



DOGMERSFIELD PARISH COUNCIL

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

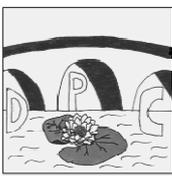
Councillors present:

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

Members of Public present:

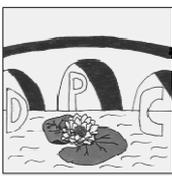
Mary Morrison Carol Leversha Brian Leversha
 Steph Thomas Elizabeth Waller Chris Waller
 Chris Ward Christine Smith Cllr Ken Crookes

117/15	Agenda item 1	<p><u>Welcome & Apologies</u></p> <p>Apologies were received from Cllr Mike Ricketts</p> <p>In addition apologies were received from Cllr Stephen Gorys and Cllr Jonathan Glen.</p> <p>GB opened the meeting and welcomed everyone. Two important matters will be discussed this evening:</p> <ul style="list-style-type: none"> -Budget setting for 2016/2017 particularly in light of the situation explained fully at the APA that we need to contemplate increasing the precept for this coming year. -How the Council should respond to the planning application for 3 houses in Church Lane. 	
118/15	Agenda item 2	<p><u>Declaration of interests – current agenda</u></p> <p>GB declared an interest in agenda item 7 where an expense claim made by him will be subject to authorisation.</p>	
119/15	Agenda item 3	<p><u>Public Participation</u></p> <p>GB introduced the public participation section of the agenda by commenting that at the last meeting there was further substantial discussion on the planning application for a solar farm at Hungerford Farm. Recent developments will be discussed under agenda item 8 where public participation will be allowed at that time.</p> <p>Also consideration of the Church Lane Planning application will be covered under item 8 and public participation again will be allowed at that time. As planning matters are likely to have more public interest the agenda will be reordered to bring these discussions ahead of finance meaning that item 8 will be taken ahead of item 7 with all other matters following the published agenda.</p> <p>GB invited other items under public participation.</p> <p>EW voiced concern over the increasing traffic levels from Crookham Village over the bridge and traffic crossing the bridge in the middle of the road becoming dangerous increasing the chances of an incident. Is it possible to request highway markings that may encourage safer approaches to and over the bridge like those that have been introduced along Crondall Road in CV. GB agreed that this is becoming an issue and that the highways department would have to be involved in discussions. AJC to include the suggestion as part of Dogmersfield action list.</p>	<p>AJC</p>



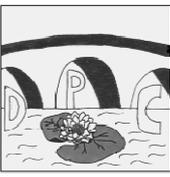
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120/15	Agenda item 4	<p><u>To approve the minutes of the meeting held on 12th October 2015</u></p> <p>It was resolved that the minutes (103/15 to 116/15) be accepted as a true record and they were signed by GB. (AJC proposed, JT seconded and all were in favour).</p>	
121/15	Agenda item 5	<p><u>Matters arising from the minutes of the meeting held on 12th October 2015</u></p> <p>The outstanding action list was considered at this time with many items due for consideration as an agenda item below. Other actions outstanding or completed are as follows:</p> <ul style="list-style-type: none"> • GB confirmed culvert work continuing and further progress may be made on 21st November • AJC attended latest Highways Partnership meeting, no representative from Highways was in attendance but the DPC schedule of outstanding works would be included as part of the minutes of that meeting • GL letter to Highways now ready to be sent by recorded delivery and copied to Cllr Glen • 'Dog Mess' signs to be installed • Date to be diarised for walk of footpaths and inspection of Parish assets • CI/AJC met re Transparency and website with one final session to finalise details required • AJC provided a Canal closure update. This has now been postponed until January 2016. A diversion will be in place at the times of the works and AJC will send out a reminder closer to the time. • Housing Option paper to be discussed Nov 18th at HDC cabinet meeting for clearance • Lengthsman invoice for current year has been submitted and await a PO reference, this will be chased • Risk register has been updated • Centralised record has been created and will be circulated for information • Risk assessment and electrical inspection of Christmas lights due to take place upon installation • Budget document was updated for current year • Church Lane deadline extended to Thursday 12th November • Sleepers for PGN delivered and installed • Volunteer day pinkie was delivered • Flood forum took place. As the flooding at the Queens Head does not pose a threat to properties it is considered low priority for action to be taken. • AJC attended HIWWT training • Other actions added to bring forward diary for AGM preparation 	<p>GB</p> <p>AJC</p> <p>CI</p> <p>AJC</p> <p>ALL CI</p> <p>AJC</p> <p>CI</p> <p>CI</p> <p>CI</p> <p>GB/AJC</p>
122/15	Agenda Item 6	<p><u>Update on Employee Appraisal Process</u></p> <p><u>To confirm completion of Annual Performance Review of employee</u> Having completed the Annual appraisal meeting on 12th October the finalised report has been circulated to Councillors for any final comments. All are content with the report and GB and CI signed the final version.</p>	



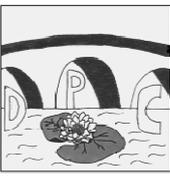
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123/15	Agenda item 8	<p>Planning</p> <p><u>Report on current planning applications and confirmation of Parish Council responses</u></p> <p>The following applications were discussed and decisions noted where applicable:</p> <p>15/01077/FUL Hungerford Farm solar farm – As anticipated at the last meeting permission for this development has been granted. Following a great deal of talk and correspondence about the construction transport arrangements GB confirmed that the majority of construction traffic will use Pale Lane with a small number of movements through Chatter Alley. This is proposed to take place during the middle of the day but it is not yet clear what prior notice or restrictions will be in place. There is to be a Community Benefit Fund which will be discussed later in the meeting.</p> <p>15/02111/AMCON Equestrian Centre removal and variation of approval conditions – As indicated the Parish Council objected to the proposed changes to the conditions attached to the approval of this scheme. The outcome is still not yet decided.</p> <p>15/021981 Blue Bell Lodge Lawful Development Certificate for siting of caravan – This is a complex issue associated with an unapproved residential mobile home in Crondall on our boundary. Outcome is still not yet decided. Crondall Parish council has objected although as reported at the last meeting this Parish Council decided that it would not get involved.</p> <p>15/02077/HOU Fieldview side extension – This is a proposed extension that is in keeping with the existing property and the Parish Council has submitted no objection. It appears that Hart DC are intending to Grant Permission. However, the original application sought permission for parking of 6 vehicles to the front of the property. This was reduced to 5 by Hart and a revised layout was submitted by the applicant. Highways supported the proposal but concluded that to provide access the front railings would have to be removed and the kerb dropped for the whole frontage. Hart later concluded that reducing the number of parking spaces to 4 would remove the need to remove the railings. HDC have initiated enforcement action as they also have realised that the property is currently being used as overflow parking for the garage.</p> <p>15/00373/NMMA Four Seasons variation of conditions – These changes will allow the approved improvements to the building and other features to be carried out in phases. The Parish Council decided that it would not get involved. The outcome is still not decided.</p> <p><u>To discuss and confirm DPC response to 3 Dwellings on Church Lane planning application 15/02401/FUL by 12th November deadline</u></p> <p>GB gave the following background information in advance of discussions. This is the expected application from Oakford Homes for the 3 house scheme in Church Lane. It is very similar to the proposal that was submitted for pre application advice and was the subject of the public exhibition on the 14th July.</p> <p>The application site lies outside of the settlement boundary and well within the Dogmersfield Conservation Area and as such represents development in the open countryside. The site also lies within 5 kilometres of the Thames Basin Heath Special Protected Area (SPA). This is the most significant application for the parish for many years. Its outcome could set precedents that will have wide ranging implications for residents throughout the village well beyond those immediately affected in Church Lane.</p> <p>In the absence of a Local plan for Hart we are faced with the NPPF's presumption in favour of sustainable development. Although all residents will have views about traffic and services DPC don't believe that there are any robust reasons to claim that the proposed development fails the sustainability test.</p> <p>However the NPPF does allow for special consideration of designated areas including</p>	
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123/15	Agenda item 8	<p>conservation areas. In this respect we need to remind ourselves that a conservation area is defined as <i>“an area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance”</i>. Consequently in making a decision on an application for development within a conservation area, special attention must be paid to the <i>desirability of preserving or enhancing the character or appearance of that area</i>.</p> <p>A key consideration therefore is whether the proposed green field development will be harmful to the conservation area, the significance of any harm caused and the weight of this harm against the public benefits of the proposal.</p> <p>HDC’s Conservation Area Appraisal describes Dogmersfield as a rural settlement surrounded by countryside with important open spaces retained between buildings. It recognises that <i>“the south east side of Church Lane is now fully developed with housing right into the village centre. There are several timber framed cottages and some later traditional ones between and these all add greatly to the character of the conservation area”</i>. Equally there is no established building line with some properties situated close to the road edge and others set well back.</p> <p>The plan that accompanies the Appraisal shows that within 300m of the development there are ten grade 2 buildings, two locally listed buildings (old grade 3) and five positive buildings.</p> <p>Against this background the proposed development will comprise a straight line block of three new dwellings of significant bulk, with essentially the same profile and only <i>subtle</i> design differences. Consequently the proposed development fails to reflect the existing pattern and layout of housing in Church Lane and although the new dwellings will be set back from the road edge their appearance will not reflect the existing character and appearance of the conservation area.</p> <p>The Conservation Area Appraisal also recognises that <i>“the views across the open meadow between Church Lane and Chatter Alley are important and can be enjoyed freely from Chatter Alley and the footpath from the school to the church with glimpses possible from Church Lane”</i>. The reference to <i>glimpses</i> reflects the level of leaf cover on the road side hedges and scrub at the time as the extent of the view from Church Lane varies with the seasons and is much greater during the winter months.</p> <p>These views are only possible because a defining characteristic of Church Lane is that it is developed on one side only and consequently the open countryside extends right into the centre of the village. The proposed development locates new housing with multiple dense hedges on the undeveloped side of Church Lane and this will significantly restrict the views over the open meadow and therefore undermine the character and appearance of the conservation area.</p> <p>We all know that Hart District Council is drawing up a Local Plan to deliver over 4000 new houses in the period to 2029. A development of three houses in Dogmersfield will make a negligible contribution to this total.</p> <p>Also relevant are that in the absence of a Local Plan there is no allocation of new housing to Dogmersfield that has to be satisfied and Hart currently is meeting the five year land supply requirement.</p> <p>The developer claims <i>that the development fits in with the residential nature of the area, is of an acceptable scale, does not represent over development, respects the prevailing spatial pattern and there is no reason why the development should be considered at all harmful to the character or appearance of the conservation area. Adding that potentially, it could even enhance the conservation area with the requisite attention to detail. In the absence of any harm, the weight tilts in favour of approving the application</i>. Obviously even the developer concedes that the case is weak.</p> <p>GB concluded therefore that for the reasons outlined above the proposed development</p>	
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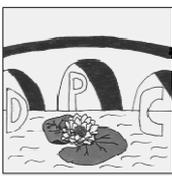
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<p>123/15</p>	<p>Agenda item 8</p>	<p>does not fit in with the open nature of that side of Church Lane, it does not respect the prevailing spatial pattern and therefore it will be harmful to the conservation area. It therefore fails to preserve or enhance the conservation area and subsequently believe that there are adequate grounds for refusing permission for this development.</p> <p>However you may feel that as a Council we should be more pragmatic in the current situation where all communities are expected to bear some responsibility for providing new housing and therefore the Parish Council should not raise objections to this application.</p> <p>Whatever the merits of the current proposal an overriding concern must be the risk that granting of permission for this development will lead to further applications for more extensive development within the conservation area. GB provided a reminder that the assessed capacity of the SHLAA plots within the conservation area is 170 new dwellings and the obvious implications for this community should this scale of development be allowed to go ahead.</p> <p>GB considered that most residents are less concerned about this modest scale 3 house scheme than they are about the potential for a much larger development on the neighbouring plots.</p> <p>Should the Parish Council support the application or submit a neutral response it could be interpreted as meaning that DPC accept that development within the conservation area is acceptable and this will encourage further applications. However, should DPC object our concerns could be written off as unreasonable nimbyism which could weaken the ability to oppose further development particularly when this is clearly more damaging. A number of residents have made comments (6 objections 2 neutral to date).</p> <p>GL voiced concern that an objection could undermine future credibility especially as there has been an unwritten preference for linear development. He would not want to see a developer return with a larger development proposal. Protection of the remaining open fields and views as a condition would be a positive outcome. Comments from some residents infer they would want conditions that improve infrastructure in this area relating to ditches and surface water run off.</p> <p>JT agreed this was a difficult decision as Dogmersfield will have to accept some development but it must be in keeping with the rest of Church Lane and it would be unacceptable if this was not considered the case.</p> <p>AJC advised members that as this application was a deviation from the Local Plan any decision made by the planning committee would be referred to full council at HDC for final approval. It was suggested that all three District Councillors should be briefed on the Parish Council's comments on the application. The development being in a straight line AJC would like to see a slight breaking of the line and well set back from the road. It could be argued for smaller houses for younger people to be encouraged into the village but would these be affordable?</p> <p>GB summarised that although a neutral stance would reflect these views unless an Objection is submitted any specific concerns are not likely to be aired by HDC planning within their planning committee report which would most likely state only that DPC has not raised any objections. This is a big risk and would rely on a district councillor raising DPC concerns.</p> <p>EW commented that the properties were well set back but what landscaping is</p>	
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<p>123/15</p>	<p>Agenda item 8</p>	<p>proposed? GB responded that this is predominantly mature hedging which in itself would lessen the views across the conservation area. The ground level on that side of the road is considerably higher.</p> <p>GL concluded that the submission should fully explain the DPC position and that by submitting an objection we would receive a better hearing. Also an objection will align with the voices of the residents and it is the duty of DPC to represent the views of villagers.</p> <p>GB summarised the discussion and confirmed that he would redraft the HDC submission to highlight all the issues raised and seek Councillor's support in time to submit an Objection by the deadline on Thursday 12th November.</p> <p><u>Solstice</u> With the granting of planning permission for the solar farm at Hungerford Farm, Solstice have set up a Community Benefit fund and I am pleased to confirm that they have invited DPC to participate. They have offered us a Community Benefit Agreement whereby Dogmersfield parish will receive an annual payment of £400 per megawatt of installed generation capacity. This will equate to somewhere near to £2,000 per year over 25 years to be spent on projects that benefit the community. Money unspent after 5 years will have to be returned although money can be accumulated to spend on a large project. Winchfield will also benefit and I understand there is to be separate considerations for Dogmersfield Primary School. There has been some clarification and amendment of the documentation to clarify where in the parish the fund can be spent to a satisfactory conclusion that it can be used parish wide. DPC need to decide whether to go ahead and accept the agreement and how we should identify how to spend the money. Funding will only become available when the installation is completed and power is being generated. This will provide an opportunity to spend money not raised from the public purse on worthwhile projects and residents will be consulted at an appropriate time and will be put in the forward diary.</p> <p><u>To confirm and authorise Parish Clerk to sign the Anti-Bribery Compliance Form as per requirement by Solstice re planning application for Solar Farm at Hungerford Farm approved by HDC</u> Solstice having obtained planning permission for installation of a Solar Farm at Hungerford Farm have issued a Bribery Act 2010 compliance form to be signed by the Parish Council. This seeks to confirm that DPC members are not Councillors for HDC with a vote in deciding planning applications; that no DPC member is a Planning case officer at HDC and no DPC member shall personally benefit from the Community Contribution through decisions made on its deployment.</p> <p>It was resolved that DPC members meet all of these points and the Clerk is given due authority to sign and return the document to Solstice (GB proposed, AJC seconded and all were in favour)</p> <p><u>To confirm and authorise Parish Clerk to sign the Community Contribution benefit agreement issued by Solstice, having checked and taken advice on the agreement and return it to Solstice</u></p> <p>It was resolved that the Clerk is given due authority to sign the revised Community Contribution Benefit agreement issued by Solstice and return to Solstice (GB</p>	<p>GB/CI</p> <p>CI</p> <p>CI</p> <p>CI</p>
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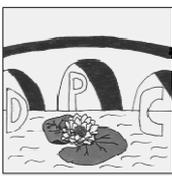
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123/15	<p>Agenda item 8</p>	<p>proposed, AJC seconded and all were in favour)</p> <p><u>Neighbourhood Plan (NHP)</u> <u>To confirm the next steps</u> It was agreed that door to door call would be made to those who were unable to attend the drop in event and encourage completion of a questionnaire. Documents would be circulated to all councillors to deliver their distribution list.</p> <p>A new strategy meeting date would be set to enable enough time to complete this exercise.</p> <p><u>To discuss and confirm response to Odiham NHP pre-submission</u> GB commented that the Odiham NHP pre-submission is a high quality document and was very impressed upon reading it. It was considered that there were no implications to the parish of Dogmersfield and a response would not be required but upon suggestion by KC a neutral supportive response would be drafted by GB and sent to the Odiham Clerk.</p>	<p>ALL</p> <p>GB/CI</p>
124/15	<p>Agenda Item 7</p>	<p><u>Finance and Regulatory Matters</u></p> <p><u>To receive and approve financial statement of account from 1st – 31st October, confirm payments made in October and authorise any payments now due</u></p> <p>CI reported the bank balance at end of October stands at £8,066.17 and this has been agreed by AJC and signed. During October the following payments made are confirmed below:</p> <p>October payments made were confirmed as follows: Chq no: 941 £53.32 Clerk expenses Sept 15 Chq no: 942 £75 Hants & IOW CRC Ltd CPT Team Chq no: 943 £35 Information Commissioner re Data Protection Chq no: 944 £42 HALC Training course Chq no: 945 £397 Clerk Oct 15 salary Chq no: 946 £37.33 Clerk expenses re NHP event Chq no: 947 £230 Treasure Fencing re repair</p> <p>Current committed expenditure relates to CPT visits not yet invoiced or due to take place in December totalling £300 and £58.34 net cost of railway sleepers for bridge over ditch on Pilcot Green North (against an authorised level of expenditure £100). CI confirmed that she has submitted the Lengthsman invoice which she will monitor for payment but at this time it has not been rejected.</p> <p>It was resolved that the statement of accounts be accepted as a true record and payments listed therein be confirmed (AJC proposed, JT seconded and all were in favour).</p> <p>CI requested authorisation of the following payments:</p> <ul style="list-style-type: none"> • November 2015 Clerk Salary payment £397.00 due 20th of the month • Community Payback Team £75 for November 6th visit • NHP drop in day costs £34.63 to Auriol Wines <p>It was resolved to authorise the 3 payments to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (AJC proposed, JT seconded and all were</p>	



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<p>124/15</p>	<p>Agenda Item 7</p>	<p>in favour).</p> <ul style="list-style-type: none"> Expenses re CPT work GB £70 (sleepers for bridge) <p>It was resolved to authorise the expense payment for GB to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (AJC proposed, GL seconded and JT was in favour, GB abstained).</p> <p><u>To confirm Pension regulation timeline and actions</u> Further to the information provided at the October meeting relating to workplace pension legislation CI has since circulated the relevant information to Councillors. CI has also provided a summarised timeline with the required actions and whose responsibility the action will fall under. This timeline should be added to the forward diary to ensure that all actions and compliance is met by the council as required. AJC also suggested that responsibility should be allocated to a member of the Council and included as a process in the relevant documents such as Financial regulations.</p> <p><u>To agree updated Asset register in view of recent fencing repair</u> The posts and rail on Pilcot Hill were repaired following damage earlier in the year. This has highlighted a significant under-estimate for the replacement value of the asset in the future and on this basis the asset register should be updated to reflect this.</p> <p>It was agreed to retain the value of the posts and rail on Pilcot Green at £1,500. Based on the number of rails and posts on Pilcot Hill the replacement value was agreed at £2,800. This will be reflected in the Asset register and a copy forwarded to the insurers.</p> <p><u>To review the first draft Budget for 2016/17</u> CI and GB following the October meeting have considered the Budget document and compiled a first draft which has been circulated to all councillors. Scenarios have also been provided for the level of precept on the basis of a £14.5k expenditure budget which would be £2k more than in the current year. Assumptions made include cost of election due to re-election year of Parish council and Lengthsman funding is not received. A credible budget must be set which maintains a positive closing bank balance. To allow the proposed £14.5k expenditure budget to go ahead would require uplift in the precept of around 25% assuming a closing outturn of £9.5k expenditure and £5.7k closing bank balance. A breakdown of Village maintenance costs is provided and includes a figure of £1k for work to trees which is based on a quote for the removal of trees on Pilcot Green due to disease. GL suggested that the training budget may need increasing to allow for new councillor training as a result of election year. Depending on the response from Highways department re work to chicane this may be carried over into the next budget year. GL also considered that £250 should complete (excluding work to trees) the programme of works on PGN. GB commented that there may be money to fund some projects in the budget from the Solstice Community Benefit fund. GB had provided an analysis of the required Precept level to achieve a positive bank balance and the two viable options result in a £2k increase in the precept which would provide a small positive balance of approximately £600 at year end and would impact band G households with an monthly increase of £1.50. A £3.5k increase in the precept would provide a healthier positive bank balance of £2k at year end and would impact band G households with a monthly increase of £2.50.</p> <p>GB suggested that the decision on the precept level depends on how comfortable DPC</p>	<p>CI</p> <p>CI</p>
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124/15	Agenda Item 7	<p>want to be in its closing bank balance at the end of March 2017. CI confirmed that it is suggested to have a buffer of one years precept which DPC have been operating to and slightly under in the past couple of years reducing the reserves. All agreed that the budget as currently set is close to completion with some minor adjustments to make. The majority felt that a £2k increase to the precept was the best option. GB asked CI to rework the budget as per the discussions and circulate for approval to be determined at the December meeting.</p>	CI
125/15	Agenda item 9	<p><u>Environment & Rights of Way</u></p> <p><u>To report on progress from recent visit by Community Payback Team and outcomes of Volunteer day and confirm work to be carried out in December by CPT</u> The CPT arrived but later than usual on November 6th and carried out installation of the railway sleeper bridge fixing chicken wire on the surface to prevent slippage. AJC kindly delivered the sleepers. The work for December will include a final tidy up and maybe some ditch clearance work depending on location to deal with annual leaf fall. The volunteer day was very successful with some 20 residents in attendance with garden tools and a big impact was made.</p> <p><u>To confirm CPT works to be discontinued until Spring 2016</u> It was agreed that there is not enough work currently to justify the use of the CPT team and CI would confirm that DPC will look to engage the team again from Spring 2016 (March/April). If the team are looking for work and are prepared to provide it free of charge this will be accommodated.</p> <p><u>To discuss and agree next steps for Pilcot Green North project</u> GL reported on progress made on PGN in relation to the targets set out at the APA. Drainage – this has been improved through the clearance of ditches Pathways – paths have now been established into the area with the closing of the gap in the holly hedge Undergrowth – clearance of the undergrowth has been achieved Invasive species – a significant clearance has been achieved this season with another round of work next year to evaluate regrowth These tasks have been achieved at relative low cost through the use of the CPT and volunteer days.</p> <p>Outstanding tasks which may have an impact on the budget include: Roadside Bench – will require maintenance and preservative treatment Tree canopy – tree work to allow natural light to filter through may be required and will need to be costed Replanting – planting of bulbs and seeds to re-introduce native species GB commented that DPC are pleased with what has been achieved this year which is greater than expected. The challenge will be now to create wider diversity and it may be worthwhile inviting HIWWT to revisit the site and provide firm guidance on the way forward. AJC will speak to representative at a meeting later in the month to see if this is possible preferably at nil or low cost.</p> <p><u>To discuss the result of tree survey on Pilcot Green to assess safety/health of trees and quote received</u> GB met with a tree surgeon to discuss the health of the trees on Pilcot Green. The large Cherry Tree by the telephone kiosk is dying due to a fungal infection and with large branches will become dangerous and require removal. The fir tree (Xmas tree) is also already dead probably due to cross infection from the Cherry tree and it is proposed</p>	<p>CI</p> <p>AJC</p>



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128/15	Agenda item 12	<p><u>Crime and Disorder Act, section 17</u></p> <p>No matters to discuss.</p>					
129/15	Agenda item 13	<p><u>Dates of future meetings</u></p> <p><u>2015/16</u></p> <p>Meetings are scheduled as follows:</p> <table border="1" data-bbox="320 510 1034 584"> <tr> <td data-bbox="320 510 676 546">December 14th</td> <td data-bbox="681 510 1034 546">January 11th</td> </tr> <tr> <td data-bbox="320 553 676 584">February 8th</td> <td data-bbox="681 553 1034 584">March 14th</td> </tr> </table>	December 14 th	January 11 th	February 8 th	March 14 th	
December 14 th	January 11 th						
February 8 th	March 14 th						
130/15	Agenda item 14	<p><u>Information Sharing</u></p> <p>AJC advised members that the Council had received an invitation from Hampshire Constabulary for councillors to attend a Carol Service to be held in Aldershot on 6th December.</p> <p>Meeting closed at 9.38pm.</p>					

Signed.....
Chairman

Date.....