

DOGMERSFIELD PARISH COUNCIL

Minutes of the Meeting Held at Dogmersfield Primary School 12th June 2017

Councillors present:

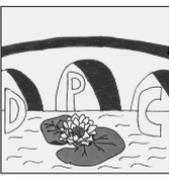
Cllr Geoff Beaven (GB)
Cllr Alastair Clark (AJC)
Cllr Graham Leach (GL)
Cllr Joanna Thomas (JT)

Members of Public present:

M Morrison B White Cllr J Kennett - HDC

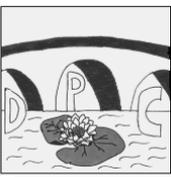
CLERK Claire Inglis (CI)

Agenda item 55/17	<p>Welcome & Apologies for absence</p> <p>Apologies were received from Cllr Mike Ricketts.</p> <p>Please note apologies were also received from District Councillors K Crookes & S Gorys, County Councillor D Simpson and residents Mr & Mrs Waller.</p>	
Agenda item 56/17	<p>Declaration of Interests – Current agenda</p> <p>GL re Finance receipt of payment.</p>	
Agenda item 57/17	<p>Public Participation</p> <p>Cones & signs from HCC removal of fly tipping remain. Residents to report if they become a hazard on road.</p> <p>HDC giving out personal telephone number of Councillor GL in relation to fly-tipping. CI to contact HDC to request this stop.</p>	CI
Agenda item 58/17	<p>Approval of minutes of Annual General meeting held 8th May 2017</p> <p>It was resolved that the minutes of the Annual General meeting held 8th May 2017 (42/17 to 54/17) be accepted as a true record and they were signed by GB (GB proposed, JT seconded and all were in favour).</p>	
Agenda item 59/17	<p>Matters arising from AGM minutes of 8th May 2017</p> <p><u>To include consideration of outstanding action list</u> Outstanding actions are noted below: Application to Hampshire Trust Bank is in progress and the application form should be complete at the meeting tonight. GB & GL to look to replace post on PGS</p>	CI GB/GL
Agenda item 60/17	<p>Policy Review & Agree timetable for Employee Appraisal Process</p> <p><u>To confirm review of DPC Grievance Policy and Disciplinary Procedure and acceptance of documents as the agreed working policy</u> It was resolved that the DPC Employee Grievance policy and Employee Disciplinary Policy be adopted (subject to the wording change as discussed) as the agreed working policies (GB proposed, JT seconded and all were in favour).</p>	



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<p>Agenda item 60/17</p>	<p><u>To agree timetable and members to carry our Performance Review of employee GB proposed following a similar timetable to that achieved last year as per the milestones listed below:</u> By 17th June - Appraisal form issued by GB By 8th July - Self-appraisal completed by CI By 22nd July - Draft report completed by GB/AJC By 29th July - Appraisal interview involving GB/AJC and CI By 31st July - Final draft report completed by GB September meeting - Final draft considered by full Council</p> <p>This timetable was agreed by all.</p>	<p>GB/AJC CI</p>																																
<p>Agenda item 61/17</p>	<p>Finance & Regulatory Matters</p> <p><u>To receive and approve financial statement of account from 1st – 31st May, confirm payments made in May and authorise any June payments</u></p> <p>It was resolved that the statement of accounts be accepted as a true and correct record and payments listed therein be confirmed (GB proposed, GL seconded and all were in favour).</p> <p>It was resolved to authorise the payments listed below:</p> <table border="1" data-bbox="233 943 1385 1312"> <thead> <tr> <th>Cheque no.</th> <th>Payee</th> <th>Payment for</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1025</td> <td>Claire Inglis</td> <td>June 2017 Clerk Salary</td> <td>£419.00</td> </tr> <tr> <td>1026</td> <td>Do the Numbers Ltd</td> <td>Internal Audit Fee</td> <td>£235.00</td> </tr> <tr> <td>1027</td> <td>Hampshire County Council</td> <td>Basingstoke Canal Contribution</td> <td>£240.00</td> </tr> <tr> <td>1028</td> <td>Hampshire County Council</td> <td>Printing Costs incurred at Dogmersfield Primary School re Local Plan consultation</td> <td>£48.00</td> </tr> <tr> <td>1029</td> <td>Hampshire County Council</td> <td>11 Meetings 17/18 at Dogmersfield Primary School</td> <td>£275.00</td> </tr> <tr> <td>1030</td> <td>Dogmersfield Parish Council</td> <td>CBF earmarked reserve investment transfer to HTB</td> <td>£28,000.00</td> </tr> <tr> <td>1031</td> <td>Graham Leach</td> <td>Expense Claim re PGN</td> <td>£29.99</td> </tr> </tbody> </table> <p>(GB proposed, JT seconded, GL abstained and all others were in favour).</p> <p><u>To receive and approve Internal Audit report</u></p> <p>It was resolved that the Internal Audit report of the Annual Return be accepted and approved and matters raised set in place with immediate effect (AJC proposed, GB seconded and all were in favour).</p> <p><u>To receive the Annual Return and approve for submission to external auditor</u></p> <p>It was resolved that the Section 2 of the Annual Return 16/17 be approved and submitted to external auditor BDO (GB proposed, JT seconded and all were in favour).</p>	Cheque no.	Payee	Payment for	Amount	1025	Claire Inglis	June 2017 Clerk Salary	£419.00	1026	Do the Numbers Ltd	Internal Audit Fee	£235.00	1027	Hampshire County Council	Basingstoke Canal Contribution	£240.00	1028	Hampshire County Council	Printing Costs incurred at Dogmersfield Primary School re Local Plan consultation	£48.00	1029	Hampshire County Council	11 Meetings 17/18 at Dogmersfield Primary School	£275.00	1030	Dogmersfield Parish Council	CBF earmarked reserve investment transfer to HTB	£28,000.00	1031	Graham Leach	Expense Claim re PGN	£29.99	<p>CI</p>
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<p>Agenda item 62/17</p>	<p>Planning</p> <p><u>To report on current planning applications and confirmation of Parish Council responses</u></p> <p>17/00772/FUL Church Lane - This is a full application for approval of 3 new houses in Church Lane with slightly different design details. It follows from HDC's refusal of the applications to clear the condition that required prior approval of the design details of the windows and doors and refusal of the earlier minor amendment application that sought approval of the design changes. DPC identified three design features that were a cause of concern. These were: the shortage of</p>																																	



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windows mainly to the side elevations, the provision of compensatory false windows again mainly to the side elevations and the provision of roof lights to the main roof space positioned above the second floor window line.

The need for these new design feature appeared to be driven by changes the internal layout of all three houses and possibly a desire to minimise the amount by which each new house overlooks the other.

DPC has concluded that the false windows and particularly the roof lights represent undesirable design features that are out of keeping with other local properties and have no place in the Dogmersfield Conservation Area.

DPC were less concerned about the appearance implications due to absence of windows in the side elevations or any impact on internal lighting levels. DPC therefore concluded that permission for new houses that feature the false windows and roof lights should be refused. However, DPC would not object to permission being granted for new houses that excluded these particular features.

DPC had monitored the site approval process closely and particularly the documentation that has been submitted in order to clear the conditions that were applied to when permission was granted for the earlier application. We were concerned that in the event that permission is to be granted for this current application this would present an opportunity for the builder to avoid full compliance with the documents submitted previously. DPC therefore insisted that all the conditions applicable to the earlier permission and any approved documents related to the clearance of conditions must read across seamlessly to this current application.

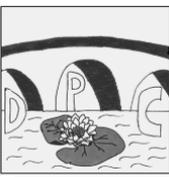
Although no decision is reported on the Hart website some construction work has recommenced mainly associated with roofing.

17/01034/FUL Schoolfield Corner – This is a reapplication for the scheme comprising one 4 and one 5 bedroom houses at the front of School field Corner. The earlier application was refused due to lack of SANG and concerns expressed by DPC because the two identical houses were out of character with the diverse designs of the Conservation Area. This new application introduces a completely new design and layout for one of the houses. As our concerns have been addressed DPC has submitted no objections although the application is likely to be refused again due to lack of SANG. Should this be the only reason the scheme will be place in the queue for SANG.

17/01098/PREAPP Rye Common Lane – seeking guidance on a scheme to build a battery based energy storage facility on a green field site off Rye Common Lane. Exceptionally DPC has submitted comments to HDC because we felt that the application understated the adverse impact that the facility would have on the near neighbours, the Basingstoke Canal Conservation Area and the local countryside and it ignored the potential for flooding and access difficulties.

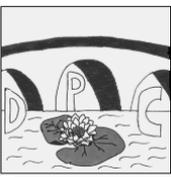
17/01142/FUL Schoolfield Corner – a reapplication for the two new houses at the rear of Schoolfield Corner. The original application was refused due to the lack of SANG, DPC concerns that the two houses were identical and because the so called backfield development was considered to be out of character within the Dogmersfield Conservation Area. The design of one house has now been radically changed. It is likely that this new application will be refused on SANG grounds but the views of the Planning Committee on the backfield issue were not being fully exposed with the earlier application and the likely outcome on this issue is unclear. DPC has resubmitted its concerns about backfield development as a neutral submission.

17/01219/FUL Chatter Alley – This is the expected application to build 6 new houses in Chatter Alley. HDC initially incorrectly described the site as being at Troquhain House. This has been changed to Land to the West of Troquhain house which is still unsatisfactory as the owners of Troquhain House have no connection with the application. HDC have also failed to put some of



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<p>Agenda item 62/17</p>	<p>the supporting documents on their website. The scheme is unchanged from that which was displayed at the public exhibition. DPC has not yet concluded how it should respond to the application.</p> <p>17/01399/HOU Forge Cottage – This recent application covers extensions to the side and rear of this locally listed building. DPC has not yet concluded how it should respond to the application.</p> <p>17/01286/HOU Forge Cottage – This recent application proposed a double garage in the garden of this locally listed building. An earlier application for a carport in a similar but not exactly the same position was refused permission. DPC has not yet concluded how it should respond to the application.</p> <p><u>Neighbourhood Plan Update</u> Actions arising from the meeting of the NHPSG earlier this evening</p> <p>The Working Group will provide a further report with firm recommendations on each of the potential policy areas.</p> <p>With regard to the draft Vision Note itself the Working Group will identify some changes needed and offer these to RCOH for inclusion in a final version. The aim being to have this version available for endorsement at a Steering Group meeting in July.</p> <p>The Steering Group were also advised by GB that government grant funding would cease at the end of the current year. The Working Group was asked as a matter of urgency to consider what further support it would require from RCOH to enable the Parish Council to submit a further grant application.</p> <p>The next meeting of the Steering Group will be held provisionally on the 10 July 2017 to be confirmed.</p>	
<p>Agenda item 63/17</p>	<p>Environment and Rights of Way</p> <p><u>To authorise the Lengthsman Lead/ Associate agreement and Chairman and Clerk to sign and to finalise date for Lengthsman works</u> CI to follow up with Lead parish to clarify questions raised re agreement. CI to confirm work to be carried out by Lengthsman week commencing 26th June by issue of a purchase order to contractor.</p> <p><u>To discuss and agree use of Community Payback Team and confirm dates for future visits and work to be carried out</u> It was agreed for CI to try to obtain a week day for use of the CPT.</p> <p><u>To report on progress of Community Benefit Fund Management Group</u> More volunteers required. GB to canvass some individuals.</p> <p><u>To agree a future Volunteer Day</u> None required at this time.</p>	<p>CI CI</p> <p>CI</p> <p>GB</p>
<p>Agenda item 64/17</p>	<p>Highways</p> <p><u>To report any updates on Highways matters</u> Potholes marked up in village still to be repaired.</p> <p>Flooding at Queens Head better but still not resolved. DPC still chasing for complete resolution.</p>	



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Agenda item 65/17	Other matters to report (i) Community Liaison – None to report (ii) Training – None to report (iii) Website update – Up to date (iv) Newsletter update – Possible September issue	
Agenda item 66/17	Crime and Disorder Act, section 17 None to report	
Agenda item 67/17	Next meeting date – July 10 th – from 7.30pm NHPSG to be confirmed (Provisional 6pm July 10 th)	
Agenda item 68/17	Information sharing None to report Meeting closed at 21.10pm	

Signed.....
Chairman

Date.....

Abbreviations used	In place of
DPC	Dogmersfield Parish Council
HDC	Hart District Council
HH	Hampshire Highways
HCC	Hampshire County Council
NHP(SG)	Neighbourhood Plan (Steering Group)
CPT	Community Payback Team
APA	Annual Parish Assembly
HALC	Hampshire Association of Local Councils
CBF	Community Benefit Fund
PGN /PGS	Pilcot Green North / Pilcot Green South

For a fuller record of this meeting please visit the website www.dogmersfieldparish.co.uk