Alley</li> <li>– installing white lines to narrow the bridge to one car's width</li> <li>– installing signage to designate priority for vehicles going over the bridge</li> </ul> <p>AC reported that he is awaiting a response from Philip Shepherd regarding suitable dates for a meeting. DS suggested it may be beneficial to hold a joint meeting with Winchfield and Highways. AC to progress.</p> </li> <li>• <b>18/19 To liaise with the owner of the cricket field regarding remedial action to prevent the footpath to the school becoming muddy during wet weather – AC to progress</b></li> <li>• <b>18/19 To identify/formulate procedures in line with the Data Protection and Privacy Policy for approval at AGM - ongoing</b></li> <li>• <b>18/19 To reposition the noticeboard at the Queens Head further away from the roadside, and to repair the broken post on Pilcot Green - completed</b></li> <li>• <b>18/19 To purchase 2 new posts for the noticeboard outside the school - completed</b></li> <li>• <b>21/19 To approach John Self to ask for recommendations as to the types of plants which would be suitable for the chicanes on Chatter Alley and the likely costs of those plants – GC reported that he has tried unsuccessfully to contact John by telephone and he will attempt to visit him instead</b></li> <li>• <b>23/19 To progress the APA invitation lists – to be covered under agenda item 32/19</b></li> <li>• <b>23/19 To circulate a copy of the Chairman's presentation from last year's APA - completed</b></li> <li>• <b>26/19 To forward suggestions for the Fermoy protocol response to GC – completed</b></li> <li>• <b>26/19 To circulate revised Fermoy protocol response to Councillors - completed</b></li> <li>• <b>26/19 To give prompt feedback on revised Fermoy protocol response – completed</b></li> </ul>	<p>AC</p> <p>AC</p> <p>JH/GC/ HW</p> <p>GC</p>



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## 32/19 Finance & Regulatory Matters

To receive and approve the financial statement of accounts from 1<sup>st</sup> – 28<sup>th</sup> February, confirming payments made in February and to authorise any payments due in March and April

HW reported that in summary the transactions in February were as follows:

*Payments:* Cheque nos.

1094	RCOH Ltd, Invoice no. 660	£2,640
1095	Helen Wright, Clerk expenses	£37.59
1096	Helen Wright, Clerk salary February 2019	£395

*Receipts:* Nil

It was noted that the financial position at the end of February was as follows:

*Total cashbook:* £15,743.23 of which £1,366.48 is ring fenced for the Neighbourhood Plan.

HW commented that all grant funding for the Neighbourhood Plan has now been spent.

**It was resolved that the February Finance Report be accepted as a true and correct record and the payments listed therein be confirmed.**

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

**It was resolved to authorise the following payments due in March:**

**Cheque no.**

<b>1098</b>	<b>£2,628</b>	<b>Premier Grounds &amp; Garden Maintenance, chicanes works</b>
<b>1099</b>	<b>£60</b>	<b>Elvetham Heath Parish Council, Councillor training</b>
<b>1101</b>	<b>£395</b>	<b>Helen Wright, Clerk salary March 2019</b>

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

<b>1103</b>	<b>£245.64</b>	<b>Alastair Clark, web expenses July 2017-February 2019</b>
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(GB proposed, BW seconded and GC and JH were in favour. AC abstained due to conflict of interest)

**It was resolved to authorise the following payment due in April:**

**Cheque no.**

<b>1102</b>	<b>£416</b>	<b>Helen Wright, Clerk salary April 2019</b>
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(AC proposed, GB seconded and all were in favour)





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	<p><u>To agree the appointment of the Internal Auditor for the year ending 31<sup>st</sup> March 2019</u></p> <p>HW stated that IAC Audit &amp; Consultancy Ltd, who undertook last year's Internal Audit, have quoted an unchanged fee of £150 + VAT for conducting the Internal Audit for the year ending 31<sup>st</sup> March 2019, and requested that Councillors approve the appointment of IAC Audit &amp; Consultancy Ltd for this year's Internal Audit.</p> <p>GC asked what the Internal Audit entails. HW and AC explained that primarily its purpose is to check that the Council's processes and procedures are satisfactory in order to protect the Council against fraud and to ensure that it is properly complying with its statutory and legal requirements, and making decisions in a proper manner. It was noted that following the Internal Audit the Internal Auditor will complete their part of the Annual Return which is noted at the AGM, and that as neither the Council's income nor expenditure for the year will be above £25,000 then there is no requirement for the accounts to be submitted to the External Auditor provided that the necessary Certificate of Exemption is submitted. HW commented that she will send GC the details of the matters covered by the Internal Audit.</p> <p><b>It was resolved that IAC Audit &amp; Consultancy Ltd be appointed as the Internal Auditor for the year ending 31<sup>st</sup> March 2019.</b> (AC proposed, GB seconded and all were in favour)</p> <p><u>To agree actions regarding Annual Parish Assembly Preparations</u></p> <p>AC reported that Councillors will be meeting on Thursday to discuss the preparations in detail, to be followed by a meeting between AC and HW on Friday morning, therefore it was agreed that additional discussion at tonight's meeting is not required.</p>	HW
33/19	<p><b>Planning</b></p> <p><u>To report on current planning applications and confirmation of Parish Council responses</u></p> <p>It was noted that GC is taking over responsibility for planning and that he has progressed all of the new applications, although GB has continued to provide the planning report for the time being.</p> <p><b>16/03129/OUT Pale Lane</b> – This application seeks outline approval for 700 new houses and some local infrastructure including a primary school and a community centre. The developer has appealed against the refusal to grant outline permission and there has been a public hearing which has now ended. The Inspector's conclusions are awaited.</p> <p><b>17/02664/FUL Emilys Farm</b> – 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. No further information is available.</p>	



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**18/00157/FUL Emilys Farm** – This is a recent application to build a slaughter and butchery unit which follows the recent pre-application for the same facility. There is nothing further to report.

**18/02217/HOU 1 Pilcot Cottage** – This is a further application covering the single storey extension to the rear of the building, but of a smaller area than that of the refused application. It has now been confirmed that the application has been refused.

**18/02734/OUT Fermoy** – This is an outline application to build 22 new houses on what is currently a small industrial estate just off the A287 towards Odiham. The scheme includes 8 affordable units. The site is located in the countryside and the Dogmersfield Historic Park, although it is technically a brownfield site. The Parish Council has responded with a neutral response that highlights concerns with the proposed scheme.

**18/02601/LBC Old Parsonage** – This application seeks listed building consent to retille the roof on this Grade 2 listed building. The Parish Council has submitted no objections.

**18/02845/HOU Derry Cottage** – This application proposes a substantial remodelling of the existing house and garage involving a substantial extension and internal changes. The Parish Council objected due to a rear balcony which would represent a loss of privacy for the neighbours and also due to the lack of information regarding how the site would be managed given the impact of road parking in this narrow section of Church Lane. Revised plans have been submitted that include an obscure screen to the end of the balcony.

**19/00267/PREAPP Pond Cottage** – This pre-application refers again to the installation of a gas tank and digester sewage system on agricultural land without planning permission. The purpose of the application is unclear.

**19/00390/CA Gossips** - this application covers some inconsequential tree work.

AC reported that no response has yet been received from the consultant who initially requested a meeting with the Parish Council regarding the possible development of land at the top end of Church Lane opposite Thatched Cottage.

It was noted that the Parish Council has received a request from Andrew Hillyer and Sarah Callaghan for a meeting to discuss the possible development of a site in Church Lane. A suitable date for the meeting is being sought.

### Neighbourhood Plan Update

GB reported that HDC have launched the next formal consultation (Regulation 16) which will run



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from 11<sup>th</sup> February to 25<sup>th</sup> March. He stated that the Parish Council completed all of the actions requested by HDC within the required timescale, and that little is likely to be heard until after the end of the consultation period. GB commented that it would be beneficial for as much residential support as possible to be logged.

GB outlined the recent announcement by Cllr Cockarill of HDC regarding the Hart Local Plan, which indicated the provisional feedback from the Inspector. It was noted that, subject to HDC agreeing some important modifications, Hart are close to having in place a sound Local Plan which is a very important milestone as this stage has never been reached before.

GB reported that according to Cllr Cockarill the Inspector has accepted HDC's assessment of the housing need at around 388 dwellings per annum and has recognised their positive approach to meeting that need, and therefore the Inspector recommends that Hart agree to meet Surrey Heath's unmet need as he believes that this can be achieved within Hart's projected targets without changing the Plan or needing to find further sites.

It was noted that the Inspector's other key recommendation is that Policy SS3 not be pursued at this time, as he believes that the new settlement approach is not sufficiently developed to be included within the Plan, particularly as the numbers of new homes it may deliver are not necessary to meet Hart's housing numbers within this Plan. DS emphasised that the Inspector has indicated that HDC should review the location of a potential new settlement, having suggested that Winchfield/Murrell Green may not necessarily be the most suitable locations.

## To propose and agree future Parish Council representation on the Neighbourhood Plan Steering Group committee and working parties

GB explained that he has chaired the Steering Group in his capacity as a member of the Steering Group, not in his capacity as a Parish Councillor, and that AC has attended most of the Steering Group meetings as the Councillor representing DPC. AC stated that, following GB's imminent departure from DPC, he would appreciate another Councillor making himself/herself available when necessary to attend Steering Group meetings should AC be unable to do so. It was agreed that this will be discussed at the Councillors' meeting on Thursday.

AC asked whether GB would be prepared to continue as a lay member of the Steering Group following his departure from DPC, and GB confirmed that he would be happy to do so.

**It was resolved that GB will continue to be involved as a lay member of the Neighbourhood Plan Steering Group following his departure from DPC.**

(AC proposed, GC seconded and all were in favour, except GB who abstained due to conflict of interest)





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	<p>iii. <u>Website Update</u> HW stated that the website is being maintained and updated on a regular basis.</p> <p>iv. <u>Newsletter</u> It was noted that the next edition is planned for May/June.</p>	
37/19	<p><b>Crime and Disorder Act, Section 17</b> Nothing to report.</p>	
38/19	<p><b>Next meeting date</b> The next meeting will be the Annual Parish Assembly to be held on 8<sup>th</sup> April.</p>	
39/19	<p><b>Information sharing</b></p> <p>It was noted that recent problems with telephone lines in the village are thought to have been caused by a cable having been cut in an attempt to steal it during some repair works.</p> <p>GC reported that a pre-application has been submitted today regarding Schoolfield Corner. He stated that he will circulate details to Councillors although there appear to be no changes apart from the 3 bedroom house becoming slightly smaller.</p> <p>DS reported that Hampshire Fire and Rescue Authority are to join with the Isle of Wight to form a Combined Fire Authority. A new leader will be instated.</p> <p>The meeting closed at 8.30p.m.</p>	GC

Signed .....  
Chairperson

Date .....

Abbreviations	In place of
DPC	Dogmersfield Parish Council
HDC	Hart District Council
HCC	Hampshire County Council
APA	Annual Parish Assembly
AGM	Annual General Meeting



# DOGMERSFIELD PARISH COUNCIL

## Notes of the Annual Parish Assembly Held at Dogmersfield Primary School 8<sup>th</sup> April 2019

### Councillors present:

Cllr Alastair Clark (AC)  
Cllr Graham Chisnall (GC)  
Cllr Jane Houston (JH)

CLERK: Helen Wright (HW)

### Members of the public present:

There were 16 members of the public present including  
Cllr David Simpson (DS) and Cllr Ken Crookes (KC)

<b>Parish Council Reports</b>	<p>Apologies were received from Cllr Brian White who was unable to attend due to work commitments.</p> <p>Parish Councillors and the Clerk/Responsible Finance Officer each presented an update on the past 12 months and the current status of their respective areas of remit. Please refer to the associated slides on the Dogmersfield Parish Council (DPC) website. The following is a summary of the key points noted/raised:</p> <p><b><u>Councillor Vacancy</u></b></p> <ul style="list-style-type: none"><li>• DPC are currently recruiting for a Parish Councillor following the departure of Geoff Beaven. Applications are welcome and the closing date is 6.00pm on Friday 3<sup>rd</sup> May. The Parish Council and residents expressed their gratitude for the work done by Geoff during his time on the Parish Council, which is continuing with his work on the Neighbourhood Plan despite him no longer residing in the area.</li></ul> <p><b><u>Parish Council Finances</u></b></p> <ul style="list-style-type: none"><li>• The NHP has been funded to its final stages entirely by grant and earmarked monies, and all grants applied for have been spent.</li><li>• A small increase in the precept for 2019/20 is justified by the need to avoid a large increase later.</li><li>• DPC have sound accounts and the reserves are in line with our agreed policy.</li><li>• An Internal Audit will take place later in the month and will be carried out by an independent accountant.</li></ul> <p><b><u>Planning</u></b></p> <p><i>Chatter Alley</i></p> <ul style="list-style-type: none"><li>• A resident expressed concern that the developers may not be taking seriously the issues of safeguarding, as the proposed site is close to the primary school. He believes that</li></ul>
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appropriate checks of the builders and subcontractors need to be taken, and that although the issue has been raised before it needs to be raised again.

- GC emphasised the importance of a sound management plan for the duration of the works e.g. not building during school time perhaps.
- DS suggested that DPC check with Hartley Wintney Parish Council regarding the situation with Greenfields School car park, as unless DPC were to receive a lump sum for the maintenance of the proposed car park then it could become a considerable liability for the parish.

## *Schoolfield Corner*

- A resident asked whether in future the Parish Council can insist that hedges/trees be retained in situations similar to that at Schoolfield Corner, however it was noted that the developer at Schoolfield Corner had sought opinion on that aspect of the works and had re-hedged as desired.

## *Fermoy*

- GC stated that 8 out of the 22 units are classed as affordable housing, despite the fact that there are no amenities nearby. It was noted that the application has been refused.

## *Development on A287*

- GC confirmed that DPC is in discussions with other parishes regarding this development. Assurances are being sought that this development will not be used as a precedent for further development.

## **Highways**

- Volunteers are welcome to help set up a 'speed watch' team.
- The Parish Council is aware of the traffic congestion along Chatter Alley at certain times of the day, and the Council is currently arranging a meeting with the relevant Councillors and Highway Officers.
- DPC plans to hold regular Highway meetings with our County Councillor and the Highway Officers in the future.

## **Footpaths and Community Benefit Fund**

- Efforts are currently being made to progress improvements to Footpath No. 3.
- Cllr Jane Houston is seeking to rejuvenate the Community Benefit Fund Steering Group – volunteers are welcome.

## **Neighbourhood Plan**

- AC thanked the members of the Neighbourhood Plan Steering Group for their fantastic





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work and efforts which have resulted in the draft Neighbourhood Plan now being with the Independent Examiner. The Examiner's questions are currently being answered by the Steering Group, via Hart District Council. If the Examiner is satisfied then the referendum will hopefully take place around June/July. It was noted that 50% of the people who vote in the referendum need to be in favour of the Plan, and that hopefully it will be in place by Autumn. Gratitude was expressed to Geoff Beaven for his ongoing contribution and hard work.

### District Councillor's Report

District Councillor Ken Crookes reported as summarised below:

#### Local Elections

- Ken Crookes was re-elected in the Hart Local elections in May 2018. He expressed thanks for the continued support.
- In the May 2<sup>nd</sup> 2019 elections District Councillor Stephen Gorys will not be standing for re-election as he has moved to Southsea. Chris Dorn, Chairman of Crondall Parish Council, will be standing as the Conservative candidate. There will also be candidates from the Liberal Democrat and Green parties.
- The coalition of Liberal Democrats and Community Campaign Hart continue to hold political control of the Council.

#### Hart's New Leisure Centre

- To complete the Leisure Centre project a new Sports Hall, funded by Hart District Council and Hampshire County Council, has been built and handed over to Calthorpe Park School. The old Leisure Centre has been demolished and the land handed over to the school for potential future expansion.
- The new centre continues to make a significant positive financial contribution to Hart's budget. As a result, the Council was able to balance its budget for 2019/20 with a Council Tax increase of just over 3%.

#### Planning – Hart's new Local Plan

- The ruling coalition chose to include a new settlement in the Winchfield/Murrell Green Area even though the housing supply was not required to meet Hart's target.
- Following the Plan's Examination in Public, the Planning Inspector recommended that the new settlement be removed from the Plan. At a meeting in March, Hart's Cabinet accepted the recommendation, which is great news for our rural villages in the west of the District.
- Hopefully the Plan should be formally in place around Autumn time. It was noted that the appeal regarding Pale Lane has been suspended pending the Local Plan.
- The current application regarding Carp Farm is being pursued instead of the application





# DOGMERSFIELD PARISH COUNCIL

for warehouses on the same site which was granted some years ago. This part of the site will be invisible from the road; it is effectively a separate site from the container site.

- Brand new housing on the A287 would be refused with regard to the Local Plan, because it would constitute development outside the settlement boundary.
- Work has started on the redevelopment of the former Gas Turbines site at Pyestock, which is a long term project to deliver significant new housing. The 'Grove Farm' site on Hitches Lane will deliver an expansion to the Edenbrook Country Park.

## Other items

- The refuse collection service is now being operated by Serco in a joint contract for Hart and Basingstoke Councils. The transition from the previous operator went well in Hart.
- Hart District Council has been successful in its recent application for a 'Site Closure Order' under the Scrap Metal Dealers Act 2013. The Council has worked with partners including the Police, Hampshire County Council and Natural England to seek to resolve matters at the scrap metal dealer and motor salvage business located at Totters Lane, Hartley Wintney.
- Fleet Town Council's plan to develop a new Harlington Centre appears to have stalled for the time being.
- Mr Nick Steevens, Hart District Council's former Head of Regulatory Services, left the council in March. He has not yet been replaced. KC stated that he had very much appreciated Mr Steevens' hard work over the years.
- KC expressed thanks to Geoff Beaven for his hard work and contribution to the Parish Council; he had found him a pleasure to work with.

## **County Councillor's Report**

County Councillor David Simpson reported as summarised below:

- In Dogmersfield very little needing his intervention has occurred - minor problems with Highways the Parish Council had asked him to sort out and so on.
- Last summer DS helped in a minor way to get a Grant for the 200<sup>th</sup> centenary of Charles Kingsley. Attending a meeting with the organisers in Winchester and reversing a decision to give 0 to over £3,000.
- There was a long running saga on flooding (Webbs Corner) in Eversley but with the £100,000 that DS managed to secure for works it should be sorted this year.
- In Totters Lane Winchfield there have been horrendous problems with a scrap yard leaving HGVs in various states of disassembly around the area. The Chairman of Winchfield contacted DS the day after the election to tell him all about it. DS took action and now 2 years later the court has closed it down. DS emphasised that he did not get that involved, explaining that as with so many things his involvement was to facilitate and help cut red tape.



## DOGMERSFIELD PARISH COUNCIL

- Hampshire Fire and Rescue (DS is a member of the 10 member Authority that runs it) is to merge with the Isle of Wight Fire and Rescue once Home Office Approval is given. There is now a shadow board to look at how they will be run as one from April 2020.
- In the Ocado fire at Andover 4 ladders melted. Evacuation was ordered because ammonia, for refrigeration, was in canisters on the roof. If they had exploded a half mile to a mile radius would have had shrapnel and if the gas had escaped firefighters would have been at further risk.
- Street lights have been getting dimmer thus saving hundreds of thousands of pounds across the county. Most people appear not to have noticed though.
- Ever since the A30/A327 roundabout was designed DS has agitated for a 4<sup>th</sup> arm. Money is now available and he expects it to be completed early next year - providing CEMEX play ball as they have the right to the gravel where the road is due to go and have not extracted it yet.
- Hampshire County Council will take over road parking charges next April 2020 and will be going out to tender for a private contractor to enforce. Potentially this could mean parking meters appearing wherever double yellow lines exist. In reality this is not expected in the majority of places.
- An interesting statistic in the Budget. County now has some £648 million in reserves. Whenever challenged on such a large amount the answer is that it is all earmarked. But in 2010 it was only just over £200m - now it is three times as much so one has to ask when will the projects earmarked actually happen?
- Blackbushe deregistration of Common Land. This affects every common in the country. They are arguing that the airport terminal has within its curtilage the whole of the airport. If so it becomes a brownfield site and clearly the uplift in valuation is such that it will cease as an airport and become an industrial area.
- As an aside Hampshire is the most export intensive county in England.
- The LRF - Local Resilience Forum - has been looking at the impact of Brexit and amongst many other things have identified a 5km stretch of the A31, between Winchester and Alresford, to hold 2-300 HGVs on either side.
- There will be a new Leader of Hampshire County Council in May as Cllr Roy Perry, the current Leader, is stepping down.
- Regarding the fact that the Hart District Local Development Plan has been passed but NOT a new Settlement in Winchfield, DS expressed credit to Winchfield Action Group and stated that he is delighted that the best result has been achieved - no unwanted development and no new settlement in Winchfield. The knock on effect should mean no houses in Pale Lane but he will believe that when the Appeal decision is out.



# DOGMERSFIELD PARISH COUNCIL

<b>Closing Comments</b>	<p>GC outlined the aims of the Parish Council for the next 12 months as follows:</p> <ul style="list-style-type: none"><li>• Appoint new Chair + 1 new Councillor</li><li>• Complete last stages of the NHP</li><li>• Maintain activity around planning</li><li>• Develop a 12 month forward plan for the Parish council</li><li>• Action on the Community Fund</li><li>• Focus more on<ul style="list-style-type: none"><li>– road issues (e.g. close to the school, the bridge in the village centre)</li><li>– appearance of the Parish and village</li></ul></li></ul> <p>A resident expressed concern regarding the amount of litter near the entrance to Dogmersfield from the A287, and it was agreed that organising voluntary litter picks may be a suitable option.</p> <p>GC stated that once the Neighbourhood Plan is complete, then the Parish Council hopes to have more time to spend on undertaking small things which will make a difference to the Parish.</p>
	<p>No further issues were raised. The Parish Council thanked everybody for attending.</p>

Signed .....  
Chairman

Date .....

Dogmersfield Parish Council Finance Report as at 31st March 2019

Bank Reconciliation									
Opening Cashbook Balance at 1st April 2018									13,933.92
Add Receipts									
	<i>DPC Cashbook</i>	<i>Grant Cashbook</i>	<i>Community Benefit Fund</i>						
	11,481.00	785.00	317.97						
	Total Cashbook Receipts YTD 2018/19					12,583.97			
Less Payments									
	<i>DPC Cashbook</i>	<i>Grant Cashbook</i>	<i>Community Benefit Fund</i>						
	(9,659.08)	(3,985.00)	-						
	Total Cashbook Payments YTD 2018/19					(13,644.08)			
VAT adjustment									
	ADD VAT refunded YTD on prior year expenditure					1,146.06			
	LESS VAT paid YTD on expenditure					(1,287.31)	<i>including Grant expenditure</i>		
NHP Grant/Precept/CBF Money adjustment									
	LESS NHP Grant/earmarked/CBF funds accounted for separately								
			HDC Grant			0.00	<i>net of expenses</i>		
			Groundwork Grant			0.00	<i>net of expenses</i>		
			Precept Earmarked			(1,366.48)	<i>net of expenses</i>		
			Community Benefit Fund interest			(317.97)			
Dogmersfield Parish Council Cashbook Balance excluding Grant/earmarked/CBF monies									11,048.11
			HDC Grant			0.00			
			Groundwork Grant			0.00			
			PRECEPT earmarked NHP			1,366.48			
Credit Balance in Cashbook after VAT adjustment including Grant/earmarked monies									12,414.59
Actual Bank Balance as per Lloyds Bank Statement end of March 2019									12,414.59
Difference to Reconcile									-
Unpresented Cheques									-
CASHBOOK ENTRIES IN MONTH									
Cheque number	Date	Received From/ Payable to	Details	Receipts		Payments			
				Net Amount	VAT	Net Amount	VAT		
March 2019									
1098	11/03/2019	Premier Grounds & Garden Maintenance	Invoice no. 1107	-	-	2,190.00	438.00		
1099	11/03/2019	Elvetham Heath Parish Council	Invoice no. EH2346	-	-	60.00	-		
1101	20/03/2019	Helen Wright	Clerk salary Mar 2019	-	-	395.00	-		
1103	11/03/2019	Alastair Clark	Web expenses	-	-	245.64	-		
Total Receipts & Payments in Month				-	-	2,890.64	438.00		
Total Receipts & Payments YTD				12,266.00	1,146.06	13,644.08	1,287.31		
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					
	12/11/2018	Groundwork Grant received		785.00					
Total Grant / Precept receipts						13,785.00			
<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 (Inv 502)		(1,500.00)		Groundwork Grant			
	2017/18	Net payment RCOH Ltd (Inv 528)		(3,000.00)		Groundwork Grant			
	2018/19	Grant underspend repayment		(785.00)		Groundwork Grant			
	2018/19	Net payment RCOH Ltd (Inv 590)		(1,000.00)		HDC Grant			
	2018/19	Net payment RCOH Ltd (Inv 660)		(785.00)		Groundwork Grant			
	2018/19	Net payment RCOH Ltd (Inv 660)		(781.48)		HDC Grant			
	2018/19	Net payment RCOH Ltd (Inv 660)		(633.52)		PRECEPT earmarked NHP			
Total Grant payments ex VAT						(12,418.52)			
Net Balance of Grants/ Precept						1,366.48			
Hampshire Trust Bank - Community Benefit Fund									
<i>Receipts</i>									
	10/02/2017	Fund Monies received	Chq 1030 transferred Money to Hampshire Trust Bank June 2017			28,000.00			
	20/06/2018	Interest received				317.97			
						28,317.97			
Dogmersfield Parish Council Lloyds Bank Account Balance represented by									
NHP Grant & Precept Balance						1,366.48			
Dogmersfield Precept Cash Book Balance						11,048.11			
Total Cashbook Balance at 31st March 2019						12,414.59			

Sum of all bank accounts as at 31st March 2019

28,317.97	Hampshire Trust Bank
12,414.59	Lloyds Bank
<u>40,732.56</u>	

Dogmersfield Parish Council  
Expenditure Analysis 31st March 2019

Budget Area	Budget 2018/19	Expenditure March 2019	Expenditure YTD	Budget Virement in Year	Budget Balance as at 31st March 2019	Percentage Budget Spent	Analysis of Unbudgeted Expenditure
<b>Internal operations</b>							No expenses claim was made last year therefore this claim is for 2 years of expenses Insurance underestimated in budget. Budget increased for 2019/20.
Parish Clerk	5,000.00	395.00	4,740.00		260.00	94.80%	
Subscriptions	820.00	0.00	761.00		59.00	92.80%	
Meeting costs	400.00	0.00	298.15		101.85	74.54%	
Training	300.00	60.00	240.00		60.00	80.00%	
Admin consumables	300.00	0.00	220.08		79.92	73.36%	
IT Upgrade	500.00	0.00	263.73		236.27	52.75%	
Website	150.00	245.64	245.64		-95.64	163.76%	
Parish insurance	300.00	0.00	335.00		-35.00	111.67%	
Audit of accounts	200.00	0.00	150.00		50.00	75.00%	
Election contingency	1,200.00	0.00	0.00		1,200.00	0.00%	
<b>Total Internal Operations</b>	<b>9,170.00</b>	<b>700.64</b>	<b>7,253.60</b>	<b>0.00</b>	<b>1,916.40</b>	<b>79.10%</b>	
<b>Service delivery</b>							
Village maintenance	3,800.00	2190.00	2,225.00		1,575.00	58.55%	
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%	
Support of beneficial causes	300.00	0.00	180.00		120.00	60.00%	
<b>Total Service Delivery</b>	<b>5,100.00</b>	<b>2190.00</b>	<b>2,405.00</b>	<b>0.00</b>	<b>2,695.00</b>	<b>47.16%</b>	
<b>Budget Contingency 2018/19</b>							
Contingency	500.00	0	0.00	0.00	500.00	0.00%	
<b>Total Budget Expenditure</b>	<b>14,770.00</b>	<b>2,890.64</b>	<b>9,658.60</b>	<b>0.00</b>	<b>5,111.40</b>	<b>65.39%</b>	

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

Dogmersfield Parish Council Finance Report as at 30th April 2019

Bank Reconciliation										
Opening Cashbook Balance at 1st April 2019									12,414.59	
Add Receipts		<i>DPC Cashbook</i>	<i>Grant Cashbook</i>	<i>Community Benefit Fund</i>						
		11,800.00	0.00	0.00						
					<i>Total Cashbook Receipts YTD 2019/20</i>	11,800.00				
Less Payments		<i>DPC Cashbook</i>	<i>Grant Cashbook</i>	<i>Community Benefit Fund</i>						
		(596.00)	-	-						
					<i>Total Cashbook Payments YTD 2019/20</i>	(596.00)				
<b>VAT adjustment</b>										
					ADD VAT refunded YTD on prior year expenditure	-				
					LESS VAT paid YTD on expenditure	-	<i>- including Grant expenditure</i>			
<b>NHP Grant/Precept/CBF Money adjustment</b>										
LESS NHP Grant/earmarked/CBF funds accounted for separately					Precept Earmarked	(1,366.48)	<i>net of expenses</i>			
					Community Benefit Fund interest	-				
<b>Dogmersfield Parish Council Cashbook Balance excluding Grant/earmarked/CBF monies</b>									<u>22,252.11</u>	
									PRECEPT earmarked NHP	1,366.48
<b>Credit Balance in Cashbook after VAT adjustment including Grant/earmarked monies</b>									<u>23,618.59</u>	
<b>Actual Bank Balance as per Lloyds Bank Statement end of April 2019</b>									<u>23,618.59</u>	
									Difference to Reconcile	-
									Unpresented Cheques	-
<b>CASHBOOK ENTRIES IN MONTH</b>										
Cheque number	Date	Received From/ Payable to		Details	Receipts		Payments			
					Net Amount	VAT	Net Amount	VAT		
<b>April 2019</b>										
BGC	15/04/2019	Hart District Council		Precept	11,800.00	-	-	-		
1097	20/04/2018	D W & CV Horticultural Society		Flower Show sponsorship	-	-	180.00	-		
1102	20/04/2019	Helen Wright		Clerk Salary April 2019	-	-	416.00	-		
<b>Total Receipts &amp; Payments in Month</b>					<b>11,800.00</b>	<b>-</b>	<b>596.00</b>	<b>-</b>		
<b>Total Receipts &amp; Payments YTD</b>					<b>11,800.00</b>	<b>-</b>	<b>596.00</b>	<b>-</b>		
<b>Neighbourhood Grant &amp; Precept Monies Cash Book</b>										
					Balance of precept earmarked for NHP		<u>1,366.48</u>			
<b>Hampshire Trust Bank - Community Benefit Fund</b>										
<i>Receipts</i>										
10/02/2017 Fund Monies received		Chq 1030 transferred Money to Hampshire Trust Bank June 2017			<b>28,000.00</b>					
20/06/2018 Interest received					<b>317.97</b>					
					<u>28,317.97</u>					
<b>Dogmersfield Parish Council Lloyds Bank Account Balance represented by</b>										
					NHP Grant & Precept Balance	1,366.48				
					Dogmersfield Precept Cash Book Balance	22,252.11				
<b>Total Cashbook Balance at 30th April 2019</b>					<b>23,618.59</b>					

Dogmersfield Parish Council

Expenditure Analysis 30th April 2019

Budget Area	Budget 2019/20	Expenditure April 2019	Expenditure YTD	Budget Virement in Year	Budget Balance as at 30th April 2019	Percentage Budget Spent	Analysis of Unbudgeted Expenditure	Committed Expenditure
<b>Internal operations</b>								
Parish Clerk	5,000.00	416.00	416.00		4,584.00	8.32%		
Subscriptions	825.00	0.00	0.00		825.00	0.00%		
Meeting costs	400.00	0.00	0.00		400.00	0.00%		
Training	450.00	0.00	0.00		450.00	0.00%		
Admin consumables	300.00	0.00	0.00		300.00	0.00%		
IT Upgrade	100.00	0.00	0.00		100.00	0.00%		
Website	150.00	0.00	0.00		150.00	0.00%		
Parish insurance	350.00	0.00	0.00		350.00	0.00%		
Audit of accounts	180.00	0.00	0.00		180.00	0.00%		
Election contingency	1,200.00	0.00	0.00		1,200.00	0.00%		
<b>Total Internal Operations</b>	<b>8,955.00</b>	<b>416.00</b>	<b>416.00</b>	<b>0.00</b>	<b>8,539.00</b>	<b>4.65%</b>		
<b>Service delivery</b>								
Village maintenance	3,015.00	0.00	0.00		3,015.00	0.00%		
Lengthsman Costs	1,000.00	0.00	0.00		1,000.00	0.00%		
Neighbourhood Plan	1,000.00	0.00	0.00		1,000.00	0.00%		
Project work to benefit the community	0.00	0.00	0.00		0.00	0.00%		
Support of beneficial causes	300.00	180.00	180.00		120.00	60.00%		
<b>Total Service Delivery</b>	<b>5,315.00</b>	<b>180.00</b>	<b>180.00</b>	<b>0.00</b>	<b>5,135.00</b>	<b>3.39%</b>		
<b>Budget Contingency</b>								
Contingency	500.00		0.00	0.00	500.00	0.00%		
<b>Total Budget Expenditure</b>	<b>14,770.00</b>	<b>596.00</b>	<b>596.00</b>	<b>0.00</b>	<b>14,174.00</b>	<b>4.04%</b>		

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