



DOGMERSFIELD PARISH COUNCIL

Minutes of the Meeting Held at Dogmersfield Primary School 14th March 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:

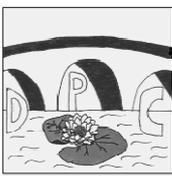
Elizabeth Waller (EW) Chris Waller Brian White
 Carol Leversha (CLe) Steph Thomas Chris Ward (CWa)
 Brain Leversha (BLe) Mary Morrison Ken Crookes (KC)
 Inga Harding (IH)

27/16	Agenda item 1	<p><u>Welcome & Apologies</u></p> <p>All DPC councillors were present.</p> <p>In addition apologies were received from District Councillor Gorys</p> <p>GB opened the meeting and welcomed everyone confirming that the meeting will follow the published agenda.</p>	
28/16	Agenda item 2	<p><u>Declaration of interests – current agenda</u></p> <p>AJC declared an interest under agenda item 6 as he has submitted expense claims to be authorised for payment.</p>	
29/16	Agenda item 3	<p><u>Public Participation</u></p> <p>GB confirmed that planning matters of current interest will be reported on and discussed under agenda item 7 and public participation will be allowed at that time.</p> <p>During this session at the last meeting GB explained that Hampshire Highways were planning to address the flooding opposite the Queens Head during February and that this problem was number two on their priority list. It will not have gone unnoticed that the problem still persists and the promised drain jetting has not been carried out. HH were asked for an update for this meeting but nothing has been forthcoming. GB will continue to press for action.</p> <p>GB continued to make a brief comment on an item under agenda item 6. GB confirmed that on the 29th March Hart DC will publish a 'Notice of Election' that confirms that an Election will be held on 5th May for five vacancies on the Dogmersfield Parish Council. This is an election year for Dogmersfield therefore the whole Parish Council has to stand down. If the current Councillors wish to continue they will need to submit nomination papers by 4pm on Thursday 7th April.</p> <p>There will be an election if more than five candidates apply but equally the Council will become non quorate if less than three apply. GB moved on to make the following two points:</p> <ul style="list-style-type: none"> • Firstly residents cannot simply assume that any of the current Councillors will wish to stand again. In fact all of the councillors have legitimate reasons why we could 	GB



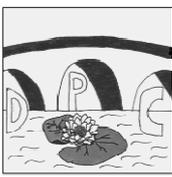
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32/16	Agenda item 6	<p><u>Finance and Regulatory Matters</u></p> <p><u>To receive and approve financial statement of account from 1st – 29th February, confirm payments made in February and authorise any payments now due.</u></p> <p>CI reported the bank balance at end of February stands at £7,912.12 and this has been agreed by AJC and signed. During February DPC were in receipt of the £398 Transparency fund claim which had been submitted and was paid by NALC. The following payments were also made and are confirmed below:</p> <p>Chq no: 958 £105 Hampshire County Council – Meeting room hire Sept – Dec 15 Chq no: 959 £26.42 Geoff Beaven expenses Chq no: 960 £397 Clerk Feb 16 salary</p> <p>Work and expenditure has been committed from the budget but the work is likely to take place in the new financial year. The committed expenditure relates to:</p> <p>£1,000 Tree felling work on Pilcot Green South £650 Chicane work and fence repair including licence to operate on the highway £60 to purchase seeds for Pilcot Green North project.</p> <p>Therefore the likely closing cash balance is predicted to be £7k. Expenditure in the year is likely to be approx. £9k against a Precept income of £7.4k. But please note that Lengthsman and Transparency grants total £1.5k were in addition to the Precept. Closing balances for the financial year will be reported at a subsequent meeting.</p> <p>It was resolved that the statement of accounts be accepted as a true record and payments listed therein be confirmed (GB proposed, MR seconded and all were in favour).</p> <p>CI requested authorisation of the following payments:</p> <ul style="list-style-type: none">• March 2016 Clerk Salary payment £397.00 due 20th of the month• Clerk expenses re Stationery and Postage £67.90• Church Crookham Parish Council £9 meeting room hire• Hampshire County Council £84 re 4 DPC meetings Jan 16 to Mar 16• Hampshire County Council £115 re Licence to operate on Highway <p>It was resolved to authorise the payments to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (GB proposed, AJC seconded and all were in favour).</p> <p>In addition the following payments to Councillor AJC were requested for authorisation:</p> <ul style="list-style-type: none">• Alastair Clark £101.26 Expense claim in respect of website charges for the year• Alastair Clark £162.86 Expense claim in respect of HDC Consultation printing expenses <p>It was resolved to authorise the payments to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (GB proposed, JT seconded, AJC abstained and all others were in favour).</p> <p><u>To receive a recommendation from the Clerk to appoint Internal Auditor for the year ending 31st March 2016</u></p> <p>CI was contacted by the Internal Auditor from the last two years Eleanor Greene of Do the Numbers Ltd. The fee for the audit this year has been quoted to remain the same as prior</p>	
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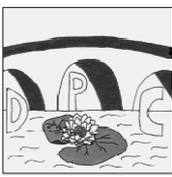
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<p>32/16</p>	<p>Agenda item 6</p>	<p>year at £155 and a date has been provided to carry out the audit in early June.</p> <p>CI is happy to recommend using Eleanor Greene of Do The Numbers Ltd to carry out the 2015/16 Annual Internal Audit and it was confirmed that this would be the third year using Eleanor Greene.</p> <p>It was resolved to appoint Eleanor Greene of Do The Numbers to perform the Internal Audit for the year ending March 31st, 2016 at a fee of £155.00 (GB proposed, GL seconded and all were in favour)</p> <p><u>To receive any update on the Smaller Authorities Audit Appointment process and endorse Opt in of Audit arrangements from February meeting</u></p> <p>Following the third update from SAAA Ltd on the change to the Audit process for councils CI can confirm that DPC choose to “Opt in” to the Audit arrangements that will change from 1st April 2017 as per the decision at the February meeting of DPC. Notification is only required if an authority chooses to Opt out. CI will seek clarification on the requirement for having an auditor in place in case an objection is received from an elector relating to the accounts presented and GB would like clarification on the completion of an exemption form in relation to the limited assurance audit.</p> <p><u>To provide an update on the Lengthsman scheme for 2016/17</u></p> <p>CI reported that a meeting has been held with parishes that are prepared to act as lead parish in forming a cluster and Dogmersfield is included in a proposed cluster with Newnham parish as its lead parish. CI has contacted the Clerk to determine what impact this will have on how DPC utilise the funding from this grant. CI will circulate any information upon receipt to enable DPC to decide how it will apply the funding in 2016/17. AJC is led to understand that the funding will be managed by the lead parish and DPC will make a request for a contractor to be appointed to carry out the work task and DPC will receive a statement of how much funding remains to spend on Lengthsman tasks. CI and AJC will arrange to meet with the proposed cluster group in due course. CI also noted that CVPC and Elvetham Heath parishes are considering clustering with Fleet and it may be worth understanding their reasons for this also.</p> <p><u>To acknowledge insurance cover for 2nd year of three year term</u></p> <p>CI confirmed that the Insurance cover provided by Came & Co. insurer Aviva will continue for the second year of a 3-year agreement with Aviva at a rate of £265 inclusive of IPT. The amount will be paid in due course but this is to acknowledge that DPC insurance cover continues.</p> <p><u>To discuss and agree actions re APA preparation</u></p> <p>GB confirmed that the Annual Parish Assembly is due to take place on Monday 11th April from 7.30pm. GB has circulated an outline programme for the evening with other speakers delivering news on other areas of interest as well as brief reports from DPC to include:</p> <p>District Councillors – e.g. Ken Crookes on HDC consultation, Local Plan County Councillor – Jonathan Glen update on expenditure on roads Basingstoke Canal Authority – Philip Riley on the very active volunteer work that takes place Chair of Governors – Mrs Melbourne to introduce the new head teacher of school who will have taken up post on that day Police Community Support – Liz Wallace /Paul Franks shifts permitting to update on the changes to Local police support</p>	<p>CI</p> <p>CI</p> <p>CI/AJC</p>
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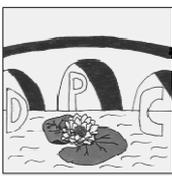
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32/16	Agenda item 6	<p>The following actions were agreed:</p> <p>CI to issue invitations as per the invite list above.</p> <p>GL to obtain refreshments</p> <p>CI to liaise with GB on use of technology for delivery of reports at APA</p> <p>CI to liaise with AJC to set up PA system at APA as in prior year</p> <p>CI would provide a draft pinkie for delivery during week ending 25th March. The pinkie would also advise residents about the all-out election for Dogmersfield with the relevant dates.</p> <p><u>To receive any update on All out election timetable for DPC</u></p> <p>CI confirmed receipt of the statutory notice for display which confirms the Notice of Election for DPC. These will be placed on the noticeboards from 29th March.</p> <p>Candidates can obtain a nomination paper from the HDC website and hard copies will be available from the Clerk from 16th March. Please contact the Clerk to obtain one or visit the HDC website. Please also feel free to contact the Clerk if there is any difficulty in completing any part of the form.</p> <p>Nomination papers must be submitted to Hart District Council by hand (NOT post) by 4pm Thursday 7th April. CI confirmed she is happy to deliver these on behalf of candidates. Nominations are welcomed from electors within the parish.</p>	<p>CI GL GB AJC</p> <p>CI</p> <p>CI</p>
33/16	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>15/02401/FUL Church Lane 3 dwellings – This application was considered by the Hart DC Planning Committee on Wednesday the 10th February. At the commencement of the meeting most if not all of the members present declared an interest related to previous working relationships with the landowners. Two of the members including the Chairman of the Committee concluded that they should not be involved in consideration of the application for these same reasons. GB confirmed that he represented the Parish Council and provided an explanation as to why DPC had changed from an objection to a neutral position. The Planning Committee was divided between those who supported the amended scheme and those who thought that the site should provide more than three dwellings. The committee members' votes were divided equally with the deciding vote made by the Vice Chairman who supported the application.</p> <p>As the site is outside the settlement boundary the Planning Committee could only submit a recommendation to the full Council where subsequently permission was granted. There are a number of conditions attached to the permission although most relate to design details reflecting the concerns expressed by the Conservation Officer. The normal restrictions to construction working hours will apply and the work must go ahead within 12 months due to concerns about the dwindling SANG capacity.</p> <p>BLE commented on the representation made by GB at the planning committee and wanted to pass comment on GB's claims that in the absence of CIL there will be no community benefit from the scheme in Church Lane. GB advised BLE that the comments posted on the HDC website were not a true record of what he had said at the hearing as HDC have in error posted a draft set of speaking notes in addition to the set he had used and also GB did not reach the end of his presentation due to the limiting time factor. BLE went on to state that in fact the developer would be making a transport S106 contribution for a scheme to improve the visibility and sight lines behind the pub and for a feasibility study of a footway link across PGS.</p> <p>GL asked if HDC were legally bound to carry out these schemes. KC confirmed that this</p>	



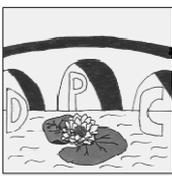
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33/16	Agenda item 7	<p>would be directed from County Council level and not HDC. GL considered that these schemes were 'fly-paper' and were just given as possible opportunities. GB shared GL concerns as he believed that the feasibility study had been completed several years ago with no solution found that provided an affordable option for crossing the river on foot. GB said that the S106 contributions are pooled at County level and District level and distributed from there as required with no commitment to the area specific to the development. This is the nature of S106 contributions. GB would however re-read the conditions of the planning application for Church Lane to ascertain if there is an implied commitment to schemes specific to Dogmersfield and report back at the next meeting.</p> <p>15/02814/LBC Rosevale Chimes – As per the statement made at the last meeting permission has been granted for replacement windows in this grade 2 listed buildings.</p> <p>16/00121/HOU Old Parsonage – This application was discussed at the last meeting. DPC concluded and submitted an objection as the scale of the redevelopment of the existing garage into a dance studio would create a near stand-alone habitable dwelling. As anticipated the HDC Conservation Officer has also objected as the proposed development would detract from and have a harmful impact on the setting of a statutory listed building. The officer plans to have a site meeting to see whether a scaled back scheme would overcome these concerns.</p> <p>16/00167 Sprats Hatch Farm – This is a new application for a single storey extension. It is relatively modest in scale, in keeping with the existing building and will not be visible from the road. After ex-committee consideration the DPC has supported the application.</p> <p>12/02577/CON Old Laundry – This application seeks to clear a condition related to the design details for the extension granted permission in 2013. In response HDC have discharged the condition. No response was submitted by DPC.</p> <p>16/00321/FUL Pilcot Farm – This application seeks to add some antenna to an existing mobile phone mast located near Hitches Lane. No response was submitted by DPC.</p> <p>16/00326/CA Pilcot Mill – This application seeks permission for some tree works. HDC have not objected. No response was submitted by DPC.</p> <p>16/0344/CA – Red Cottages - This application seeks permission for some tree works. HDC have not objected. No response was submitted by DPC.</p> <p>16/00179/FUL Penarth Stud – DPC were notified about this application in Odiham on the basis we are a neighbouring Parish. It seeks to demolish an existing bungalow and erect a four bedroom house. It is not close to the DPC boundary and DPC concluded that it should not respond.</p> <p>16/00425/NMMA Hungerford Farm – This application seeks to change the design details of the approved solar farm substation. No response was submitted by DPC. Solstice confirmed that construction was due to start in May.</p> <p>16/00432/PDEL Chatter Alley – This is a notification about a mobile phone installation in Gunners Copse near Winchfield Court. No response was submitted by DPC.</p> <p>16/00521/CA Pilcot Green - This application seeks permission for the tree works agreed at the last DPC meeting. It has been submitted by the appointed contractor. No response was submitted by DPC.</p> <p>KC asked if GB had been copied in a planning application he had forwarded in relation to a field that extends from Bowling Alley along the A287 to Bowenhurst. GB confirmed receipt but this was out of our parish.</p> <p><u>To report on meeting with landowner of Schoolfield Corner and agree minutes for addition to website</u></p> <p>It was agreed at the last meeting that DPC would meet the landowners of Schoolfield Corner for informal pre-application discussions on a similar basis to those undertaken on the Fisk field and Church Lane sites.</p>	GB
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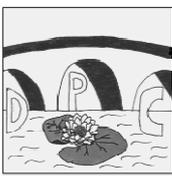
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<p>33/16</p>	<p>Agenda item 7</p>	<p>The meeting took place on the 29th February in the Church Crookham Community Centre. The landowners provided details of their preferred scheme which would involve the building of four new dwellings; two of which were intended for their own use. The attitude of HDC to development in Dogmersfield was discussed at length including the implication of increasing the number of houses on the site to five on a density basis. DPC advised that seeking pre-application guidance from HDC would be a worthwhile next step. Notes of the meeting have been prepared and GB sought agreement from all the Councillors that these should be placed on the DPC website and a copy sent to the landowners. All agreed that they were happy with the final version and agreed with the proposed actions.</p> <p><u>Neighbourhood Plan (NHP) update on progress</u></p> <p>GB was pleased to report that five residents have accepted an invitation to join a NHP Steering Group. The first get together will be on Wednesday 16th March together with members of the Parish Council to get to know each other, to explain better what will be involved and to decide how the group will operate.</p> <p>GB confirmed that he will formally announce who will form this Group after this first meeting in case anyone has second thoughts.</p> <p>The next step is a need to progress an application for grant funding which CI confirmed she had enough information to progress.</p> <p><u>NEW HDC Option Consultation - To review residents responses to Dear Resident communication on new consultation and to discuss and agree DPC submission to consultation</u></p> <p>At the last meeting of DPC it was concluded that follow up actions would be needed in response to the re-launched consultation but their exact nature could only be decided once it was known what HDC would deliver to all households. Since then the following events have taken place:</p> <p>HDC delivered a letter to all Owner/Occupiers announcing a new consultation with details for how residents could resubmit their previous responses together with a new summary of the consultation document.</p> <p>HDC provided DPC with hard copies of the new consultation documents which included a 'Confirmation of Local Plan Response Form' which is not available to download from their website.</p> <p>After careful analysis DPC concluded that the only significant change to the documents from its perspective is the inclusion of Dogmersfield in the list of main villages affected by the dispersal option. In these circumstances the earlier advice and recommended comments would still be valid apart from one sentence which was now overtaken. In these circumstances we could advise residents that if they had followed our earlier advice they could resubmit their previous response without completing a new one.</p> <p>A Dear Residents letter has been delivered to all households explaining how DPC recommends that residents respond to the new consultation enclosing two copies of the Confirmation Form sent to us by HDC. Residents were advised to send completed forms to HDC or hand them to Councillors for onward delivery.</p> <p>GB confirmed he has received only eight completed forms to date and as the closing date is this Friday 18th March further follow up action should be discussed.</p> <p>In preparation a draft pinkie has been circulated for consideration by councillors and house to house calls should be reconsidered.</p> <p>DPC's own response should also be agreed as per the circulated draft response and not dissimilar to what was submitted before.</p> <p>It was also agreed that GB should write again to Daryl Phillips and a draft letter has also been circulated for consideration.</p>	<p>CI</p> <p>GB</p> <p>CI</p>
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33/16	Agenda item 7	<p>GB requested confirmation from councillors to submit DPC consultation and send letter to Daryl Phillips. All agreed with the proposed submission and content of letter to be sent. CI would submit the DPC consultation response online and GB would forward the letter to Daryl.</p> <p>GL confirmed his availability to leaflet drop and door knock as required this week. AJC agreed to print and drop pinkie to GB who would distribute amongst councillors for delivery. GB suggested that door knocking took place at each individual's discretion depending on time availability.</p> <p>CI confirmed that she would deliver responses returned to HDC offices by Wednesday am.</p>	<p>CI GB</p> <p>ALL</p> <p>CI</p>
34/16	Agenda item 8	<p><u>Environment & Rights of Way</u></p> <p><u>To report on outcome of "Walking the footpaths"</u></p> <p>On 5th March GB, GL and CI met and walked the footpath from the school to Church to review how the footpath had held up following reparation work last summer and after the winter months. It was agreed that the section of footpath that had been matted and bark put down was still in good condition although the heavy rains through the winter months had washed some of the bark to the lower section of the footpath. The higher section which had not been matted was very muddy and it was agreed that this section would benefit from similar work to that carried out on the lower section. Measurement was taken and this section would require approximately 60m of matting. Access to wood chippings would need to be established and could potentially result from the tree work on PGS.</p> <p>On 12th March AJC, JT and CI met and walked the footpath from Chatter Alley to Hungerford Farm and through Pilcot Farm to Pilcot Hill. Observations in general were that the first part of the walk leading to Hungerford provided some challenges and there are areas for improvement. However some of the improvements are the responsibility of the landowner such as leaning fences and overgrown plants have been allowed to encroach the footpath. The landowner and/or HCC could be contacted to attend to the issues. Other work that could be carried out to improve the footpath subject to funding include improvements to the access path by the Pilcot Hill pumping station from Chatter Alley, improvements to the ditch in this area which runs along the initial part of the footpath by improving method of flow across the path and improving the path across the pipework. The ditch could be made to drain better and the pathway would then become less muddy. Footpath signage could be updated and additional signs installed to improve the walk. Some styles are broken and could be repaired or replaced with modern gates to improve access. It was agreed that nothing could be done to combat the water run-off from the surrounding fields but it was also noted that it has been a very wet winter. The second half of the walk finishing at Pilcot Hill showed that where some work by the landowner has been made improvements to the accessibility of the walk is possible.</p> <p>Actions discussed and agreed were:</p> <ol style="list-style-type: none"> 1) Path behind the school could be included in a CPT exercise to put down matting and wood chippings. GB asked BW if there was a possibility of access to further wood chippings and it was agreed to liaise on this. 2) AJC and CI to draft a report on the landowner issues to the footpath and submit a request to the HCC Rights of Way department to request improvements to be made to areas of the footpath. 3) AJC and CI to draft a proposal for a scheme of improvements to the footpath to Hungerford Farm which would then be discussed and funding agreed with Solstice from solar farm grants. 	<p>CI/GB</p> <p>AJC/CI</p> <p>AJC/CI</p>



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38/16	Agenda item 12	<p><u>Dates of future meetings</u></p> <p><u>2016/17</u></p> <p>Meetings scheduled as follows:</p> <table border="1" data-bbox="304 342 1385 454"> <tr> <td>APA April 11th</td> <td>AGM May 9th</td> <td>June 13th</td> <td>July 11th</td> </tr> <tr> <td>No August meeting</td> <td>September 12th</td> <td>October 10th</td> <td>November 14th</td> </tr> <tr> <td>December 12th</td> <td>January 9th</td> <td>February 13th</td> <td>March 13th</td> </tr> </table>	APA April 11 th	AGM May 9 th	June 13 th	July 11 th	No August meeting	September 12 th	October 10 th	November 14 th	December 12 th	January 9 th	February 13 th	March 13 th	
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39/16	Agenda item 13	<p><u>Information Sharing</u></p> <p>GB announced the name of the new General manager at the Four Season as Lynn Brutman who previously worked at the Four Seasons, London Canary Wharf.</p> <p>CI reported on the Families Day at RAF Odiham on 21st July where there will be a significant increase in aircraft activity including fast jets. Livestock owners are advised.</p> <p>CI confirmed issue of a DCLG consultation on NHP's which has been forwarded to councillors for consideration.</p> <p>CI also reported on a complaint received by the school in relation to the traffic situation after school on Thursday of previous week. Others reported experiencing difficulty at this time.</p> <p>Meeting closed at 9.14pm.</p>													

Signed.....
Chairman

Date.....

Abbreviations used	In place of
DPC	Dogmersfield Parish Council
HDC	Hart District Council
HH	Hampshire Highways
HCC	Hampshire County Council
NHP	Neighbourhood Plan
CPT	Community Payback Team