

DOGMERSFIELD PARISH COUNCIL

Minutes of the Meeting Held at Dogmersfield Primary School 11th December 2017

Councillors present:

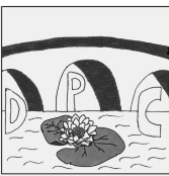
Cllr Geoff Beaven (GB) (CHAIRPERSON)
Cllr Alastair Clark (AC)
Cllr Jo Thomas (JT)
Cllr Mike Ricketts (MR)
Cllr Brian White (BW)

Members of Public present:

Cllr D Simpson (DS) S Thomas (ST)
Cllr K Crookes (KC) B Leversha (BL)
C Ward (CW) M Morrison (MM)

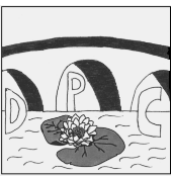
CLERK: Helen Wright (HW)

| | | |
|--------|---|--|
| 124/17 | <p>Welcome & Apologies for Absence</p> <p>GB stated that there had not been a meeting of the Dogmersfield Neighbourhood Plan Steering Group that evening, but that he would report progress under agenda item 130/17. The next Steering Group meeting has been pencilled in for 6.30pm on 8th January 2018. He explained that at tonight's Parish Council meeting the Council has to agree its budget for next year, and he would also provide an update on important planning matters.</p> <p>Apologies were received from Mr & Mrs Waller and Cllr Stephen Gorys.</p> | |
| 125/17 | <p>Declaration of Interests – Current Agenda</p> <p>At the last meeting GB had declared an interest in a planning application made by his next door neighbour, and he stated that consequently he has had no involvement in the Council's consideration of that application although it will be covered in his planning report.</p> <p>AC stated that as a Director of HALC he will refrain from voting on the payment to HALC under agenda item 129/17.</p> | |
| 126/17 | <p>Public Participation</p> <p>BL stated that he remembered being informed by DPC at the last meeting that they required a different form of application for sponsorship of the Dogmersfield, Winchfield and Crookham Village Horticultural Society Annual Flower Show and Fete before the request would be considered, and he was concerned that this requirement had not been included in the minutes. GB responded explaining that he had no recollection of this being agreed, and in any case the original sponsorship request which was entirely satisfactory is under consideration at present.</p> | |



DOGMERSFIELD PARISH COUNCIL

| | | |
|--------|--|--|
| 127/17 | <p>Approval of the Minutes of the Meeting held on 13th November 2017</p> <p>It was resolved that the minutes of the meeting held on 13th November 2017 (111/17 to 123/17) be accepted as a true record and they were signed by the Chairperson. (AC proposed, MR seconded, and all were in favour)</p> | |
| 128/17 | <p>Matters Arising from the Minutes of the Meeting held on 13th November 2017</p> <p><u>To include consideration of outstanding action list</u> With consideration to the action list from 13th November, the following points were noted:</p> <p>115/17 Electrical safety check of Christmas lights – AC completed</p> <p>115/17 AC to amend his Declaration of Interests – completed</p> <p>116/17 To amend draft budget for 2018/19 to include £300 for ‘support of beneficial causes’ – GB/HW completed</p> <p>116/17 To put final expenditure budget for 2018/19 to December’s DPC meeting for consideration – to be covered under agenda item 129/17</p> <p>116/17 To investigate possibility of disconnection of telephone kiosk on Pilcot Green – GB to progress</p> <p>116/17 To review Communications Protocol at December’s DPC meeting – to be covered under agenda item 129/17</p> <p>116/17 To inspect the area of jurisdiction – GB has completed some of the area. Discarded garden waste had been found on common land on Chatter Alley and GB would take low key action to discourage the practice. Further inspection of outlying areas would be arranged.</p> <p>116/17 To review risk assessment prior to installation of Christmas lights – GB completed before 2nd December.</p> <p>116/17 To update Risk Register – HW completed</p> <p>116/17 To seek feedback from residents regarding the use of the precept for supporting beneficial events such as the Flower Show – GB to progress</p> <p>116/17 To decide whether to sponsor the Flower Show, and if so then at what level – to be progressed</p> <p>117/17 To upload minutes of the meeting with Fowler Architecture and Planning Ltd to the website – HW completed</p> <p>118/17 To inform the manager of the Queens Head that he may paint the remaining posts white but that they must be kept clean – GB completed</p> <p>119/17 To write to James Holt at HCC requesting that pedestrian warning signs be put up at Dogmersfield Village Gateway entrance – AC progressing</p> | <p>GB</p> <p>GB</p> <p>GB</p> <p>ALL</p> <p>AC</p> |
| 129/17 | <p>Finance & Regulatory Matters</p> <p><u>To receive and approve the financial statement of accounts from 1st – 30th November, confirming</u></p> | |



DOGMERSFIELD PARISH COUNCIL

payments made in November, and to authorise any payments now due

HW reported that in summary the transactions in November were:

Payments: Cheques no. 1040 (Church Crookham Parish Council meeting room hire £18.00),
1041 (clerk salary £370) and 1042 (clerk expenses £10.21)

Receipts: Nil

It was noted that the financial position at the end of November is as follows:

Total cashbook: £21,822.68 of which £9,066.48 is ring fenced for the Neighbourhood Plan

It was resolved that the November report be accepted as a true and correct record and the payments listed therein be confirmed.

(GB proposed, AC seconded and all were in favour)

It was noted that the following payment is to be discussed under agenda item 130/17:

- *Cheque number 1043 £1,800.00 RCOH Ltd (Invoice 502, Neighbourhood Plan)*

It was resolved to authorise the payments listed below:

- Cheque number 1045 £370.00 Helen Wright (clerk salary December 2017)
- Cheque number 1046 £68.22 Helen Wright (clerk expenses)

(GB proposed, AC seconded and all were in favour)

- Cheque number 1044 £90.00 HALC (clerk training course)

(GB proposed, JT seconded and MR and BW were in favour. AC abstained due to having a registered interest as a Director of HALC)

To update the Bank Mandate at Hampshire Trust Bank to add Councillor to signing rights following co-option

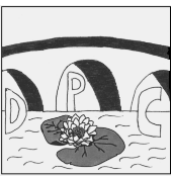
It was noted that it had been necessary to complete a further form, but all paperwork is now ready and HW is to post it to the bank tomorrow.

HW

To agree Budget for 2018/19

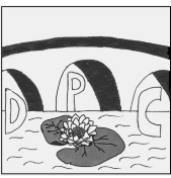
GB reminded the meeting of the approach taken to create a conservative budget that would be capable of absorbing low probability expenditure items whilst retaining a sensible level of reserves.

He explained that the only change to the draft budget which was presented to the previous meeting was to include a provision of £300 to allow for potential expenditure in support of



DOGMERSFIELD PARISH COUNCIL

| | | |
|--------|--|-------------------------|
| | <p>beneficial causes, consequently the first page of the new draft budget is the same as was considered in November apart from the additional £300 expenditure line, which increases the total budget figure to £14,770. There is no change to the second page.</p> <p>Regarding the third page, GB explained that the proposed precept for 2018/19 was £11,481 which represents a 15% reduction compared to the precept for the current year. Although the expenditure budget has increased by £300 DPC are not suggesting that the proposed precept be changed. The first column shows that with the aforementioned £300 increase the pessimistic prediction of the closing bank balance will be £3,828. As stated at the last meeting GB believes this to be a comfortable level of reserve in its own right, but it is also a considered pessimistic prediction and the eventual outturn could be several thousand pounds higher and in the best case around £9,000 higher.</p> <p>AC commented that perhaps the closing bank balance of £3,828 is a little low, as some parishes are adding £1,000 to their precepts to cover any requirement to employ a Data Monitoring Officer following forthcoming GDPR legislation. GB explained that he believes the closing bank balance will be much higher in reality due to this year's underspend on village maintenance, and he is confident that the figure is comfortable. AC agreed.</p> <p>It was resolved that the proposed expenditure budget for 2018/19 be approved as per the summarised details below:</p> <ul style="list-style-type: none"> • Income budget set targeting a 15% decrease in the amount of the precept with the final precept to be agreed in January 2018 • Expenditure budget set as £14,770 comprising £9,170 Internal Operations, £5,100 Service Delivery and £500 Contingency <p>(GB proposed, AC seconded and all were in favour)</p> <p>It was noted that a decision regarding the precept will be made at January's DPC meeting.</p> <p><u>To review Communications Protocol</u></p> <p>The Communications Protocol adopted at the AGM in April had been circulated to Councillors in advance of the meeting. It was agreed that at present no changes were required, but that it would be reviewed as necessary following the GDPR training to be undertaken by AC and HW in January.</p> | <p>ALL</p> <p>AC/HW</p> |
| 130/17 | <p>Planning</p> <p><u>To report on current planning applications and confirmation of Parish Council responses</u></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. The developer</p> | |



DOGMERSFIELD PARISH COUNCIL

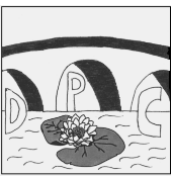
has submitted a Transport Addendum that aims to address the concerns raised by HCC and others. The main features are proposals to improve traffic flows at the mini-roundabout in Hartley Wintney where the A232 joins the A30, and at the double roundabout above the railway at the entrance to the Elvetham estate. An assessment of parking capacity at Fleet and Winchfield railway stations is also included.

The proposed changes to the roundabout are relatively small, although they are forecast to have a major impact. The parking study monitored the empty spaces at the two named stations on two days during June 2017. On both days some spaces remained at 9.00am, but those were largely taken up by 11.00am. The capacity was assessed to be satisfactory as the number of spaces available at 9.00am were just sufficient to accommodate the forecast 60 extra commuter cars from Pale Lane that would need to park at a station. If correct this means that both Fleet and Winchfield will cater for parking of commuters only, and those wishing to travel off-peak will need to use other means of travel. Although these proposals have not satisfied either Winchfield Parish Council or Hartley Wintney Parish Council they have been accepted by HCC, which now has no objections to the scheme. Further consideration of the application is now likely to recommence.

17/01034/FUL and 17/01142/FUL Schoolfield Corner – This is a reapplication 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. At the last meeting GB reported that revised plans had recently been submitted for the 4 bedroomed house at the front of the site which move the garage block back from the road, which is an improvement. It became apparent that HDC were consulting these revised plans and the Parish Council has submitted no objections. GB understands that SANG has been earmarked for this front pair application.

GB reported that the appeal against non-determination of the application to build 2 houses in the rear of Schoolfield Corner has been dismissed. HDC provided two reasons for refusal should they have considered the scheme, which were that it would be out of character and cause damage to the conservation area, and a lack of SANG. The government inspector concluded that the site has special characteristics being next to industrial premises, and due to the low roof and other design features the proposed new houses will not be out of character and will not damage the conservation area. Specifically the inspector concluded that because of the site's special characteristics its development would not set a precedent, which responds directly to the concern in the Parish Council's submission. However, as no SANG provision is allocated and despite an offer to have a Grampian condition used elsewhere by HDC, the inspector felt he had no choice but to dismiss the appeal for this reason alone. GB commented that he would be surprised if the SANG situation cannot be overcome.

17/01286/HOU Forge Cottage – This recent application covers extensions to the side and rear of this locally listed building. Revised plans have been submitted that reduce the length of the



DOGMERSFIELD PARISH COUNCIL

proposed side extension, and these have been opened to consultation. The Parish Council have not objected but drew attention to a feature whereby the flat-roofed rear part of the side extension protrudes, which DPC concluded would undermine the appearance of this locally important building. The applicants agree. A decision is likely this week.

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. At the last meeting GB explained that further detailed drawings have been submitted suggesting that a grant decision is imminent, although this is still not forthcoming.

17/02018/LDC Pond House – This 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 which has been refused. However, the decision document suggests that a full planning application for the same provisions is still a possibility.

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, and GB confirmed that permission has been granted.

17/02373/PREAPP Chatter Alley – GB stated that at the last meeting he gave a full summary of the pre-application meeting at HDC regarding the scheme involving 5 new houses and the provision of 20 parking spaces for public use. There is no change and the applicant’s reaction to the pre-application advice given at that meeting is still awaited.

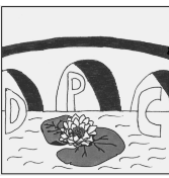
17/02482/CA Bridge House – This application seeks permission for a range of tree work and HDC have not objected.

17/02557/PREAPP Rushy House – This is a pre-application for a single new house in the paddock adjacent to Rushy House. The site is within the settlement boundary. The Parish Council will not be commenting at this stage.

16/03264/CON Karibu – This application seeks to discharge a condition associated with the recent permission to extend the existing house. The Parish Council will not be responding.

17/01740/CON Grace Gardens – This application seeks to discharge a condition associated with the recent permission to demolish Floods Farm Cottage and replace with a new building. Presumably Grace Gardens is to be the name of the new building.

17/02664/FUL Emilys Farm – This application seeks to renew the permission granted in 2012 for a temporary mobile home to house a stockman close to the animals under their care. The previous permission expired in 2015. The Parish Council is considering how it should respond.



DOGMERSFIELD PARISH COUNCIL

13/01938/FUL Ormersfield Lodge – GB reported on recent events regarding the permission granted in late 2013 to convert the existing stable block opposite Ormersfield Lodge into a three bedroom house. The application stated that the proposal was fully compliant with Hart policy GEN2 in that the existing building was capable of conversion without major or complete reconstruction. Also a further successful application was made to delete Condition 5 of the approval as the application was for a conversion of an existing building.

Work started a few weeks ago when the existing building was almost completely demolished apart from three single storey walls. This was not what the application described, and consequently GB alerted HDC to a potential breach of planning control. He understands that HDC have visited the site and identified breaches of the planning approval, however it is not known whether they intend taking any enforcement action, and work on site is continuing.

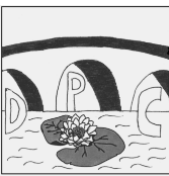
Hart Local Plan

GB reported that DPC have been notified by Daryl Phillips that the draft Hart Local Plan (Regulation 19 version) for publication is still on track to be considered by Hart's Overview and Scrutiny Committee on 2nd January 2018, Cabinet on 3rd January 2018, and Hart's full Council on 4th January 2018. These meetings are all open to the public. GB assumes that the public consultation will be launched early in the new year. KC stated that responses to Regulation 19 go straight to the inspector rather than to HDC, and that District Councillors are meeting next week to discuss the plan further. One aspect to be considered is that HDC have been allocated revised lower housing requirements numbers from the government.

Neighbourhood Plan Update

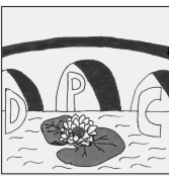
At the last meeting GB reported that five subgroup reports were passed to ONEILL HOMER on 1st November. He stated that the consultant's comments on these reports, together with a suggested policy list for a draft plan, have just been received. Action is in hand to consider these comments, which may require some additional work, and to draw conclusions on the suggested policy list. As the Christmas period is upon us final consideration is not scheduled until early in the New Year, and consequently the production of a draft Neighbourhood Plan before Christmas is no longer a possibility. This does mean, however, that DPC should have a better understanding of the content of the next draft of the Local Plan before firming up the scope of Dogmersfield's Neighbourhood Plan.

GB reported that ONEILL HOMER have submitted RCOH Ltd invoice number 502 for the work they have completed up to the end of November. This covers three days of 'follow-up actions' in line with both the agreed project plan and our budget, at a total cost of £1,500 (VAT EX). The invoice does not include any costs associated with producing the draft plan, which ONEILL HOMER had forecast would be included in a November invoice, and this reflects the aforementioned slippage against the project plan. The Neighbourhood Plan Steering Group have considered the invoice and have agreed ex-committee to submit the invoice 502 to the



DOGMERSFIELD PARISH COUNCIL

| | | |
|--------|---|---------------------|
| | <p>Parish Council for payment.</p> <p>It was resolved to authorise payment of the RCOH Ltd invoice number 502 at a cost of £1,500.00 VAT EX.</p> <p>(GB proposed, MR seconded and all were in favour)</p> <p>The next meeting of the Steering Group will be held provisionally on 8th January.</p> | |
| 131/17 | <p>Environment and Rights of Way</p> <p><u>To report on progress regarding future Lengthsman visit works</u></p> <p>It was noted that the Lengthsman has now cleaned the road signs as requested and that 11.5 hours of work remain available for allocation before the end of March next year. It was agreed that as there is no requirement for him to undertake further work at present, planning of future visits would be added to the agenda for the next DPC meeting.</p> <p>GB reported that the CPT arrived at short notice on 30th November, and as agreed they were set to work cleaning up the footpath and verge at the junction of Chalky Lane and the A287 which was done satisfactorily. GB stated that he believes they may be available for a further visit on Thursday of this week, and as most of the leaves have now dropped he suggested that the CPT could be usefully employed clearing out the ditches along Chatter Alley and across Pilcot Green. Councillors agreed.</p> <p>It was resolved to engage the CPT for a further visit at a cost of £80.00.</p> <p>(GB proposed, MR seconded and all were in favour)</p> | <p>HW</p> <p>HW</p> |
| 132/17 | <p>Highways</p> <p><u>To report any updates on Highways matters</u></p> <p>AC reported that the posts on the chicane on Chatter Alley have been replaced, and that he is progressing investigations into the possibility of installing a dropped kerb at the junction between Church Lane and Chatter Alley.</p> <p>AC also reported an incident of fly-tipping whereby very large pieces of fir trees were dumped in the road on Chatter Alley outside Pippins on Sunday evening. Traffic cones were placed around them and HDC removed the tree waste at 8.00am the following morning, however a lorry which tried to make its way around the operation got stuck in the ditch and therefore Chatter Alley was blocked until approximately 11.30am. It is unlikely that there is CCTV footage of the fly-tipping.</p> | <p>AC</p> |



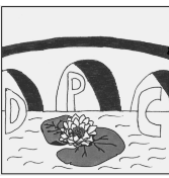
DOGMERSFIELD PARISH COUNCIL

| | | |
|--------|--|----|
| 133/17 | <p>Other Matters to Report</p> <p>i. <u>Community Liaison</u> GB and AC commented that they will be attending the Four Seasons Christmas reception on 12th December. DS reported that the new vicar had been licensed last week, and that she would be conducting a midnight service in Dogmersfield. It was noted that approximately £235 had been raised by the carol singing.</p> <p>ii. <u>Training</u> HW had attended the scheduled two-day training course in November. She commented that she found it very useful and was encouraged that DPC were operating properly.</p> <p>iii. <u>Website update</u> It was noted that the website is being updated and maintained on a regular basis.</p> <p>iv. <u>Newsletter update</u> It was noted that a newsletter is due, and Councillors agreed that this is to be added to the agenda for the next DPC meeting.</p> | HW |
| 134/17 | <p>Crime and Disorder Act, Section 17 Nothing to report.</p> | |
| 135/17 | <p>Next meeting date – January 8th</p> | |
| 136/17 | <p>Information sharing It was noted that AC and DS will be attending a Highways meeting in Winchester on Wednesday. The meeting closed at 8.40pm.</p> | |

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 |
| SANG | Suitable Alternative Natural Greenspace |



DOGMERSFIELD PARISH COUNCIL

Expenditure Budget for 2018/19 approved at meeting of Dogmersfield Parish Council on 11th December 2017

| | 2017/18 Budget | 2018/19 Approved Budget | Notes | 2017/18 Likely Outturn |
|---------------------------------------|-------------------|-------------------------------|---|---------------------------|
| Internal operations | | | | |
| Parish Clerk | £5,028 | £5,000 | Salary subject to review | £4,685 |
| Subscriptions | £788 | £820 | Allow for some increases (see below) | £777 |
| Meeting costs | £400 | £400 | | £344 |
| Training | £250 | £300 | | £300 |
| Admin consumables | £300 | £300 | | £300 |
| IT Upgrade | £500 | £500 | Possible need for laptop upgrade | £0 |
| Website | £150 | £150 | | £150 |
| Parish insurance | £300 | £300 | | £288 |
| Audit of accounts | £160 | £200 | | £435 |
| Election contingency | £1,200 | £1,200 | | £1,200 |
| Total Internal operations | £9,076 | £9,170 | | £8,479 |
| Service delivery | | | | |
| Village maintenance | £3,800 | £3,800 | See below (same total as last year) | £2,415 |
| Lengthsman Costs | £1,000 | £1,000 | Assume no Lengthsman funding from HCC | |
| Neighbourhood Plan | £0 | £0 | Grants and put aside funding only | £0 |
| Project work to benefit the community | £0 | £0 | Project work to be funded from CBF | £0 |
| Support of beneficial causes | | £300 | Beneficial causes not to be funded from CBF | |
| Total Service delivery | £4,800 | £5,100 | | £2,415 |
| Contingency | £500 | £500 | | £0 |
| Total Budget | £14,376 | £14,770 | | £10,894 |