

DOGMERSFIELD PARISH COUNCIL

Minutes of the Meeting Held at Dogmersfield Primary School 8th February 2016

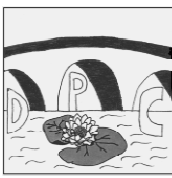
Councillors present:

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

Members of Public present:

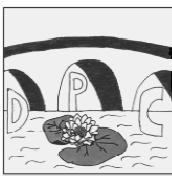
Elizabeth Waller (EW) Chris Waller Brian White
Carol Leversha (CLe) Steph Thomas Chris Ward (CWA)
Christine Smith (CS) Mary Morrison Ken Crookes (KC)
Brian Leversha (BLE)

14/16	Agenda item 1	<p><u>Welcome & Apologies</u></p> <p>All DPC councillors were present.</p> <p>In addition apologies were received from District Councillors Stephen Gorys and Jonathan Glen</p> <p>GB opened the meeting and welcomed everyone confirming that the meeting will follow the published agenda.</p>	
15/16	Agenda item 2	<p><u>Declaration of interests – current agenda</u></p> <p>GB declared an interest under agenda item 6 as he has submitted an expense claim to be authorised for payment.</p>	
16/16	Agenda item 3	<p><u>Public Participation</u></p> <p>GB introduced the public participation section of the agenda by commenting that with regard to Refined Options consultation there have been a number of significant events since our last meeting. These will be reviewed and the Council's next steps will be discussed under agenda item 7 and public participation will be allowed at that time.</p> <p>During this session at the last meeting the problems caused by the regular flooding of the highway opposite the Queens Head were discussed at some length. Whilst strictly for Agenda item 9 GB informed those present that at a recent meeting of HDC's Flood Forum, chaired by Ken Crookes, DPC was advised by Hampshire Highways that their new drain clearing contract had been awarded and the Queens Head was number two on the priority list. HH expect to address this problem in the middle of February. GB has asked to be notified of the exact date when known and also if the culvert behind the Queens Head could be done at the same time. Both were agreed to and we now await events.</p> <p>DPC have received a suggestion that we should attempt to have the village designated as a No Cold Calling area. This has been tried before but failed due to lack of support from residents (66% of households required). This subject will not come up naturally under any other agenda item and hence any comments now would be appreciated. CLe voiced her support for the Cold calling designation as she had experienced a visit from a cold caller who was found wandering around their property. They can be very intimidating especially to the vulnerable. CWA also received a caller after dark. AJC explained the</p>	



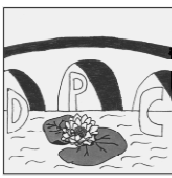
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16/16	Agenda item 3	<p>process required which starts with a request for the relevant forms from Hampshire County Council having designated the roads that are to be included in the scheme. Trading standards log the request and the zone is then out to consultation. All households will receive a consultation pack which are collected and returned to trading standards. If the consultation reaches 66% and is successful signage can be purchased and promotion of the zone as a no cold calling zone takes effect. GB requested that CI obtain the forms in the first instance.</p> <p>CLe requested that the footpath to Hungerford Farm be put on the priority cutting list as the brambles are overgrown, there are broken fences and the kissing gate should be removed. AJC considered that the brambles were the responsibility of the landowner and part of the footpath in this area fall into Winchfield parish. AJC would liaise with them to see if they intend to take any action on footpaths. AJC reminded CLe that it is the intention of DPC to walk the footpaths to assess what work is required and dates have been suggested.</p> <p>BLe requested clarification on the action taken following the decision in relation to the Annual Flower show and this was provided.</p> <p>CWa asked if there was any update on the canal closure. AJC has chased a request for information on when the works are due to take place as it is getting close to Easter when navigation of the canal is desirable.</p> <p>CS asked about when work will be carried out to repair the canal bridge on Chalky Lane. GB confirmed this will be by HH and DPC has received no news on this. AJC was aware that Pale Lane is due for imminent closure for similar repairs to the bridge over the river there.</p> <p>EW commented on the volume of large lorries coming over the bridge into the village from the Knights Close development and the immense weight of them. GB commented that he had looked at the transport plan for the development which does not go further than getting out on to Pilcot Hill. The bridge itself as there is no signage does therefore have no weight limit on it.</p>	CI
17/16	Agenda item 4	<p><u>To approve the minutes of the meeting held on 11th January 2016</u></p> <p>It was resolved that the minutes (01/15 to 13/15) be accepted as a true record and they were signed by GB. (MR proposed, JT seconded and all were in favour).</p>	
18/16	Agenda item 5	<p><u>Matters arising from the minutes of the meeting held on 11th January 2016</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"> • 'Dog Mess' signs to be installed • No Canal closure updates at this time • Maps for Speed watch have been produced • Date suggested 5th, 12th and 19th March for walk of footpaths and inspection of Parish assets • Area to PGN to be measured • Precept form submitted and receipt confirmed • Formal offer of pay review issued to Clerk and accepted by Clerk 	AJC AJC/CI ALL GL



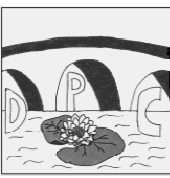
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18/16	Agenda item 5	<ul style="list-style-type: none"> • Annual Flower show organisers have been notified of help in kind offer and response from them circulated. Requested help on 22nd and 24th of July. • Meeting dates booked with school • Information has been circulated to Councillors regarding the process of all out elections for DPC. Councillors are responsible for submitting their forms to HDC in a timely manner. CI will continue to monitor the dates and alert Councillors as they become relevant. • NHP grants requested contact details from Hartley Wintney Parish Council • Consultation responses were submitted by hand following the closure of the consultation. • Transparency funding claim £398 submitted for mid Feb deadline and assume a settlement date of end of February. To date no queries have been received upon submission. 	CI
19/16	Agenda item 6	<p><u>Finance and Regulatory Matters</u></p> <p><u>To receive and approve financial statement of account from 1st – 31st January, confirm payments made in January and authorise any payments now due</u> CI reported the bank balance at end of January stands at £7,690.54 and this has been agreed by AJC and signed. During January the following payments made are confirmed below: Chq no: 955 £75 Hants & IOW CRC Ltd CPT visit Nov 15 Chq no: 956 £397 Clerk Jan 16 salary Chq no: 957 £75 Hants & IOW CRC Ltd CPT visit Dec 15</p> <p>The Precept request was submitted and receipt of the form has been acknowledged by HDC.</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>CI requested authorisation of the following payments:</p> <ul style="list-style-type: none"> • Hampshire County Council £105 re 5 DPC meetings Sept 15 to Dec 15 • February 2016 Clerk Salary payment £397.00 due 20th of the month <p>It was resolved to authorise the payments to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (AJC proposed, GB seconded and all were in favour).</p> <p>In addition the following payment to Councillor GB was requested for authorisation:</p> <ul style="list-style-type: none"> • Geoff Beaven £26.42 Expense claim in respect of stationery for HDC consultation <p>It was resolved to authorise the payment to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (GL proposed, AJC seconded, GB abstained and all others were in favour).</p> <p>AJC reported that he has expenses to claim also in relation to HDC consultation and CI requested that all expense claims be submitted in time for approval at the March meeting.</p>	ALL



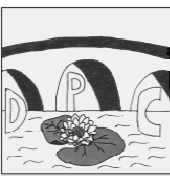
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19/16	Agenda item 6	<p><u>To receive an update on the Smaller Authorities Audit Appointment process and determine whether to opt in or opt out</u></p> <p>CI had circulated the latest update on the Audit regulations that will change with effect from 1st April 2017. The decision required is whether to opt in or opt out of the arrangements being put in place by the Smaller Authorities Audit Appointment a Limited company assigned to make audit arrangements on behalf of small authorities such as DPC. DPC will continue to publish an annual financial return whether opted in or out of the scheme and is still required to appoint an internal auditor. With effect from 2017/18 very few authorities will have to pay an external audit fee (DPC currently does not pay an external audit fee).</p> <p>The decision is required by 31st March and the advice from HALC is such that until a formal invitation arrives from SAAA Ltd themselves and further information anticipated early March, waiting seems the best option.</p> <p>GB considered it was not worth risking missing the deadline and subject to any additional information which would follow with a deadline of the March 14th DPC meeting that DPC should opt in but seek an exemption and this decision would be endorsed at the March meeting. All were in agreement on this course of action.</p>	CI
20/16	Agenda item 7	<p><u>Planning</u></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>15/02191/LDC Blue Bell Lodge Lawful Development Certificate for siting of caravan – HDC have now granted the certificate and presumably the current occupation of the mobile home will continue. From reading the documentation it seems that once a legal declaration is made about continuous occupation it must be accepted unless evidence is forthcoming that the declaration is false. Despite several misgivings no such evidence has been provided.</p> <p>15/02401/FUL Church Lane 3 dwellings – Just after the last meeting DPC were informed by the Planning Department that updated plans had been submitted for the scheme and the consultation period had been reopened until the 28th January.</p> <p>The original plan was for a solid straight line block of three new houses of significant bulk, with essentially the same profile and only subtle design differences which DPC felt was sufficiently out of character with this part of the conservation area to justify objecting to the application.</p> <p>The updated plans show that the developer has reduced the size and footprint of the three new houses which are now more dissimilar in appearance to each other and have a staggered layout, albeit the staggered layout has been achieved by bringing two of the houses forward on the plot.</p> <p>DPC concluded that the proposed development will still cause some harm to the conservation area but this could still be mitigated if the earlier separation between the houses and the road were to be restored. However on balance the level of harm is now outweighed by the contribution to local housing needs and DPC is now content with the development as proposed. We therefore submitted a neutral set of comments by the new deadline.</p> <p>DPC were subsequently advised that the application will be considered by the Planning Committee on Wednesday 10th February at 7pm. The Committee Report prepared by the planning department recommends that approval for the scheme should be granted although as the site is outside the settlement boundary the final decision will be made by the full District Council. As usual a 3 minute slot is available for DPC to address the Planning Committee and although DPC are no longer objecting the opportunity to speak should be accepted.</p> <p>DPC's considered response to this application reflected what is believed to be finely</p>	



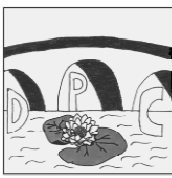
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<p>20/16</p>	<p>Agenda item 7</p>	<p>balanced issues whereas the Committee Report implies that their analysis leads to a clear cut outcome. GB believes that DPC should participate in this debate and aim to convince the committee a much more measured consideration is needed for this and any other application that may be forthcoming.</p> <p>GB has produced a script for a 3 minute presentation and prepared slides and which were circulated over the weekend. GB asked for Councillors agreement for GB to represent DPC at the committee meeting on this basis.</p> <p>All were in agreement with AJC adding that he would like District Councillor S Gorys to be copied in to the email confirming the content of the DPC presentation to HDC. GB agreed that this would be actioned. GB would confirm to CI what to forward to HDC.</p> <p>15/02814/LBC Rosevale Chimes - a new application to replace some rotten windows to match existing. DPC submitted no objections but it was considered that the Hart conservation officer might have reservations as the building is listed. GB was pleased to report that a pragmatic view was taken and permission has been granted.</p> <p><u>To consider approach to planning application 16/00121/HOU Old Parsonage, Church Lane Erection of side and rear extension to existing garage</u></p> <p>This is a new application and GB will be seeking Councillors initial reactions shortly.</p> <p>Before doing so GB reported that last week he met with the landowner for School Field Corner who had unexpectedly called in on a neighbouring resident. During this informal meeting GB was able to examine some preliminary schemes for the development of the School Field site. GB confirmed that he suggested that should the landowner wish to have more formal pre-application discussions with DPC he should contact the Parish Clerk.</p> <p>The Clerk was contacted and the email was circulated prior to the meeting. GB asked if Councillors were happy to arrange a discussion about the site in the manner of previous Vortal style meetings where DPC would meet to discuss any proposals with the meeting minuted and these minutes made available on the DPC website. All were content to proceed in this manner. CI would make the necessary arrangements.</p> <p>EW asked how many properties were involved but GB was not able to comment at this time. The size of the land involved is 2 acres and GB commented that the landowner is keen to create a development that the village would be happy with.</p> <p>16/00121/HOU Old Parsonage - An application has been submitted for the erection of a side and rear extension to the existing garage at the Old Parsonage in Church Lane. The Old Parsonage is a single dwelling formed from two old cottages in 2004. The application seeks to extend the existing double garage and garden store building and create a games/gym/dance studio complex of roughly double the existing foot print. The Old parsonage is Grade 2 listed.</p> <p>The existing 3 bay double garage and garden store is set well back from the road and under this proposal it will be enlarged by the addition of a fourth bay visible from the road and a large rearward extension of similar height but not visible from the road. The gable end wall of the existing store will all become glazed and the rear extension will also be extensively glazed. The stated purpose of the changes is to create a dance studio and games complex including a pool room and gym. It is implied although not explicitly stated that the new facilities will be for the use of the occupants only although the areas involved are very generous for such limited use.</p> <p>There are conflicting considerations as on the one hand the proposed changes are largely hidden from view from the road and don't impinge on neighbours. On the other</p>	<p>CI</p> <p>CI</p>
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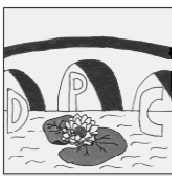
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<p>20/16</p>	<p>Agenda item 7</p>	<p>partially filled in blank form created by the PC. This was followed up with the drop in day and house to house calls and finally transportation of completed hard copy forms to HDC. A response form was also completed by DPC and a letter sent to Daryl Phillips. It appears that those residents that included an email address in their response will have been contacted by HDC by email and given the opportunity to resubmit their previous response by completing a simple on line form. This is certainly the case for people that used the online response form but there is less confidence about what actions have been taken by HDC with the hard copy forms. However, HDC have provided us with some hard copies of the simple resubmission form.</p> <p>HDC's website now includes two versions of the Refined Options consultation booklet. One identifies the visible changes although a new summary document is available on the website which does not identify the changes.</p> <p>It is not clear whether Hart will be distributing the new summary document by post to every household as they did for the earlier version? However, whatever is issued will not identify the changes.</p> <p>A further key issue is eligibility to respond in light of Daryl Phillips confirmation that responses from children were welcomed.</p> <p>KC was able to respond to some of the matters in doubt: The summary document will be mailed to all households Responses are welcomed from children as long as there is a name and postcode and telephone number on the form.</p> <p>GB considered that before any action is taken by DPC that we should wait until it is clear what HDC are issuing and what advice comes from them in relation to what is required to confirm previous responses. It was pointed out that Dogmersfield village still falls under category 4 and that our view that it should be included under category 5 has not yet been taken into account. Dogmersfield is now clearly stated to be included in the dispersal option.</p> <p>GB also commented that having read the document very closely and comparing it to the original consultation additions to the document have been clearly identified but there have been deletions which are not referred to and the documentation is still far from perfect.</p> <p>KC was asked how he felt about the assumption that the consultation remains flawed. KC responded that in his view the results will have limited value and it should not be seen as a referendum on where to develop it will only serve to inform the decisions made by HDC. He considered that more important issues to deal with include improving the relationship with the neighbouring district Rushmoor and assessing the true housing need. KC is pleased to see that the consultation documentation places more emphasis on the use of brownfield sites. KC also confirmed that East Hants is providing some expertise and experienced resources into the Local Plan process at HDC</p> <p>Amongst the issues that we need to consider are: Do we need a residents letter and what advise should be included Do we need to provide residents with a version of the summary document that identifies the changes or simply describe then in the residents letter? Do we need a new filled in response form to show how to respond to the new consultation and for use by children and other newcomers? Do we need a drop in event or house to house calls? Do we need to write again to Daryl Phillips as no doubt he will consider the earlier letter has been overtaken?</p> <p>It was agreed to await confirmation of what HDC issues and then a Dear Resident letter will be produced to inform the residents the best course of action. It was suggested that</p>	
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20/16	Agenda item 7	HDC be consulted on the content of such a letter to ensure that the guidance is correct. It was agreed that another drop in event would not be held although house to house calls could be carried out if considered necessary. It was also agreed that GB would write again to Daryl Phillips.	ALL as directed by GB
21/16	Agenda item 8	<p><u>Environment & Rights of Way</u></p> <p><u>To receive quotes for tree work to Pilcot Green South and agree next steps</u> CI met with another tree consultant to discuss the trees on Pilcot Green South which are showing signs of die-back and/or were assessed on health and safety grounds. A report was circulated which summarises the findings of both tree consultants and a quote for the work required/suggested. Fungal infection is evident in the leaning Cherry Tree identified as Ganoderma and a brief summary of the impact this disease has on the tree root system. The large basal cavity of this tree is very evident. It was agreed that it is the end of the road for this tree.</p> <p>The large Cherry tree near the post box and telephone box is also showing signs of die back and a large cavity is visible in the main stem with fungal infection also evident in the Autumn. The Cypress (Christmas tree) has died.</p> <p>The quotes are of a similar amount £900 for felling all three trees and grinding out the stump and removing all debris from site. The timing, after seeking permission for tree works would impact the new year budget which allows for £1,000 worth of tree work.</p> <p>It was agreed to provide advance notice to residents of the tree work that is required and this will form part of a Dear Resident letter. GB did comment that he has discussed the findings about the trees with some residents who are resigned to the fact that some will need to be felled. The green is a communal space used daily by school children and families and is utilised by the customers of the Queens Head and therefore safety is a paramount consideration. Dogmersfield Events will need to remove the lights and star from the Cypress tree prior to its felling. Application will be submitted to Hart to seek permission to carry out the work either by the Council or through the selected contractor.</p> <p>Reassurance was given to residents that replacement of the trees will take place but advice will first be sought on timing and where to locate these trees due to the fungal problems with the trees that are to be felled.</p> <p>It was resolved to authorise up to £1,000 plus VAT for the removal of three trees to Pilcot Green South as described (GB proposed, MR seconded and all were in favour).</p> <p><u>To confirm details for walking the footpaths to determine level of work required</u> Footpath maps have been circulated by AJC and a suggestion put forward to Councillors is to focus attention on the Hungerford Farm pathway from Chatter Alley to Pilcot Hill and the footpath to the rear of the school leading to the Church. This will be to determine the level of work required and compare with the work carried out on the school to Church lane path and how it has held up and lessons learned. Saturdays am have been suggested in March and the Clerk is happy to attend with two or three councillors. CI requested that all confirm their availability for the dates provided by email.</p> <p><u>To receive update on chicane project information and agree to place order for work</u> Following the January meeting CI met on site with Simon Gosling to discuss a method statement for completing the works to the chicanes in Pilcot Hill and Church Lane. SG</p>	<p>GB</p> <p>CI</p> <p>ALL</p>



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21/16	Agenda item 8	<p>confirmed that Goslings are in possession of appropriate road signs which would be used for both chicanes to provide plenty of warning for oncoming traffic of work being carried out to the carriageway. The contractors vehicles will also be used either side of the relevant chicane to provide additional protection to the contractors. These would be placed so as not to block any resident driveways. The contractors would access the chicane from the pavement side in both areas.</p> <p>Goslings confirmed that two weeks' notice would be required to carry out works.</p> <p>The total cost of the project will be £115 for the appropriate licence and £490 Goslings. Total £605.</p> <p>CI also requested a quote for repair to the fence at the village entrance opposite the chicane to Pilot Hill and received a quote of £45.</p> <p>It was agreed to go forward with the project and again prior notice given to residents in a communication. Therefore CI was requested to apply for the licence to operate on the highway on behalf of Goslings as this will take some time to be granted and wait for the daffodils currently flowering in the chicanes to die down. It was also agreed to carry out the fence repair at the same time.</p> <p>It was resolved to appoint Goslings to infill the two traffic islands in Pilcot Hill and Church Lane with decorative stones and repair the gateway fence at a cost of £650 including application of the licence to operate on the highway (GB proposed, JT seconded and all were in favour).</p>	CI
22/16	Agenda item 9	<p>Highways</p> <p><u>To report any updates on Highways matters</u></p> <p>AJC reported that following the last Highways partnership meeting he wrote to the HH to complain about the lack of attendance by the department. In response to this and a request for a status report on outstanding issues on the village AJC has received an apology and a positive response to the outstanding actions.</p> <p>It was agreed that DPC would reply to HH and thank them for the reassurances and that DPC would agree to take on some of the actions itself as a show of good will. This would include replacement of bollards at the Church Lane, Chatter Alley junction by Highway Cottage. It was also agreed to accept the offer of an issue of letters by HH to request hedges be cut by landowners where they are impacting on the road way.</p>	AJC
23/16	Agenda item 10	<p>Other matters to report</p> <p>Community Liaison – Update on possible implementation of Speed watch</p> <p>Having produced maps of possible sites for implementing Speed watch it was agreed that AJC would contact the Fleet team to progress the matter.</p> <p>Training – CI notified the councillors of the possibility of a free website course being run by HALC which may provide additional skills to the Clerk for updating the DPC website and enhancing it. It is in Eastleigh and some preparatory work is required but may enable inclusion of photos to website and other improvements. It was agreed that CI attend the training course.</p> <p>AJC informed DPC that he would be attending the HALC conference in March as he is able to obtain a free place.</p>	AJC CI

