

DOGMERSFIELD PARISH COUNCIL

Minutes of the Meeting Held at Dogmersfield Primary School 9th October 2017

Councillors present:

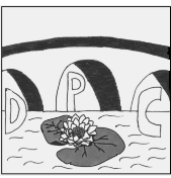
Cllr Geoff Beaven (GB) (CHAIRPERSON)
Cllr Alastair Clark (AC)
Cllr Jo Thomas (JT)

Members of Public present:

B White (BW) Cllr D Simpson (DS)
E Waller (EW) C Waller (CW)
B Leversha (BL) Cllr K Crookes (KC)
S Mumford (SM)

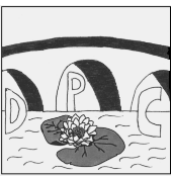
CLERK: Helen Wright (HW)

97/17	<p>Welcome & Apologies for Absence</p> <p>GB informed the meeting that there had not been a meeting of the Dogmersfield Neighbourhood Plan Steering Group this evening. As announced in September the next Steering Group meeting has been pencilled in for the evening of 13th November, likely time 6.30pm, to be confirmed.</p> <p>Apologies were received from Councillor Mike Ricketts, Councillor Stephen Gorys and Mary Morrison.</p>	
98/17	<p>Declaration of Interests – Current Agenda</p> <p>GB declared an interest in a planning application made by his next door neighbour. He stated that consequently he has had no involvement in the Council's consideration of this application, although it will be covered in his planning report later on the agenda.</p>	
99/17	<p>Council Vacancy</p> <p><u>To consider and vote upon application for co-option to fill casual vacancy</u></p> <p>GB stated that at the last meeting he had explained that Brian White had applied to fill the Councillor vacancy, for which the Parish Council has authority to recruit through co-option, and that it had been concluded that Brian has the potential to be an excellent Parish Councillor and therefore it was necessary to table a co-option resolution at tonight's meeting.</p> <p>It was resolved that Brian White be co-opted to fill the current vacancy on the Dogmersfield Parish Council.</p> <p>(GB proposed, JT seconded and all were in favour)</p>	



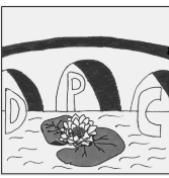
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	<p>BW then signed the Declaration of Acceptance of Office and subsequently participated in the meeting as a Parish Councillor.</p>	
100/17	<p>Public Participation</p> <p>GB stated that should anyone wish to raise any planning matters no doubt they would be addressed later in the agenda, however they could be mentioned now if anyone with an issue to raise was intending to leave before the planning item.</p> <p><u>Pale Lane Road Closure – Bridge Repairs</u></p> <p>It was noted that the bridge repairs were almost finished and that hopefully Pale Lane should reopen early/mid-November.</p> <p><u>Burglaries at Church Walk</u></p> <p>BL commented that burglaries had occurred at the new houses being built on Church Walk, and that items stolen had included boilers, radiators, internal doors and a fitted kitchen. It was noted that a suspect vehicle had been noticed in the field behind the houses, and that security cameras are to be fitted.</p> <p><u>Traffic Congestion/Danger in the Vicinity of Dogmersfield Primary School</u></p> <p>EW stated that a mum from Dogmersfield Primary School had been pretending to monitor the speed of vehicles by the side of the road, which had a noticeable effect on slowing down the traffic. She had spoken to the Headteacher of the school about it, who had informed her that the police are due to visit shortly to observe the traffic in the vicinity of the school with regard to how dangerous it is. It was agreed that AC would investigate the outcome of the police visit with the school. The school is also considering making an 8am 'drop-off' time available to parents to spread the traffic.</p> <p>GB reported that he had received an email from SM outlining her concerns regarding the traffic around the school, together with suggestions for improvements, and consequently he had invited her to attend tonight's meeting. He explained that he had responded to all of the issues she raised as fully as he felt able, as many of the potential solutions such as yellow lines and changes to the traffic calming measures have been considered many times before. He had also explained that all matters affecting the roads and associated pavements are the responsibility of Hampshire County Council, and although the Parish Council takes a close interest in all such matters and it does pursue problems with HCC, DPC has no authority or money to make changes or resolve problems ourselves. The police are also involved but they can only enforce existing legal provisions. GB had offered to find out more about the status of the warning lights outside the school, and it was noted that they are working now. It was noted that to install double yellow lines to prevent parking can result in parking problems elsewhere. SM commented that the</p>	AC



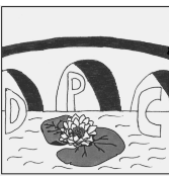
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	<p>school have secured parking at the social club in Crookham Village but that is too far away for the younger children to walk from, and another suggestion is a 'walking bus' from the Queens Head which the school is considering.</p> <p>EW queried the status of the 'speedwatch' initiative, and GB reported that there had not been enough volunteers to make it work. Furthermore, volunteers need to be trained and cleared in order to participate therefore it is not straightforward. Nonetheless it was agreed to make further efforts to recruit volunteers for the 'speedwatch' initiative.</p> <p>AC reported that he has been trying to obtain a SIDS device from HDC, however they are saying that such a device would need to be installed on a special post. DS and KC were surprised that this was the case. DS offered to arrange for a representative from Highways to undertake some site visits, with particular attention to the roads in the vicinity of the primary school at peak times.</p> <p>It was also agreed that AC would investigate the possibility of installing a dropped kerb at the junction between Church Lane and Chatter Alley.</p> <p>GB commented that it is not a suitable time to try to reopen the question of parking restrictions in Chatter Alley until there is clarity regarding the 20 parking spaces which are included on the pre-application plan for the 5 new houses on Chatter Alley.</p>	<p>GB</p> <p>AC</p>
101/17	<p>Approval of Minutes of Meeting held on 11th September 2017</p> <p>It was resolved that the minutes of the meeting held on 11th September 2017 (83/17 to 96/17) be accepted as a true record and they were signed by the Chairperson. (GB proposed, AC seconded and all were in favour)</p>	
102/17	<p>Matters Arising from Minutes of Meeting held on 11th September 2017</p> <p><u>To include consideration of outstanding action list</u></p> <p>With consideration to the action list from 11th September, the following points were noted:</p> <p>85/17 Update on works to canal – AC reported that all major work on the landslip area is complete, the towpath has been resurfaced, vegetation has been cut back and the car park is now clear.</p> <p>87/17 Replacement of post on Pilcot Green South – to be covered under agenda item 105/17</p> <p>87/17 and 91/17 Setting up of Community Benefit Fund Management Group – to be covered under agenda item 105/17</p> <p>87/17 and 89/17 Updating of mandates at Lloyds and Hampshire Trust Banks – to be</p>	



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	<p>covered under agenda item 103/17</p> <p>88/17 To table formal co-option resolution regarding Brian White – complete and covered under agenda item 99/17</p> <p>89/17 Employee appraisal to be initialled – complete</p> <p>90/17 Preparation of submissions regarding Schoolfield Corner – to be covered by agenda item 104/17</p> <p>90/17 Investigate Hampshire Biodiversity Information Centre costs – complete</p> <p>91/17 Progress dates for Lengthsman visit – to be covered under agenda item 105/17</p> <p>91/17 Community Payback Team visits – to be covered under agenda item 105/17</p> <p>93/17 Training course booking – to be covered under agenda item 107/17</p> <p>93/17 Updating of website - to be covered under agenda item 107/17</p> <p>96/17 Progress resident's removal of fruit tree near phone box – done but yet to be expedited.</p>													
103/17	<p>Finance & Regulatory Matters</p> <p><u>To receive and approve financial statement of accounts from 1st – 30th September, confirming payments made in September, and to authorise any payments now due</u></p> <p>HW reported that in summary the transactions in September were:</p> <p><i>Payments:</i> Cheques no 1035 (clerk salary £370.00), 1036 (Hants & IoW CRC Ltd, CPT visit £80.00) and 1037 (BDO LLP Annual External Audit 2016/17 £240.00)</p> <p><i>Receipts:</i> nil</p> <p>It was noted that the financial position at the end of September is as follows:</p> <p><i>Total cash book:</i> £22,625.89 of which £9,066.48 is ring fenced for the Neighbourhood Plan</p> <p>It was resolved that the September financial report be accepted as a true and correct record and the payments listed therein be confirmed.</p> <p>(AC proposed, JT seconded and all were in favour)</p> <p>It was resolved to authorise the payments listed below:</p> <p>(AC proposed, JT seconded and all were in favour)</p> <table border="1" data-bbox="229 1890 1289 2074"> <thead> <tr> <th>Cheque no.</th> <th>Payee</th> <th>Payment for</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1038</td> <td>Helen Wright</td> <td>October 2017 clerk salary</td> <td>£370.00</td> </tr> <tr> <td>1039</td> <td>Information Commissioner</td> <td>Renewal of data protection registration</td> <td>£35.00</td> </tr> </tbody> </table>	Cheque no.	Payee	Payment for	Amount	1038	Helen Wright	October 2017 clerk salary	£370.00	1039	Information Commissioner	Renewal of data protection registration	£35.00	
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To approve to update the bank mandates at Lloyds and Hampshire Trust Bank to add Councillor to signing rights following co-option decision

HW confirmed that she will progress the Lloyds mandate. GB confirmed that the mandate for Hampshire Trust Bank is underway.

HW
ALL

Christmas Event

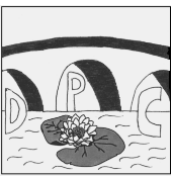
GB reminded the meeting that for many years the Parish Council has provided and installed a Christmas tree with fairy lights on Pilcot Green. In 2011 or maybe 2012 Dogmersfield Events offered to take on this responsibility, providing that the Parish Council met the cash costs including those for electrical testing which the Council then needed in order to satisfy its insurance. This arrangement has continued up to and including 2016, however earlier this year the Parish Council was notified that Dogmersfield Events had disbanded. GB reported that he was pleased to receive an email on 20th September from the Friends of All Saints Dogmersfield, who had concluded that it was important for the village community to try to retain a Christmas Event and they were trying to establish whether they would be able to arrange one for 2017.

They would like to hold an event on the Village Green on Saturday 2nd December from 4.30pm to 6.00pm. This would include some Christmas songs & carols, a Father Christmas and the switching on of Christmas tree lights, with some activities geared towards children and also selling FOASD Christmas cards, mulled wine, hot dogs, mince pies and hot chocolate. Ideally they would like to offer the event to all villagers with free admission, although it would be ticketed so that numbers could be controlled. This is all very similar to previous Christmas events.

FOASD asked for advice on the following:-

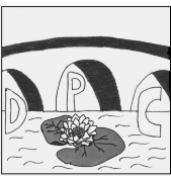
- whether the Parish Council would give their permission for the event if this was needed
- whether they could use the Council-owned Christmas lights and associated electrical equipment which they would need to install
- whether the Parish Council would arrange and cover the costs of safety checks and a safety certificate and allow its insurance to cover the installation
- whether they could use the phone box for children to post letters to Santa Claus
- whether the Parish Council would consider paying for the Event insurances that they would need to arrange at a cost of approximately £125.

GB stated that he explained that he would ensure that the FOASD proposals were considered fully by the Parish Council at this meeting. To help planning work to proceed he had advised that he did not believe that there would be any reason for the Council to object to what is being proposed, and that the Council would consider whether it would



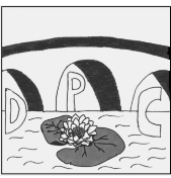
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	<p>provide the same level of support that had been given to Dogmersfield Events in the past. He explained that he did not believe that the Council would be prepared to meet any Event insurance costs as it had not done so for Dogmersfield Events, and to do so would set an expectation for other similar organisations.</p> <p>Regarding the phone box he has advised that a safety inspection and certificate would be needed before the Council could allow any public use, and the Council is unlikely to be prepared to meet this cost for a temporary arrangement as proposed – at the moment there are live electrics in the phone box which are no longer maintained by BT. All agreed that the use of the phone box should not be permitted.</p> <p>AC stated that he will arrange for the electrical safety check of the Christmas lights, which is estimated to cost approximately £40. It was noted that most of the lights remain in the tree from last year.</p> <p>As a follow up to this correspondence GB reported that he has received a request from FOASD for the Event insurance costs to be met from the Community Benefit Fund, however he had responded that as the Community Benefit Fund Management Group has yet to be set up, due to a shortage of volunteers, then such a decision cannot be made at this time.</p> <p>All Councillors were in agreement with GB's response thus far.</p> <p>It was resolved that support be provided to the Friends of All Saints Dogmersfield Christmas Event as described below at a cost of approximately £40:</p> <ul style="list-style-type: none">• that the use of Pilcot Green for the Christmas Event on Saturday 2nd December 2017 be endorsed• that Dogmersfield Events be permitted to place the Christmas lighting on the same tree as last year• that use of existing Parish Council public liability insurance for the duration of the tree illumination from 2nd December 2017 to 6th January 2018 be permitted• that the Parish Council will arrange and fund an electrical safety check <p>(GB proposed, AC seconded and all were in favour)</p> <p><u>To agree to timetable the budget setting process for 2018/19</u></p> <p>HW reported that the budget setting process is due to commence at this time of year, and that consequently she and GB will be working on an initial draft budget to deliver to the November meeting for consideration. It was noted that the expenditure budget and the</p>	<p>AC</p> <p>GB</p> <p>AC</p> <p>GB/HW</p>
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	<p>annual review of salary should be agreed at the December meeting, and that the precept level should be agreed at the January meeting. GB stated that a key factor involved in setting the precept level is the outturn of this year, in addition to requiring a letter from HDC which should be received in mid/late December, therefore the decision regarding the precept level needs to be made as late as possible.</p> <p><u>To schedule review of Risk Register</u></p> <p>It was noted that the review of the Risk Register will be included on the agenda for the next DPC meeting, and that it will be reviewed during the meeting.</p>	GB/HW
104/17	<p>Planning</p> <p><u>To report on current planning applications and confirmation of Parish Council responses</u></p> <p>16/01651/OUT Netherhouse Copse – This is an outline application for 423 new houses on Hitches Lane. As already reported the developer has appealed against the Council’s ‘non-determination’ of this application and the appeal took the form of a public enquiry which was completed in July 2017. It has just been announced that the inspector has found in favour of the appeal.</p> <p>The main issues on which the hearing focused were the impact on the strategic gap between Fleet and Crookham Village and road safety issues associated with the proposed entrance to the development from Hitches Lane. In essence the inspector concluded that there would be some damage to the countryside but this was outweighed by the benefit of building 423 new houses. Regarding roads, local concerns were undermined by the Highways Authority’s (HCC) acceptance of the developer’s analysis and proposals, the conclusion being that the new development would have little impact on local roads.</p> <p>16/03129/OUT Pale Lane – This application seeks outline approval for 700 new houses and some local infrastructure including a primary school and a community centre. Nothing further to report although GB suspects that an appeal is now being considered.</p> <p>16/03400/OUT Cross Farm Crookham Village – This application seeks outline approval for a care village comprising approximately 100 retirement cottages and apartments and a 64 bed care home. An appeal had been lodged although this has now been withdrawn. No information is available on the reasons for this change of heart.</p> <p>17/00764/PREAPP Emilys Farm – This pre-application seeks advice on a number of new and existing agricultural buildings, including retention of the mobile dwelling permission for which expired in 2015. As reported at the last meeting HDC have issued</p>	



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its opinion which in essence concludes that all of the matters raised will require planning permission. This opinion also urged the applicant to engage with the Parish Council and the District Councillors, although so far no contact has been made. KC commented that he will look into whether there is an open enforcement case.

17/01034/FUL and 17/01142/FUL Schoolfield Corner – This is a re-application for the schemes comprising one 4 and one 5 bedroom houses at the front of Schoolfield Corner and two 4 bedroom houses at the rear. As reported at the last meeting the applicant has lodged an appeal against non-determination for the rear pair application. The Parish Council has made a submission to the Inspectorate to explain the rationale for the neutral position that it adopted for this application.

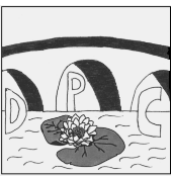
17/01098/PREAPP Rye Common Lane – This pre-application seeks guidance on a scheme to build a battery based energy storage facility on a greenfield site off Rye Common Lane. Exceptionally the Parish Council has submitted comments to HDC. HDC has issued an opinion although details have not been made available.

17/01286/HOU Forge Cottage – This recent application covers extensions to the side and rear of this locally listed building. The Parish Council has submitted no objections. Nothing further to report.

17/01678/FUL and 17/01679/LBC Four Seasons Hotel – This application proposes some design changes to the previously approved scheme to build a children's swimming pool. Although they affect the external appearance of the building, the changes are not significant and the Parish Council has submitted no objections. Nothing further to report.

17/01740/FUL Floods Farm Cottage – There have been several earlier applications to extend the existing house with the last being granted permission. This application proposes to demolish the existing house and to replace with a new house, which will resemble the extended house as approved. HDC has granted permission. In its submission the Parish Council asked for restrictions to be placed on the times when building work could be undertaken in order to respect the quiet country environment of the site. As before, HDC have ignored this reasonable request of the Parish Council and the approval only includes an advisory statement to adopt good practice in restricting working hours.

17/01869/LBC and 17/01868/FUL North Lodge – This proposal is similar to an earlier application to install some external walls, gates and rising bollards at the entrance to Dogmersfield Park, which was withdrawn following the submission of concerns by several consultees. A significant issue was the potential to obstruct the public right of way which runs between the two lodges. The Parish Council has again objected as its earlier



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concerns are still not addressed by the new scheme. The HDC Conservation Officer has not expressed any concerns.

16/03302/CON NATTA Site – This application seeks to discharge a condition associated with granting of permission for a training area off Rye Common Lane. The condition has been discharged.

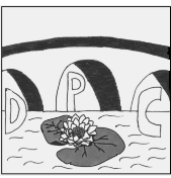
17/02018/LDC Pond House – BW declared an interest and therefore refrained from discussion. GB reported that there have been a number of recent applications associated with the work to convert a row of 5 garages into a new dwelling on land opposite Ormersfield House. This latest application requests a Lawful Development Certificate to cover the installation of gas storage and sewerage tanks, including the construction of a new access from Ormersfield Lane. The Parish Council concluded that it would not get involved in the legal arguments and other aspects were matters for the landowners involved. The applicant has made a further submission which attempts to address the points raised by the objectors.

17/02079/LBC and 17/02078/FUL Thatched Cottage – This application covers the remodelling of the first storey above the relatively modern garage to this listed building, a change to the roofline being the most significant visible change. GB declared an interest and therefore refrained from discussion (see agenda item 98/17). AC, JT and BW were unanimous in agreeing that DPC will not raise any objection, and DPC will submit their response to that effect.

17/02373/PREAPP Chatter Alley – Fowler Architecture and Planning have recently submitted a new scheme for pre-application advice on behalf of Earlsgate. This includes 5 new houses comprising 3 detached and one pair of semi-detached all of which exit directly onto Chatter Alley, meaning that the building line is further forward than the earlier scheme. The loss of parking in the roadway is offset by the provision of 20 parking spaces for public use.

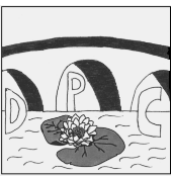
Issues are whether the Parish Council will be able to attend the pre-application meeting, the likely status of the proposed parking area, and residents' concerns over identification of their property in the description of the scheme. A possible action is to seek clarification over the status of the proposed parking area (it will have little value if it is permissive and can be withdrawn by the will of the landowner). It was agreed that GB will contact Earlsgate to request that the Parish Council be invited to attend the pre-application meeting, to ask for clarification of the status of the public parking, and that the name of the property adjacent to the site be removed from the application documentation. CW will also write to HDC with a copy to KC requesting that identification of their property is removed from the description of the scheme, as they are not connected with the scheme

GB



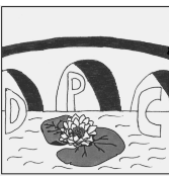
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	<p>and do not wish people to assume that they are.</p> <p>Yateley Common – Councillor Simpson declared an interest due to his involvement as a member of the Regulatory Committee involved in this application and therefore refrained from expressing any opinion. GB reported that Blackbushe Airport Limited has applied to HCC to de-register 114.87 acres of land currently occupied by the airfield, to enable improvements to passenger facilities and the building of new aircraft maintenance hangars. Concerns were expressed that should the designation of common land status currently in place be removed, then the site would lose protection from inappropriate and damaging development. AC agreed to prepare a draft response for circulation and submission.</p> <p><u>Neighbourhood Plan Update</u></p> <p>GB stated that at the last meeting he had been able to report good progress on a number of activities, not least being the engagement of ONEILLHOMER LTD (was RCOH) for a further tranche of consultancy support.</p> <p>He had also reported good progress by the various sub-groups examining particular topics by collating evidence that is already in the public domain. All or parts of the draft summary reports have been circulated, and content for 3 reports has been sent to the consultants for expert review and their response has been received. There will be a meeting of the Working Group on 18th October to review progress and to refine some of the content of the summary reports.</p> <p>The next meeting of the Steering Group will be held provisionally on the 13th November.</p>	AC
105/17	<p>Environment and Rights of Way</p> <p><u>To agree dates for future Lengthsman visit works</u></p> <p>HW explained that the lengthsman had confirmed that DPC should contact him 2 weeks before the work on the verges needs to be done, and he would then book the work in. It was noted that it might also be useful to clean the road signs. It was agreed that further verge clearance was not essential this year if there is a possibility of carrying forward any unspent money into the next year of the scheme. It was agreed that if unspent funding can be carried forward then further verge work can be deferred, however if the money cannot be carried forward then it could be done together with road sign cleaning. HW will investigate the options. It would be beneficial to include the outstanding balance under the Lengthsman scheme in future RFO reports.</p> <p>It was noted that many of the posts near the Queens Head pub have recently been painted white, most likely by the Queens Head staff. AC commented that the posts cost</p>	HW HW



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	<p>approximately £700 to replace probably over 10 years ago, and that he would obtain a new quote for replacing them should the need arise. GB agreed to speak further with staff at the pub to try to determine who undertook the painting of the posts and he would then recommend an appropriate course of action.</p> <p>GB reminded the meeting that it was previously agreed that the CPT should be invited to clean up the Chalky Lane entrance from the A287. HW reported that the previous contact for arranging the visits has left the organisation, and that she has sent details of what is required to another contact who will provide us with dates for a visit as soon as possible.</p> <p><u>To report on progress on setting up Community Benefit Fund Management Group</u> GB confirmed that he had agreed to try to find additional residents to serve on the management group as currently there are insufficient volunteers. He reported that he has been unsuccessful thus far and this action is ongoing.</p>	<p>AC GB</p> <p>HW</p> <p>GB</p>
106/17	<p>Highways</p> <p><u>To report any updates on Highways matters</u></p> <p>Concerns regarding traffic and parking in the vicinity of Dogmersfield Primary School were discussed under agenda item 100/17.</p> <p>AC reported that he is still awaiting repairs to the chicane on Chatter Alley.</p>	
107/17	<p>Other Matters to Report</p> <p>(i) <u>Community Liaison</u> AC reported that he is now on the Joint Management Committee for the Basingstoke Canal as a non-voting member, and that he will update his details on the DPC Register of Interests to that effect.</p> <p>It was noted that the parish harvest lunch at the weekend was excellent – it had been very well done and was well attended.</p> <p>(ii) <u>Training</u> HW confirmed that she has been booked onto the clerk training course in November. AC stated that HW and himself should attend the GDPR course in Fleet when it becomes available.</p> <p>(iii) <u>Website update</u> It was noted that AC and HW are maintaining the website on a regular basis.</p>	AC/HW



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	(iv) <u>Newsletter update</u> It was noted that it is too early to consider the next edition of the newsletter.	
108/17	Crime and Disorder Act, Section 17 Nothing to report.	
109/17	Next meeting date – November 13th	
110/17	<p>Information sharing</p> <p>AC suggested that he and JT should consider the Code of Conduct proposals outlined in the HALC October e-newsletter, to which JT agreed.</p> <p>DS reported that the Full Hampshire County Council next meets on 2nd November, when a potential saving of £140m will be discussed. The savings would come from no longer employing lollipop people, closing up to half the tips in Hampshire and maintaining roads at a legal minimum. Much of the savings would probably be spent on adult social care.</p> <p>KC reported that HDC is re-tendering for bin collection services based on the same service provision as there is currently.</p> <p>The meeting closed at 9.20pm</p>	AC/JT

Signed
Chairman

Date

Abbreviations	In place of
DPC	Dogmersfield Parish Council
HDC	Hart District Council
HCC	Hampshire County Council
NHP(SG)	Neighbourhood Plan (Steering Group)
CPT	Community Payback Team
HALC	Hampshire Association of Local Councils
CBF	Community Benefit Fund
SEA	Strategic Environmental Assessment
LOL	Limit of Liability
SIDS	Speed Indication Display Sign