

DOGMERSFIELD PARISH COUNCIL

Minutes of the Meeting Held at Dogmersfield Primary School 8th October 2018

Councillors present:

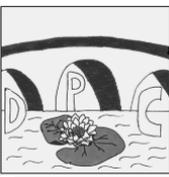
Cllr Geoff Beaven (GB) (CHAIRPERSON)
Cllr Alastair Clark (AC)
Cllr Brian White (BW)

CLERK: Helen Wright (HW)

Members of the public present:

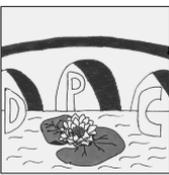
There were 4 members of the public present including
Cllr David Simpson (DS) and Cllr Ken Crookes (KC)

95/18	Welcome & Apologies for Absence GB welcomed everybody to the meeting. He stated that the meeting of the Dogmersfield Neighbourhood Plan Steering Group scheduled for earlier that evening had been postponed, and that he would provide a full report under agenda item 102/18. Apologies were received from Cllr Graham Chisnall and Elizabeth and Chris Waller.	
96/18	Declaration of Interests – Current Agenda It was noted that BW, GC and GB have interest in some of the planning applications, and that their involvement in the consideration of those applications has respected these interests. All will be mentioned in the planning report. GB stated that AC will mention one matter for which GB has declared an interest, under agenda item 102/18.	
97/18	Public Participation A resident commented that there is a fallen branch on Chalky Lane which needs to be cleared, and that the verge on the approach to the village is untidy. GB commented that these items will be covered under agenda item 103/18. KC explained that the draft Policy of Community Engagement will be going to Scrutiny shortly and that he will forward the document to DPC as soon as he is able, to allow Parish Councillors to consider it with a view to ensuring that the Parish is properly represented before it goes to Cabinet in November.	
98/18	Approval of the Minutes of the Meeting held on 10th September 2018 It was resolved that the minutes of the meeting held on 10th September 2018 (81/18 to 94/18) be accepted as a true record and they were signed by the Chairperson. (GB proposed, BW seconded and all were in favour)	



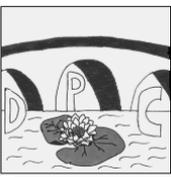
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	<p>weekend but there were no puddles. He will look at it again when there is further heavy rain.</p> <ul style="list-style-type: none"> • 90/18 AC to look at the area of possible subsidence on Chalky Lane – AC has taken photographs of the problem area and sent them to HCC. It is now their responsibility. • 90/18 AC to repair the post on the noticeboard near the school – AC confirmed that he has the necessary materials and that he will undertake the repairs shortly. • 91/18 GC/HW to progress the next issue of the newsletter – to be covered under agenda item 105/18. 	<p>AC</p> <p>AC</p>
<p>100/18</p>	<p>Council Vacancies</p> <p><u>To review progress on the recruitment of a Councillor</u></p> <p>GB was pleased to report that two residents submitted application forms by the closing date of 21st September, and that interviews are scheduled for 15th October. GB commented that he will take action to appoint a Council representative to the Community Benefit Fund Management Group when the application process to fill the vacancy for a Parish Councillor is complete.</p>	<p>GB</p>
<p>101/18</p>	<p>Finance & Regulatory Matters</p> <p><u>To receive and approve the 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 as follows:</p> <p><i>Payments:</i> Cheque nos.</p> <p> 1079 Helen Wright, Clerk salary £395</p> <p> 1080 RCOH Ltd – Neighbourhood Plan consultancy work</p> <p> Invoice 590 £1,200</p> <p><i>Receipts:</i> Nil</p> <p>It was noted that the financial position at the end of September was as follows:</p> <p><i>Total cashbook:</i> £20,291.02 of which £2,781.48 is ring fenced for the Neighbourhood Plan.</p> <p><i>Community Benefit Fund:</i> £28,317.97</p> <p>It was resolved that the September Finance Report be accepted as a true and correct record and the payments listed therein be confirmed.</p> <p>(GC proposed, BW seconded and all were in favour)</p>	



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	<p>It was resolved to authorise the following payments due in October:</p> <p>Cheque nos.</p> <table><tr><td>1081</td><td>The Church on the Heath, meeting room hire £18</td></tr><tr><td>1082</td><td>Information Commissioner, data protection registration £40</td></tr><tr><td>1083</td><td>Helen Wright, Clerk salary £395</td></tr><tr><td>1084</td><td>Helen Wright, Clerk expenses £50.14</td></tr></table> <p>(GB proposed, AC seconded and all were in favour)</p> <p><u>To timetable the budget setting process for 2019/20</u></p> <p>HW explained that the draft budget is due to be considered at the November meeting of DPC, with a view to the final budget being agreed at the December meeting and the precept decision being taken in January. It was noted that GB and HW will prepare a draft budget for presentation to the November meeting of DPC.</p> <p><u>To note that the review of the Risk Register is scheduled for November 2018</u></p> <p>It was noted that HW will circulate a copy of the Risk Register to Councillors in advance of the November DPC meeting, for review during the meeting.</p> <p><u>Update on Clerk appraisal</u></p> <p>GB stated that the Appraisal Report was completed and discussed at an appraisal interview held on 2nd October. He stated that despite being new to the roles HW has performed exceptionally well during her first year as Parish Clerk and Responsible Finance Officer, and this very satisfactory performance is reflected in the assessments recorded in the appraisal report. He explained that the final draft has been circulated to all Councillors, and if there are no concerns then he and HW will sign off the report to conclude the process.</p>	1081	The Church on the Heath, meeting room hire £18	1082	Information Commissioner, data protection registration £40	1083	Helen Wright, Clerk salary £395	1084	Helen Wright, Clerk expenses £50.14	<p>GB/HW</p> <p>HW</p> <p>GB/HW</p>
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102/18	<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. As reported at the last meeting the developer has appealed against the refusal to grant outline permission and there will be a public hearing from 8th to 16th January 2019.</p> <p>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 has not objected through a nil response. No further information is available.</p>									



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18/00157/FUL Emilys Farm – This is a recent application to build a slaughter and butchery unit which follows the recent pre-application for the same facility. The Parish Council has objected. There is nothing further to report.

18/00877/FUL Chatter Alley – As reported at earlier meetings the application to build 5 new houses in the area of land known as the Fisk Field was refused, however a new scheme has been drawn up for 4 houses and a car parking area for 20 cars. A further strip of land has now been retained for access to the area at the rear of the development which will allow the area to become a permanent feature. There was a public exhibition of the proposed development in the school hall on 19th September. The Parish Council has been invited to meet the developers again which will probably take place during the next two weeks.

18/01114/FUL Rye Common Lane – This is a full application to build an energy storage facility on a greenfield site accessed from Rye Common land. The Parish Council submitted a number of concerns at the pre-application stage. None of these were addressed by the full application and consequently they were detailed in an objection submission. Many other consultees raised the same concerns and as reported at the last meeting the application has now been withdrawn.

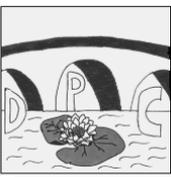
18/01503/FUL Pilcot Farm House - This application covers a rear extension and new double garage for the private house located behind Pilcot Farm. The new works will not be visible from the highway and the Parish Council has submitted no objections. A decision appears to be imminent.

18/01510/FUL Ormersfield Farm – This application seeks permission to replace asbestos cladding on an agricultural barn and add a further bay. There are few adverse implications and the Council has submitted no objections. Permission has been granted.

18/01555/HOU and 18/01556/HOU 1 Pilcot Cottage – These two applications cover a number of changes to the already approved and commenced major extension. In the past GB failed to report correctly on these two applications. The first is a resubmission for roughly the same extension that already had permission, but with changes to the side porch. HDC have granted permission for these changes. The second application included a further single storey extension to the rear. This application has been refused as it was over-development of a small property.

18/01572/FUL Rushy House – This full application seeks permission to build a new 5 bedroom house in the paddock to the side of Rushy House. After careful consideration the Parish Council submitted no objections and HDC have granted permission.

17/01572/FUL Schoolfield Corner - This application is to discharge a number of conditions associated with the approval to build 2 new houses on the front of the site. The condition has been cleared.



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18/01812/CA Sunray – This application covers some tree work and the Parish Council has not responded. HDC have no objections.

18/01865/CA Lords and Ladies – This application covers tree work and the Parish Council has not responded. HDC have no objections

18/01920/CA The Barracks - This application covers tree work at Yew Tree Lodge on trees overhanging from The Barracks. The Parish Council has not responded. HDC have no objections.

18/01959/TPO Karibu - This application covers tree work at Karibu on trees overhanging from the common land. The Parish Council has no concerns and will not be responding.

18/01862/HOU St John's – This full application seeks permission to erect a small garden shed at the end of the rear garden of one of the new houses in Church Lane. The Parish Council has no concerns and did not respond. HDC has granted permission.

18/02036/PREAPP Dogmersfield Park (Four Seasons) - This pre-application is asking for guidance on a proposal to plant a 200 tree fruit orchard on arable land for use by guests. No information is available on the proposed location but HDC have responded advising that planning permission is not needed.

18/02041/PREAPP The Barracks – This application seeks advice regarding the conversion of the existing stable block into a dwelling, or alternatively the building of a new dwelling on an adjacent site. The Parish Council will not be responding at this stage.

AC reported that DPC have received a letter from a planning consultant regarding the possible development of land at the top end of Church Lane, opposite Thatched Cottage. The consultant has requested a meeting with the Parish Council, which AC will ask HW to arrange upon GC's return.

Neighbourhood Plan Update

GB reminded the meeting that in response to requests from the Neighbourhood Plan Steering Group, DPC resolved to carry out a number of actions which included paying O'Neill Homer invoice 590, issuing a further purchase order to O'Neill Homer covering 4 days of consultancy support with a limit of liability of £2,200 (VAT ex) and submitting a further grant application. GB reported that the first two actions are complete and the third is well in hand.

GB also reminded the meeting that following successful completion of the screening process all information was now with DPC's consultants, for them to prepare the next draft plan called the 'Pre-Submission' version which will be to the standard needed for the first formal consultation



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known as Regulation 14. GB stated that he had hoped to receive this next draft in time to allow the Steering Group to consider whether to launch the Regulation 14 consultation at its meeting that was scheduled for earlier that evening, however as the document has still not been received then reluctantly the meeting has been postponed. It will be convened as soon as it is feasible to consider launching the consultation. GB anticipates that this will be before the end of October, which if all goes well will allow the draft plan to be submitted to HDC before the cut-off date of 24th January 2019. GB stated that he is continuing to press ONeill Homer to complete the next draft.

Consideration of whether to continue to support Winchfield Parish Council for the presentation of submitted comments on the Hart Local Plan to the public hearing

GB explained that at DPC's meeting in May the Parish Council had authorised the submission, on DPC's behalf, of the comments on the Regulation 19 version of the Hart Local Plan drawn up by John Boyd Planning Associates. These comments were commissioned by Winchfield Parish Council but took account of DPC's views and included material that DPC provided on a number of aspects of the draft plan. The Examination In Public (EIP) of the Hart Draft Local Plan by the government appointed Examiner will commence on 2nd November.

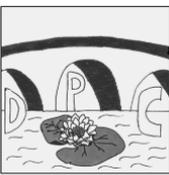
Winchfield Parish Council have again commissioned John Boyd Planning Associates to attend the Examination and to present the comments as part of a submission, which can also cover any new evidence that has been placed in the HDC Examination Library as well as any relevant statements made by others in their Regulation 19 representations. This document must be submitted by 25th October. Winchfield Parish Council have asked whether DPC continues to support their submission activities. They believe that DPC's continuing support adds weight to the comments already made, and it is important that John Boyd can confirm DPC's continuing support in their presentation to the Examiner.

It was resolved that Dogmersfield Parish Council supports Winchfield Parish Council's submission by John Boyd Planning Associates to the Examination In Public of the Regulation 19 version of the Hart Local Plan.

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

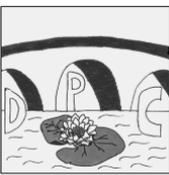
GB stated that to date all of the costs for these activities have been met from the Winchfield Parish Council precept. He suggested that although making even a small contribution to these costs has never been a condition of becoming involved and benefitting from the professional expertise of John Boyd Associates, DPC should consider whether it should make a contribution. DS stated that Winchfield Parish Council have put £35,000 towards the costs. It was noted that any contribution from DPC would be very small. It was agreed that the matter be put on the agenda for consideration at November's DPC meeting.

HW



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103/18	<p>Environment and Rights of Way</p> <p><u>To report on progress with works under the Lengthsman scheme</u></p> <p>HW reported that the verge/ditch work between Troquhain House and the school, and the cutting back of the hedge on Pilcot Green, have been completed. It was noted that 9.5 hours remain of DPC's 50 hour allowance under the Lengthsman scheme for 2018/19. It was agreed that HW will arrange for the Lengthsman to remove the fallen branch from Chalky Lane, but that the verge on the approach to the village should be cut by Hampshire Highways.</p> <p><u>To report on progress with further maintenance requirements</u></p> <p>HW reported that she has obtained two quotes for the replacement of the 2 damaged posts on Pilcot Green and the straightening of the crooked post. The quotes were within almost £5 of each other at approximately £300 including VAT. It was noted that the quotes were for hardwood posts. AC commented that this seemed expensive, and it was agreed that the issue be deferred to the next DPC meeting for consideration then. GB suggested that AC may like to put forward an alternative option in the meantime.</p> <p>Regarding the 'permanent' treatment of the chicane in Church Lane which is breaking up, DPC considered AC's specification for works to address the situation which had been circulated prior to the meeting. It was agreed that HW is to ask the Lengthsman to provide a quote for undertaking the works to this specification, and that once the quote has been obtained GB will arrange the walkabout of the other chicanes.</p> <p>AC stated that he and GC will look further into Footpath No.3.</p> <p>AC reported that work is starting outside North and South Lodges, and reminded the meeting of the legal ruling that gates at a public footpath must be seen to be open. It was noted that should any obstruction to the footpath be observed then DPC must notify Hampshire Highways.</p>	<p>HW</p> <p>HW AC</p> <p>HW GB</p> <p>AC/GC</p>
104/18	<p>Highways</p> <p><u>To report any updates on Highways matters</u></p> <p>GB reported that he will not be attending the next meeting of the Flood Forum as Dogmersfield has no new items to raise. He expressed dissatisfaction that only new issues can be brought to the Forum, which means that there is a lack of follow-up at the Forum on matters that have been raised previously.</p> <p>Regarding the sign which is missing at the Winchfield entry to Dogmersfield, AC reported that he has written to HDC in order to determine who is responsible for replacing it. He commented that he is also still awaiting a response from HDC regarding his request for the use of the SIDs, and KC offered assistance if responses were not forthcoming.</p>	



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105/18	<p>Other Matters to Report</p> <p>i. <u>Community Liaison</u> Nothing to report.</p> <p>ii. <u>Training</u> It was noted that HW will be investigating procurement training for herself.</p> <p>iii. <u>Website Update</u> HW stated that the website is being maintained on a regular basis.</p> <p>iv. <u>Newsletter Update</u> GB stated that GC and HW have drawn up an outline plan for the next issue of the newsletter, and have commissioned contributions. It was noted that the end of October is the target for publication and that contributions are now due.</p>	
106/18	<p>Crime and Disorder Act, Section 17</p> <p>Nothing to report.</p>	
107/18	<p>Next meeting date</p> <p>The next meeting is to be held on 12th November.</p>	
108/18	<p>Information sharing</p> <p>BW expressed concern regarding the recent issues with travellers in the district. DS commented that government action is required on this issue generally. AC invited BW to attend tomorrow evening's meeting of the HDAPTC to express his views.</p> <p>The meeting closed at 8.40 pm.</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)
CBF	Community Benefit Fund
HALC	Hampshire Association of Local Councils
NALC	National Association of Local Councils
HDAPTC	Hart District Association of Parish & Town Councils
APA	Annual Parish Assembly
SIDs	Speed Indicator Devices