



DOGMERSFIELD PARISH COUNCIL

Minutes of the Meeting Held at Dogmersfield Primary School 9th March 2015

Councillors present:

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

Members of Public present:

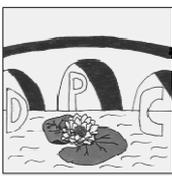
Mary Morrison (MM) Carol Leversha (CL) Brian White (BW)
Max Fullbrook (MF) Elizabeth Waller (EW) Chris Waller (CW)
Chris Ward (CWa) Stephen Gorys (SG) Christine Lowe (CLo)
CLERK Claire Inglis (CI)

27/15	Agenda item 1	<p><u>Welcome & Apologies</u></p> <p>All DPC Councillors present</p> <p>The meeting was opened at 7.30pm by Chairman who welcomed everyone and commented that the next two meetings of the Parish Council would be the Annual Parish Assembly on April 20th and the AGM on May 11th.</p> <p>Apologies were received from Cllr Ken Crookes and Cllr Jonathan Glen and Cllr John Kennett.</p>	
28/15	Agenda item 2	<p><u>Declaration of interests – current agenda</u></p> <p>AJC has submitted an expense claim so will not partake in authorisation of the expenses for payment under agenda item 6.</p>	
29/15	Agenda item 3	<p><u>Public Participation</u></p> <p>GB opened the public participation session with an update statement on current issues.</p> <p><u>Planning</u></p> <p>As reported at the previous meeting a response to an email from Vortal was provided following the pre-application guidance had been received by Vortal and Hazeley Developments. HDC concluded that an application was likely to be recommended for refusal due to the impact on the setting of the countryside and the conservation area. Vortal requested support for the 3 plot development and suggested that a larger development of 10 units would be easier to argue in front of an inspector if support could not be provided from the community.</p> <p>After careful consideration the Parish Council decided that it should respond as follows: “In these circumstances the Council has concluded that it should not decide a position (support or opposition) for any development scheme in advance of the details being made available to the Council and the community through a formal planning application consideration.”</p> <p>This response was provided and Vortal responded that they were disappointed with the position we have taken. Subsequently we have heard via a third party that Hazeley Developments have now withdrawn from the scheme but we have no firm information as to what will be the next move for this location.</p>	



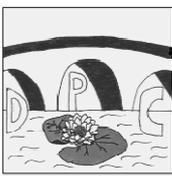
DOGMERSFIELD PARISH COUNCIL

<p>29/15</p>	<p>Agenda item 3</p>	<p>DPC also reports that it has been invited and accepted to attend Hart DC's Pre-application advice meeting with Oakford Homes for the Church Lane scheme on 12th March. Mattingley Parish Council has also been approached by Vortal relating to development in their parish and asked DPC to relate our experience with Vortal to them. GB reported he did not give a personal opinion but just set out in strict terms DPC's experience to date.</p> <p><u>Sewage works</u></p> <p>Some residents may have been aware of overnight works by a contractor on behalf of Thames Water near the school on a previous Monday. This was to install a liner into the pipe work between the school and the pumping station and required time to cure overnight. There was a reoccurrence of the problem with overflowing manholes in January. Thames Water responded quickly and positively with a camera survey of this section of pipe but unfortunately the camera could not get through due to tree roots. The lining now installed should prevent regrowth of the roots and seal any leaks. A pump was then replaced when discovered to be not working correctly. Thames Water have now confirmed that this work represents all that they can do at this stage and any further flooding is likely to be the result of surface water discharge from residents and school properties.</p> <p>GB invited questions from the public:</p> <p>CL thanked DPC for the placing of wood chips along the footpath from school as this has made the surface more passable. AJC confirmed that this was not performed by the council but that DPC is intending to put some material down with use of the payback team. DPC would look again at the pathway and determine what action to take.</p> <p>CL asked about the outcome of the highways walkabout as the resident from Victory Cottage is still having problems with potholes near their property. AJC confirmed that the highways engineer did bring that up in conversation before DPC mentioned it and confirmed that it was due to repaired as white lines had been drawn. CL stated that these lines are not evident and therefore may have been washed away or been incorrectly marked. AJC would chase this matter up following the meeting.</p> <p>CWa requested an update on the discussions with the school and parking/development situation. GB confirmed that a meeting is scheduled with DPC, Headteacher, Chair of Governors and representative of the Diocese on Monday 16th.</p> <p>CWa asked what progress was being made with the installation of Dragon's teeth on the bend in Chatter Alley. AJC reported that highways have confirmed that 7 posts will be installed which keeps the cost below £500 and therefore can be authorised more readily. Due diligence will be carried out to confirm that no services exist under the ground in this area. After this a contractor will be appointed and DPC will be subject to their timetable. DPC may be able to install additional posts but would not be able to work on the highway.</p> <p>EW asked if there was any further update on the canal works. AJC confirmed that the work is now subject to planning permission following a request from the Ecologists that consider that there may be disturbance to bats or other wildlife. There will be an attempt to open the towpath for Easter but this is not guaranteed. Repair works are potentially delayed until the end of this year. CWa commented that his fence is subject to damage by walkers attempting to get back onto the towpath via the access near his property.</p>	<p>MR/GL</p> <p>AJC</p>
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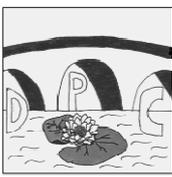
DOGMERSFIELD PARISH COUNCIL

30/15	Agenda item 4	<p><u>To approve the minutes of the meeting held on 9th February 2015</u></p> <p>Following correction of a typo error in relation to cheque numbers on page 3 of the minutes:</p> <p>It was resolved that the minutes (14/15 to 26/15) be accepted as a true record and they were signed by GB. (GL proposed, MR seconded and all were in favour).</p>	
31/15	Agenda item 5	<p><u>Matters arising from the minutes of the meeting held on 9th February 2015</u></p> <p>The outstanding action list was considered at this time with many items due for consideration as an agenda item below.</p> <p>Other actions outstanding or completed are as follows:</p> <ul style="list-style-type: none"> -Advert for Speedwatch volunteers is to be included in the newsletter -Unblocking of culverts is on-going and some were looked at today by GB and AJC -A village walkabout was carried out with AJC, GB and Highways engineer on 17th Feb -Newsletter delivery list has been cross referenced with the email list -Dragons teeth was updated as per public participation above -Chicane post to be chased as per highways walkabout -Hi-vis jacket was purchased for MM -Issue for Pilcot Green North proposal document is on schedule with newsletter -Brian Leversha has established there will be no cost for replacement neighbourhood watch signs and DPC will await their install. -Taxishare information will be provided within newsletter -GB reported that he and AJC met with a representative from Veolia who carry out bin collections on behalf of HDC to try to provide a solution to the damage being caused to verges within the village. Veolia have committed to providing a regular driver for the route so that consistency can be established. The lorries will approach the village from the A287 end which will improve manoeuvrability in the direction of Myll Mead Cottages which are difficult to access around the triangle by the pub. GB commented that it was a useful meeting and was made aware of some of their difficulties as they are regularly subjected to road rage incidents from other road users if they hold up the flow of traffic. - Insurance provision to be discussed under agenda item 6 -Vortal email response was confirmed under public participation above -February payback team visit was deferred into new financial year -Meeting with school and Diocese has been arranged -HDC pre-app response has been uploaded to the DPC website 	<p>GB</p> <p>AJC</p>
32/15	Agenda Item 6	<p><u>Finance and Regulatory Matters</u></p> <p><u>To update the status of filling the Casual Councillor Vacancy</u></p> <p>CI reported that the Election department of HDC confirmed that there had been no call for election to replace the casual vacancy. Therefore DPC is in the position of being able to fill the vacancy by co-option. An advert will be placed on the noticeboards and CI requested confirmation of a closing date for applications suggesting Monday 30th March. This allows for the advert to be received by every household via the delivery of the newsletter anticipated within the week. It was agreed that March 30th would be the closing date for applications with an announcement made at an upcoming meeting. CI confirmed that the relevant forms for any requested application packs are ready to go.</p> <p><u>To confirm Bank mandate update following death of Martin Hannah</u></p> <p>CI has completed the bank mandate request form for Lloyds bank to confirm removal of Martin Hannah from the signatory list following his death. This was duly signed and will be submitted.</p>	<p>CI</p> <p>CI</p>



DOGMERSFIELD PARISH COUNCIL

32/15	Agenda item 6	<p><u>To receive and approve the financial statement of account and payments in period from 1st to 28th February</u></p> <p>CI reported the Bank balance at end of February stands at 7,098.37 and this has been agreed by AJC and signed.</p> <p>February payments made were confirmed as follows: Chq no: 903 £105 Hampshire County Council Room hire Sept14 – Jan15 Chq no: 904 £387 Clerk February salary Chq no: 905 £75 Hants & IOW CRC Payback team Jan visit</p> <p>It was also noted that the Lengthsman expenditure for the current year was now shown on a separate line total spend £985 to date against funding of £1,000 received in the year post budget setting. Therefore income was received to match this expenditure in excess of the precept.</p> <p>It was resolved that the statement of accounts be accepted as a true record and payments listed therein be confirmed (GB proposed, AJC seconded and all were in favour).</p> <p>Payments requested for authorisation were:</p> <ul style="list-style-type: none">• March 2015 Clerk Salary payment £387.00 due 20th of the month• Community Payback Team £75 for March 6th visit• Clerk Expenses £15.27• Room Hire meeting costs for Feb/March 2015 £42• HALC –Councillor attendance of Annual Conference 4th March £72 <p>It was resolved to authorise payments to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (AJC proposed, GL seconded and all were in favour).</p> <ul style="list-style-type: none">• Alastair Clark Expenses £126.40 <p>It was resolved to authorise AJC expense payment to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (GB proposed, GL seconded and MR was in favour). AJC did not take part in decision.</p> <p><u>To receive a recommendation from the Clerk to appoint Internal Auditor for the year ending March 31st 2015</u></p> <p>CI received a quote from Eleanor Greene of Do the Numbers Ltd of £155 the same cost as in previous year. This will be the second year in succession that Eleanor would perform the internal audit and for continuity CI would recommend appointment of Eleanor Greene. This could be reviewed in future years.</p> <p>It was resolved to appoint Eleanor Greene of Do The Numbers to perform the Internal Audit for the year ending March 31st, 2015 at a fee of £155.00 (GB proposed, GL seconded and all were in favour).</p> <p>CI further reported that the Council is also required to confirm under Governance that it is satisfied that internal controls and risk assessment are satisfactory. CI confirmed that during the October meeting the register of risks had been subject to review and were deemed satisfactory under agenda item 112/14. The financial regulations will also be reviewed as part of the preparations for the AGM upcoming. All councillors confirmed</p>	CI
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DOGMERSFIELD PARISH COUNCIL

32/15	Agenda item 6	<p>that they were satisfied with the effectiveness of the internal controls and risk assessment and the regular monitoring of them as appropriate for DPC.</p> <p><u>To receive a recommendation from the Clerk to agree the Insurance cover for 2015/16</u> CI received one quotation from Zurich and even after chasing Aon has not obtained a second quote. The indicative quote received from Zurich was within a few pounds of the price paid in prior year to Came & Co. Came & Co have confirmed that their renewal is due for issue at the end of April and this year will include an additional insurance cover for Key Personnel to allow the council to cover the cost of temporary cover if the main employee i.e. Clerk was absent due to illness. This cover is being provided at no cost to Councils.</p> <p>CI therefore recommends awaiting the renewal policy from Came & CO and reinsuring with them subject to the cost being similar to prior year £268.</p> <p>The recommendation was agreed by all councillors and would be confirmed upon receipt of the renewal premium.</p>	
33/15	Agenda item 7	<p>Planning</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>Land at Knights Close – Permission has been granted but GB voiced his disappointment about surface water drainage which the DPC submission had pointed out should be diverted away from Dogmersfield. The HDC conclusion only states that surface water will drain into an existing ditch and then into the river Hart to the west of Crookham Village failing to recognise that the ditch in question will channel the surface water directly into the centre of Dogmersfield.</p> <p>Land at Netherhouse Copse – Has not moved forward. SG confirmed this.</p> <p>Pre-Application Chatter Alley – HDC response is still not showing on their website even though DPC has obtained a copy via Vortal. The HDC response is on the DPC website.</p> <p>Highfield, Pilcot Hill – GB tracked this application which lies just outside village but there were no concerns to comment upon.</p> <p>Pre-Application Church Lane – The HDC website appears to be accepting comments from the public.</p> <p>GB also commented that DPC has been made aware of a planning application submission by Four Seasons Hotel and asked SG why this is also not showing on the HDC website. DPC would be concerned if this is being dealt with but no notifications issued. SG considered that the application may not have been validated yet and hence not on the website but GB was made aware of it some two to three weeks ago.</p> <p>SG continued by giving details that he was aware of which include changes to the Spa, the entrance to create a foyer to reduce drafts in the winter months to the Reception area, a grander entrance from the road and replacement of the black chain link fencing to the roadside for something more sympathetic. They are also looking to increase their restaurant capacity as this is challenged at times when they are full and to enhance the historic ice house feature to make it a facility that visitors can view.</p> <p>GB closed planning by commenting that the HDC website is way off the pace of applications which is increasing concern.</p> <p>CI commented that she was contacted along with other clerks in the area to test the HDC notification system but since then has not received any electronically. CI would voice concerns to planning department.</p>	CI



DOGMERSFIELD PARISH COUNCIL

35/15	Agenda item 9	<p>have been dealt with.</p> <p>AJC also reported that talks relating to speed reduction to 20mph are still on-going. This raised comments on the potential for a speedwatch group which DPC confirmed would need to be manned by at least six volunteers and is a police supervised activity.</p>													
36/15	Agenda item 10	<p><u>Other matters to report</u></p> <p>Community Liaison – As covered on the agenda</p> <p>Training – The training budget has been spent this year</p> <p>Website – Currently up to date</p> <p>Newsletter – Councillors agreed to review the current version of the newsletter circulated for format/ spelling/grammatical errors and issue to CI for final version to be issued. It is hoped that delivery can take place early next week and all agreed to deliver an allocation and invite residents to join the email circulation list a part of the delivery.</p>	ALL												
37/15	Agenda item 11	<p><u>Crime and Disorder Act, section 17</u></p> <p>No matters to discuss.</p>													
38/15	Agenda item 12	<p><u>Dates of future meetings</u></p> <p><u>2014/15</u></p> <p>Meetings are scheduled as follows:</p> <table border="1" data-bbox="304 1115 1315 1227"> <tr> <td>APA April 20th</td> <td>AGM May 11th</td> <td>June 8th</td> <td>July 13th</td> </tr> <tr> <td>No August meeting</td> <td>September 14th</td> <td>October 12th</td> <td>November 9th</td> </tr> <tr> <td>December 14th</td> <td>January 11th</td> <td>February 8th</td> <td>March 14th</td> </tr> </table>	APA April 20 th	AGM May 11 th	June 8 th	July 13 th	No August meeting	September 14 th	October 12 th	November 9 th	December 14 th	January 11 th	February 8 th	March 14 th	
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39/15	Agenda item 13	<p><u>Information Sharing</u></p> <p>The meeting was closed at 8.58pm.</p>													

Signed.....
Chairman

Date.....