



DOGMERSFIELD PARISH COUNCIL

Minutes of the Meeting Held at Dogmersfield Primary School 12th December 2016

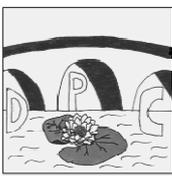
Councillors present:

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:

Tim Davies
 Steph Thomas
 Brian White
 Chris Waller (CW)
 Mary Morrison
 Carol Leversha
 Cllr Ken Crookes (KC)
 Chris Ward
 Cllr David Simpson (DS)
 Brian Leversha (BL)
 Elizabeth Waller (EW)

139/16	Agenda item 1	<p><u>Welcome & Apologies</u></p> <p>All DPC councillors were present.</p> <p>Apologies were also received from District Councillors S Gorys and J Kennett.</p> <p>GB confirmed that there will be no meeting of the NHPSG this evening but a progress report will be given under agenda item 8.</p> <p>The most important items for discussion this evening are the budget for 2017/18 and confirmation of the Council's response to the two planning application to build new houses on School Field Corner.</p> <p>At the last two meetings a statement has been promised on the outcome of the negotiations between the Dogmersfield and Winchfield Parish Councils and Anesco on the Community Benefit Fund. Unfortunately, these negotiations have still not yet reached a stage where the outcome can be confirmed and hence the statement will be deferred until January 2017. This does not mean there are any unresolved problems.</p>	
140/16	Agenda item 2	<p><u>Declaration of interests – current agenda</u></p> <p>None received</p>	
141/16	Agenda item 3	<p><u>Public Participation</u></p> <p>The following opening statement made by GB updates the status on items of local interest that are normally raised during this session.</p> <p>At this time there is nothing further to report on the Chatter Alley pumping station.</p> <p>Regarding the Queens Head, DPC have been informed by Hampshire Highways that Chatter Alley will be closed from the 19th December for up to 12 months. We believe that this closure is to allow the drains, which are the cause of the flooding opposite the Queens Head, to be repaired and we anticipate that the work will take about a week. In fact the notice indicates that the Chatter Alley closure will be from the junction with Church Lane adjacent to Pilcot Bridge to the junction with the A287 Farnham Road but this may be a misleading statement.</p>	



DOGMERSFIELD PARISH COUNCIL

141/16	Agenda item 3	<p>BL requested information on the outcome of the complaint made to the planning enforcement team at HDC. GB confirmed that the complaint had been made by a resident and that HDC found that there was not a breach of planning as the contractor was only clearing weeds on site which did not constitute development.</p> <p>AJC added that he had met with the regulatory services department at HDC separately and they demonstrated that as far as they were concerned no breach of planning had occurred.</p> <p>CW asked for clarification on the Boundary commission decision for Dogmersfield to be included in the Hartley Wintney County Council division. KC confirmed that this was a realignment of County Council divisions and not Hart wards therefore Dogmersfield will still fall under the Odiham ward.</p> <p>DS responded to a question about the potential closure of the Hartley Wintney refuse site. HE confirmed that the planned later opening times (11am) will now not be implemented until October 17. A further discussion about the closure of the Hartley Wintney site will also take place in the summer of 2017. Sites where rubbish has to be carried up steps to be disposed of are under threat of closure due to safety concerns. There may also be a charge incurred for disposal of DIY generated rubbish but this is also to be confirmed as well as agreeing what constitutes DIY rubbish.</p> <p>CWa asked if there were any further updates on Rye Common Village proposal. GB confirmed that DPC had submitted its response to the potential developer for this proposal but that there was nothing further to report.</p> <p>KC confirmed that there is to be a Local Plan Steering Group meeting on Tuesday 13th December where they expect to hear about the strategic allocation of sites. KC did not anticipate Rye Common Village figuring in these proposals.</p> <p>KC reported that there are currently enforcement activities in place at The Paddock on the A287.</p> <p>EW commented on the Christmas lights looking very good and passed on her thanks to the Dogmersfield Events team.</p>	
142/16	Agenda item 4	<p><u>To approve the minutes of the meeting held on 14th November 2016</u></p> <p>It was resolved that the minutes of the meeting held 14th November 2016 (124/16 to 138/16) be accepted as a true record and they were signed by GB (JT proposed, AJC seconded, MR abstained and all others were in favour).</p>	
143/16	Agenda item 5	<p><u>Matters arising from the minutes of the meeting held on 14th November 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"> • Works at Queens Head re collapsed drains date now likely to be 19th December • Final NCCZ packs were delivered. • Archive session has been completed to provide a back-up of all DPC files. • Rye Common Village consultation response was submitted. • NHPSG notes appendix to minutes of November meeting. • Additional NHPSG grant to be reviewed in January. • Grant payments were made in November. • Planet PO was amended and issued. 	GB/CI



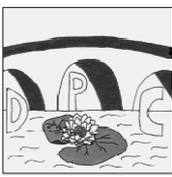
DOGMERSFIELD PARISH COUNCIL

143/16	Agenda item 5	<ul style="list-style-type: none"> • rCOH PO was issued. • NHP Grant period has been extended until end of February. 	
144/16	Agenda item 6	<p><u>Finance and Regulatory Matters</u></p> <p><u>To receive and approve financial statement of account from 1st– 30th November, confirm payments made in November and authorise any payments now due</u></p> <p>CI reported the bank balance at end of November stands at £13,314.61 and this has been agreed to the bank statement by a councillor and signed.</p> <p>Of this balance £4,904.50 is the balance remaining of the earmarked reserve for the funding of the NHP. Payments relating to expenses incurred and consultancy work have now been made.</p> <p>Therefore Parish Council precept funds balance at end of November was £7,470.51. The following payments were made during November and are confirmed below: Chq no: 998 £409 Claire Inglis Clerk Nov 16 salary Chq no: 999 EARMARKED RESERVE £864.60 Planet Consultancy work for NHP Chq no: 1000 EARMARKED RESERVE £108.00 Christine Lowe Printing costs incurred for NHP</p> <p>Authorised & committed expenditure detailed on the expenditure analysis totals £685 and relates to: £535 Chicane work and fence repair £150 CPT visits not invoiced at time of report April & July</p> <p>It was resolved that the statement of accounts be accepted as a true record and payments listed therein be confirmed (GB proposed, GL seconded and all were in favour).</p> <p>CI requested authorisation of the following payments which will fall due before the next meeting:</p> <ul style="list-style-type: none"> • £409.00 December 2016 Clerk Salary payment due 20th of the month • £57.71 Clerks expenses incurred (travel & stationery) • £48.00 HALC training course Procurement • £40.00 Electrical Safety Certificate for Christmas lights <p>It was resolved to authorise the payments to be settled as listed upon receipt of relevant paperwork (invoice or expense claim) (GB proposed, MR seconded and all were in favour).</p> <p><u>To agree the Draft Expenditure Budget for 2107/18</u> GB summarised the position re discussions for the budget setting process. The preliminary discussions at the last meeting recognised that a small number of significant unknowns would have a large impact on the outturn for 2016/17 and also on the level of precept needed to ensure a healthy outturn for 2017/18. These unknowns were:</p> <ul style="list-style-type: none"> • Whether an election will need to be funded in 2016/17 • Whether the Lengthsman funding will be received in both years, and finally • Whether the Parish Council will need to meet the high cost of addressing the problems with the large Willow tree on PGN. 	



DOGMERSFIELD PARISH COUNCIL

144/16	Agenda item 6	<p>To help DPC understand the implications of various combinations of these 'risk factors' CI produced example budgets for three scenarios with two potential precept levels for each.</p> <p>Before considering these examples we need to review any fresh information on the unknowns.</p> <ul style="list-style-type: none">• Firstly as the 2016/17 advances the possibility of needing to fund an election in this period is reducing to the point where for budgeting purposes DPC can assume that this cost will not have to be met in 2016/17.• Regarding the Lengthsman funding subject to any up to date information it seems that payments in both 2016/17 and 2017/18 are sufficiently in doubt that for budgeting purposes we should assume that neither will be paid. Should we be able to benefit from a cluster arrangement in 2017/18 this will be a bonus but should not be assumed at this time.• Regarding the large willow tree it appears that DPC can now expect Hampshire Highways to meet the cost of removing the tree.• As councillors are aware the annual pay review has been completed and GB was pleased to report that CI is happy to accept the proposed pay award. Although a resolution to formalise the outcome of the pay review will be in January account should be taken of the new figures in the budgeting process. <p>Unfortunately this combination of assumptions is a deviation from the scenarios presented although it can be illustrated by reducing the outturn figures for scenario 3 by £1220. Hence with a £2000 increase to the precept the outturn for 2017/18 will be £1889 and with a £3000 increase the outturn for 2017/18 will £2889. Apart from any remaining doubts over the cost to the Parish Council of the large Willow tree these are worse case forecasts and I confidently expect the actual outturn to be higher.</p> <p>Increasing the precept level reduces the risk of carrying forward a very low cash reserve balance into 2018/19 unless the Parish council cuts back on village maintenance. GL commented that the reserves going forward would only represent 25%-33% approx. of the precept level. GB confirmed that longer term DPC should aim to build up this reserve again to a higher level to enable the council to meet unanticipated costs such as significant tree work.</p> <p>All agreed to accept the expenditure budget and finalise the precept level at the January meeting targeting a £2k increase to the precept.</p> <p>It was resolved that the proposed expenditure budget for 2017/18 be approved as per the summarised details below:</p> <p>Income budget set targeting a £2000 total increase in the amount of the Precept with the final precept to be agreed in January 2017</p> <p>Expenditure budget set as £14,376 comprising:</p> <p>£9,076 Internal Operations including proposed Annual Salary review of Clerk</p> <p>£4,800 Service Delivery</p> <p>£500 Contingency (GB proposed, MR seconded and all were in favour).</p> <p><u>To report on Lengthsman scheme progress</u></p> <p>As mentioned by GB the funding for the current year is in doubt. It is currently dependent on HH receiving confirmation of a certificate of training to cover competence of signing, lighting and guarding of works from our contractor who upon investigation do not meet this requirement.</p>	CI
--------	---------------	---	----



DOGMERSFIELD PARISH COUNCIL

<p>147/16</p>	<p>Agenda item 8</p>	<p>formal conclusion from HDC.</p> <p>15/01083/CON, 16/03065/CON and 16/02588/CON Rose Court – seeking to discharge the conditions associated with the granting of permission to demolish the existing office block and create a new building providing 14 apartments. HDC are still considering.</p> <p>16/02649/AMCON Church Lane – seeking to remove condition 3 of the approval to build 3 new houses in Church Lane. As expected the legal argument has been accepted and the application has been approved. However, as part of this process HDC have updated all of the conditions of the 3 house approval rewording many to recognise approvals already given. However, it appears that some conditions have been overlooked or dropped although conditions not yet approved such as 5, 6 and 7 have been highlighted.</p> <p>AJC reported that he had been advised by HDC that construction could commence on site prior to clearance of conditions but this would be at the developers risk.</p> <p>16/02683/CA Forge Cottage - sought permission to fell two conifer trees. HDC have agreed and the trees have been felled.</p> <p>16/02745/LDC Floods Farm Cottage – seeking a Lawful Development Certificate for the continuing use as garden of a strip of farmland next to the property. HDC are still considering.</p> <p>16/02825/CA Karibu - seeking permission to fell one dead oak and trim back two others. HDC have no objections.</p> <p>16/02802/PREAPP Well Waters – covers a number of changes to the internal and external layout of the property and repositioning of the driveway entrance. As reported at the last meeting HDC are generally content. A full application has now been submitted and a protocol will be circulated to councillors.</p> <p>16/02877/PREAPP Chatter Alley – seeking guidance on a scheme for 8 new dwellings on the area between the primary school and Trouhquain House previously referred to as the Fisk Field. DPC was not invited to attend the pre app meeting as the developer did not want us to express negative views in front of HDC. The only feedback we have is from the developer who has indicated that Hart DC considered the 8 units ‘was slightly too many and have asked us to look at reducing the density a little’. We await further details of how the scheme is to be amended.</p> <p>16/02941/LBC Dogmersfield Park – seeking approval to a number of internal alterations to the North wing of the Four Seasons Hotel. HDC are still considering.</p> <p>15/02185/CON, 16/03164/CON. 16/03169/CON and 15/00373/CON Four Seasons Hotel - seeking to discharge the conditions associated with the granting of permission for the restaurant extension and the pergola. DPC will not be responding. HDC are still considering.</p> <p>16/03058/HOU 1 Pilcot Cottage – seeking approval for a two storey side and rear extension. DPC has considered and having consulted with both neighbours will not be objecting.</p> <p>16/03068/LBC Old Parsonage – seeking permission to rebuild the chimney stack on this grade 2 listed building. DPC will not be responding.</p> <p>16/03257/PREAPP Fermoy – seeking guidance on the building of 6 houses at Fermoy. No details are provided although it is understood that a meeting has been requested. In response to a previous pre-application HDC advised that this location was not suitable due its access direct onto the A287.</p> <p>16/03129/OUT Pale Lane – seeking outline approval for 700 new houses and some local infrastructure including a primary school and a local centre. The Parish Council has concluded that although building on a green field is not welcome this proposal is the least damaging to Dogmersfield than other potential new settlements or major estates and therefore DPC will not be making a submission.</p> <p>16/03090/FUL & 16/03091/FUL – seeking permission to build 4 new houses on Schoolfield Corner. Two large houses fronting on the road and two smaller houses at the</p>	<p>GB</p>
---------------	----------------------	---	-----------



DOGMERSFIELD PARISH COUNCIL

147/16

Agenda
item
8

rear of the site. DPC had a pre-application meeting with the developer and in response to a pre-application request for guidance a HDC planning official indicated that development at the front of the plot was likely to be acceptable providing the design was appropriate but did not support development towards the rear as it would not be consistent with the linear layout of the village.

DPC has been considering these applications and possible responses have been drafted for both applications. GB would like to confirm DPC responses at this meeting.

Schoolfield Corner is situated outside the current settlement boundary but within the Dogmersfield Conservation Area. In making a decision on an application for development within a conservation area, special attention must be paid to the desirability of preserving or enhancing the character or appearance of that area.

The Dogmersfield Conservation Area Appraisal recognised that the north side of Church Lane was largely undeveloped and that the views across the open meadow between Church Lane and Chatter Alley are important. However, the recent granting of permission for three new dwellings on the north side of Church Lane has taken away some of these views although others are not affected as open space remains beyond the new development.

In this context the proposed development will in essence now represent in-fill between the existing settlement and the three new dwellings. In contrast to the impact of the 3 house application the loss of important views due to development of Schoolfield Corner is not a significant consideration.

With regard to 16/03090/FUL the proposal to build two new houses to the front of this area is consistent with the linear layout of Dogmersfield and the positioning will minimise the impact on the near neighbouring properties on both sides. The density proposed is consistent with much of the village although it is possible that some members of the planning committee will want more than two houses on the site. We need to recognise that a negative response from DPC could potentially help to open up this debate.

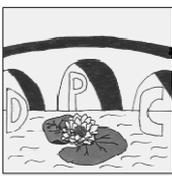
However, of concern is that the two properties although of different internal layout (one 4 and one 5 bedroom) are externally virtually identical as viewed from the front. This contrasts strongly with the eclectic range of design styles in both Church Lane and in the village as a whole.

Taking these factors into account GB considered that development of the area covered by this application can be achieved without significant damage to the Conservation Area. A recommendation is put forward that DPC does not object to the application but indicates to HDC that it would like the lack of design differences between the two dwellings in the scheme to be addressed before any permission is granted.

Included in the submission is a list of some local benefits that HDC should consider in the event that they are minded to grant permission for development. It is noted that many are not planning matters and the similar suggestions were largely ignored by HDC when permission was granted for the 3 house scheme. However, it is considered worth restating them as it might prompt the developer to offer some beneficial proposals.

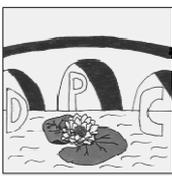
16/03090/FUL All councillors were in favour of a No Objection whilst making reference to a desire for design differences between to the two houses.

With regard to 16/03091/FUL the proposal to build two new dwellings located to the rear of area is not consistent with the linear layout of Dogmersfield although there are some deviations from this feature in the immediate locality such as Myll Mead cottages. Nevertheless, the proposed layout does not represent a mini estate which would be



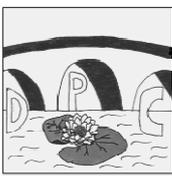
DOGMERSFIELD PARISH COUNCIL

<p>147/16</p>	<p>Agenda item 8</p>	<p>totally out of character although if approved it could encourage undesirable back garden schemes which would be detrimental to the Conservation Area. The proposed two properties are of a modest size which will improve the supply of such houses locally. Both are currently of identical design and although positioned well back from the highway more differences are needed to reflect the eclectic range of design styles in both Church Lane and the village as a whole.</p> <p>Potentially HDC's position on development at the rear is now in doubt as the officer that provided the earlier guidance has left and it appears that his negative guidance on development in Chatter Alley have not been upheld at the recent pre-application meeting. Although a close judgement it has been concluded that it will be better to have this area developed at a low density than to allow a swathe of undeveloped land to open up behind the new houses in Church Lane. However, to allow a more open consideration in the planning committee DPC could consider submitting a neutral position.</p> <p>16/03091/FUL All councillors agreed with submitting a neutral position whilst making reference to a desire for design differences between the two properties.</p> <p><u>To report on Neighbourhood Plan progress</u></p> <p>At the last meeting GB reported on the Steering Committee member's review of the use of consultants by other NHP groups in the area and also their requests for the Parish Council to take a number of actions related to the engagement of a different consultant group to support their efforts. These requests were considered at the last meeting of the Parish Council and were reflected in a number of similar resolutions.</p> <p>GB was pleased to report that all of the required activity has been undertaken and that after some further clarification of their quotation and engagement letter a purchase order has been issued to RCOH with a limit of liability of £3000. Also a request to extend the end date for the first tranche of government grant until the end of February 2017 has been accepted.</p> <p>RCOH are already being brought up to speed and the first major activity with them will be a Vision Workshop to be held on Thursday 15th which will be attended by all members of Steering Group and Parish Councillors. This workshop will build on the vision and objectives statement to map out the programme of work needed to create the draft plan. Some challenging issues will need to be considered particularly as it may prove necessary to trade off some aspirations in order to remain affordable within the available government and HDC grants. The conclusions reached at this workshop should enable a further grant application to be formulated and submitted in the New Year to cover the period to the end of March 2017.</p>	<p>GB/CI</p>
<p>147/16</p>	<p>Agenda item 9</p>	<p><u>Environment & Rights of Way</u></p> <p><u>To agree a date to confirm the need for January Community Payback Team visit</u></p> <p>CI considered that a decision should be made early in January to provide enough time to cancel the appointment if there is no need for the 20th Jan visit. However in light of the potential tree work before the visit it was agreed that the CPT could be used to tidy up PGN after the tree work and clearance of ditches. Therefore the visit will most likely be maintained.</p>	



DOGMERSFIELD PARISH COUNCIL

147/16	Agenda item 9	<p><u>To consider Tree work on PGN and agree contractor / scope of works and authorise expenditure as required</u></p> <p>GL reported that HCC have visited the site and reviewed the ownership of the land. GL explained to HCC that DPC has carried out essential maintenance in this area to improve the working of the ditches to prevent further episodes of flooding in the village and eradication of an invasive species impacting on the River Hart and further downstream. HCC were very helpful and pragmatic and HCC have agreed to carry out essential work to the tree by reducing the risk to the highway only. Further work may be required by DPC which can be identified following HCC work and a judgement made on whether to use volunteer help or the CPT to clear the site afterwards.</p> <p><u>To report on the Chicane work package</u></p> <p>The contractor has been in touch again but missed the promised date (today) for completion of the works. CI will once again chase.</p> <p><u>To confirm Dogmersfield Dads volunteer dates</u></p> <p>A number of Dogmersfield Dads kindly gave up their time on the morning of Sunday 27th November. The main aim was to ensure that the Chatter Alley roadside ditch was clear of leaves. Normally at this time of year most leaves have fallen and many have been swept out of the ditch apart from where blockages have occurred. Unfortunately as there has been very little rain this year most of the leaves are still in place in the ditch and it was not feasible to remove them all. Hence efforts were focused on potential blockages due for example to fallen trees and branches and these have been addressed. A culvert upstream of the sampling point on Chatter Alley was also cleared. A further morning's effort is scheduled for 22nd January. DPC is grateful for the work that has already been achieved.</p>	
148/16	Agenda item 10	<p><u>Highways</u></p> <p><u>To report any updates on Highways matters including Speedwatch</u></p> <p>AJC reported that the fingerposts, damaged at the junction with Church Lane, have now been removed but it will take a long time to be replaced.</p> <p>The road closure from the 19th December by the Queens Head has been notified.</p> <p>AJC has a follow up action relating to information for Speedwatch to provide to GB</p> <p>Some roadside filling of holes to has been evident through the village by highways department.</p>	AJC
149/16	Agenda item 11	<p><u>Other matters to report</u></p> <p>Community Liaison – None to report</p> <p>Training – AJC is aware of some transparency training being provided and will provide more details when available. HDAPTC are also planning on hosting a Q&A on Planning enforcement sometime in January.</p> <p>Website – Currently up to date.</p> <p>Newsletter – to consider issue of a newsletter for Easter 2017.</p>	



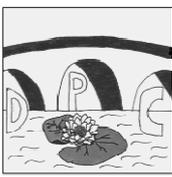
DOGMERSFIELD PARISH COUNCIL

150/16	Agenda item 12	<p><u>Crime and Disorder Act, section 17</u></p> <p>Reports of a man arrested who had previously been living in his car at the canal car park opposite the Barley Mow.</p> <p>Advice would be sought in relation to the cold callers from Trading standards and the police.</p>				
151/16	Agenda item 13	<p><u>Dates of future meetings</u></p> <p><u>2016/17</u> Meetings scheduled as follows:</p> <table border="1" data-bbox="336 629 1155 667"> <tr> <td data-bbox="336 629 612 667">January 9th</td> <td data-bbox="617 629 884 667">February 13th TBC</td> <td data-bbox="888 629 1155 667">March 13th</td> </tr> </table>	January 9 th	February 13 th TBC	March 13 th	
January 9 th	February 13 th TBC	March 13 th				
152/16	Agenda item 14	<p><u>Information Sharing</u></p> <p>Meeting closed at 8.58pm</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
NHPSG	Neighbourhood Plan Steering Group
CPT	Community Payback Team
NCCZ	No Cold calling Zone



DOGMERSFIELD PARISH COUNCIL

Expenditure Budget for 2017/18 approved at meeting of Dogmersfield Parish Council 12th December 2016

	2016/17 Budget	2017/18 Approved Budget	Notes	2016/17 Likely Outturn
Internal operations				
Parish Clerk	£4,908	£5,028	Salary review TBC	£4,908
Subscriptions	£700	£788	As per 2016/17 actual plus small uplift	£755
Meeting costs	£442	£400	Likely outturn includes provision for 4 hours additional meetings	£344
Training	£250	£250	Likely outturn as per budget	£250
Admin consumables	£300	£300		£200
IT Upgrade	£500	£500		£0
Website	£150	£150		£150
Parish insurance	£300	£300		£276
Audit of accounts	£150	£160		£155
Election contingency	£1,200	£1,200	Likely outturn as per actual - election not anticipated 16/17	£51
Total Internal operations	£8,900	£9,076		£7,089
Service delivery				
Village maintenance	£2,845	£3,800	See below	£3,100
Lengthsman Costs	£1,000	£1,000	Lengthsman funding not guaranteed 17/18	£1,040
Neighbourhood Plan	£500	£0	Grants obtained in current year	£0
Project work to benefit the community	£500	£0		£0
Total Service delivery	£4,845	£4,800		£4,140
Contingency	£500	£500		£0
Total Budget	£14,245	£14,376		£11,229