

DOGMERSFIELD PARISH COUNCIL

Minutes of the Annual General Meeting Held at Dogmersfield Primary School 9th May 2016, 7.30pm

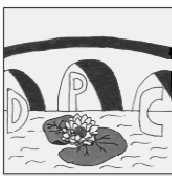
Councillors present:

Cllr Geoff Beaven (GB)
Cllr Alastair Clark (AJC)
Cllr Mike Ricketts (MR)
Cllr Graham Leach (GL)
Cllr Jo Thomas (JT)
CLERK Claire Inglis (CI)

Members of Public present:

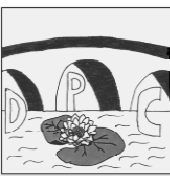
Julie Banks Mary Morrison Brian Leversha
Steph Thomas Chris Waller Chris Ward

50/16	Agenda Item 1	<p><u>Welcome & Apologies</u></p> <p>The meeting was opened at 7.30pm by the outgoing Chairman who welcomed everyone.</p> <p>In addition apologies were received from Christine Smith and District Cllrs K Crookes, John Kennett and Stephen Gorys.</p>	
51/16	Agenda Item 2	<p><u>Elections</u></p> <p>GB informed those present that there is a lot of administrative business to carry out at this AGM. Therefore some of topics of interest will be covered with a statement before public participation rather than leaving them until later in the agenda.</p> <p>As confirmed at the APA, only the present Councillors submitted valid nomination papers. Consequently the Dogmersfield election was not contested and DPC will be continuing today with the same team as before. Councillors were reminded that their declaration of expenses (even nil returns) must be made within 28 days of the date of the election and this is a legal requirement. Therefore the deadline is 2nd June.</p> <p><u>Election of Chairman & signing of acceptance of office</u></p> <p>AJC put a proposal forward for GB to be Chairman if he is prepared to stand. GB indicated that he was prepared to stand as Chairman for the coming year.</p> <p>It was resolved that Geoff Beaven be appointed as Chairman of Dogmersfield Parish Council for 2016/17 with immediate effect (AJC proposed, GL seconded and all were in favour)</p> <p>GB signed the Acceptance of office form and this was countersigned by the Clerk. All other councillors submitted signed Acceptance of office forms also.</p> <p><u>Election of other posts</u></p> <p>GB put forward a nomination for Alastair Clark for the post of Vice-Chair. AJC confirmed he was happy to stand again.</p> <p>It was resolved that Alastair Clark be appointed as Vice-Chairman of Dogmersfield Parish Council for 2016/17 with immediate effect (GB proposed, MR seconded and all were in favour)</p> <p>GB confirmed that following discussions with councillors other responsibilities would be allocated as listed below: All councillors were asked for affirmation of acceptance of these roles. All were in agreement.</p>	ALL



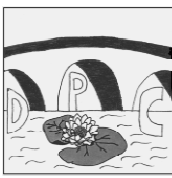
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51/16	Agenda Item 2	<p>It was resolved that the portfolios of the Councillors and responsibilities of the Clerk/RFO were to be as follows for 2016/17:</p> <p>RFO – Claire Inglis Planning – Geoff Beaven Environment – Graham Leach Footpaths & Rights of Way – Jo Thomas Highways – Alastair Clark Liaison with Other Councils and related bodies – Alastair Clark Newsletter & Communication including Website – Mike Ricketts & Claire Inglis Community Liaison – All (GB proposed, GL seconded and all were in favour).</p>	
52/16	Agenda item 3	<p><u>Declaration of interests – current agenda</u></p> <p>AJC declared an interest in the Yearend financial statement due to expenses paid to him. AJC declared an interest in the renewal of subscriptions due to his involvement with HALC.</p>	
53/16	Agenda item 4	<p><u>Public Participation</u></p> <p>GB opened public participation by providing an update on topics of general interest from the planning report.</p> <p><u>Pre-application advice meeting Schoolfield Corner 16/00708/PREAPP</u> GB confirmed that the Parish Council had had an informal pre-application discussion with the landowners of Schoolfield Corner and that notes of this meeting were available on the DPC website. Pre-application guidance has been sought and the meeting with HDC was held on 3rd May and was attended by three members of DPC (GB, AJC & GL).</p> <p>The plan put forward showed two new houses towards the front of the site either side of the existing entrance and two houses towards the rear of the site. The existing workshop at the rear of the site would be retained with all the new houses using the existing entrance as a shared drive.</p> <p>GB emphasised that at the end of the pre-app meeting it was stressed by HDC that this represented only part of a dialogue and although the Hart planning officer identified some areas of concern what was said may not represent HDC’s final conclusions. Concerns expressed included: The proposed rear houses would represent building a second row of houses inconsistent with the current linear layout of Dogmersfield where existing houses front directly onto the through highways. The possibility of building only two houses of the proposed four on the site was discussed although it was unclear how this would be viewed by the planning committee given the desire for higher density development expressed during consideration of the application to build 3 houses on the adjacent site. It was also pointed out that the Hitches Lane SANG was nearing full capacity and that future permissions could be refused unless an alternative source of SANG capacity was identified for each new application.</p> <p>It was confirmed that DPC notes of this meeting will be made available on the Parish Council website.</p> <p><u>Chatter Alley</u> At the APA DPC indicated that it had been invited to meet with Vortal to hear of the latest ideas for the development of the Fisk field site in Chatter Alley. This meeting took</p>	CI



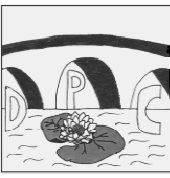
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<p>53/16</p>	<p>Agenda item 4</p>	<p>place on the 4th May and it was confirmed that DPC notes of this meeting will be made available on the Parish Council website.</p> <p>In summary Vortal explained that have a new builder is involved in this potential development, this is a newly formed company intent on building high quality and well-designed developments. The company Earls gate Properties was represented at the meeting. Their initial concept for the Fisk field is a small development of 4 new houses slightly smaller than the previous scheme but with a similar layout including shared driveways and a single entrance from the road in the same position as the existing field gate. Vortal stated that they believed that the earlier pre-application advice from HDC that permission was unlikely to be granted due to the loss of views from Chatter Alley was in error. They are therefore confident that they will be able to secure planning permission for the site.</p> <p>The only significant difference from the previous scheme is that they intend to create a second hard surface entrance to the site next to the school for use during construction. This will be leftover as a track (not a road) after the scheme is completed which could potentially provide an access route to the rear of the new houses or other areas near to the school for parking purposes. Much more work is needed before an application is submitted but they are aware of the parking/traffic problems in the area and are trying to develop some proposals that may help out.</p> <p>The Parish Councillors present highlighted the need to ensure the safety of the school children at all times during construction and of the adverse implications of the high levels of parking in Chatter Alley during the school day and especially during the school runs.</p> <p><u>Solar Farm at Hungerford Farm.</u> Planning permission has been granted for a 5 MW Solar Farm on a green field at Hungerford Farm which is adjacent to the parish boundary and that DPC has signed a Community Benefit Agreement with the developers Solstice Renewables. DPC has recently been informed that Solstice have now sold the approved scheme to a company called Anesco Ltd and construction is about to commence. We believe that all commitments made by Solstice will remain in place. DPC understand that the signage erected at the site is directing construction traffic along Pale lane towards the A323 and not through the village.</p> <p><u>Flooding</u> At the last meeting GB explained that HH were planning to address the flooding opposite the Queens Head during February but this did not take place. It is now understood that the work was postponed due to the need to close the road. The required permission has been sought and the work should now be undertaken at the end of May.</p> <p><u>Chatter Alley Sewage System</u> The ongoing problems with the Chatter Alley sewage system were raised with Thames Water at the recent meeting of the Flood Forum. The company explained that the regular pumping out was needed because clean water entering the system is overloading the pump. They have been unable to identify the source of the water and consequently could give no information about when a solution will be provided. They were pressed for a more positive response and have agreed to have a site meeting to explain how they intend to proceed. As it appears that tankers are now permanently located next to the pumping station residents have been advised to submit formal complaints to Tames Water if they are disturbed or inconvenienced.</p>	<p>CI</p> <p>CI</p>
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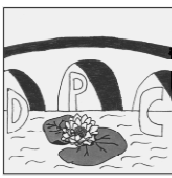
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53/16	Agenda item 4	<p>GB invited other matters to be raised from the public in attendance.</p> <p>It was asked what Vortal's attitude to the proposal was like. GB pointed out that a new developer has been brought into play and DPC have educated them about the issues that surround the site particularly the parking issue.</p> <p>Concern was raised about the properties being set back into the site overlooking the garden of the neighbouring property. This issue was raised by DPC and GB confirmed that the developer would try to minimise the intrusion through design features. GB added that the developer intends to move the right of way across the land from the left hand side to the right hand side of the site which will reduce the separation by a few feet.</p>	
54/16	Agenda item 5	<p><u>To approve the minutes of the previous meetings</u></p> <p>GB requested any additional comments on the minutes before accepting them as a true record.</p> <p>It was resolved that the minutes of the meeting held 14th March 2016 (27/16 to 39/16) be accepted as a true record and they were signed by GB. (AJC proposed, GB seconded and all were in favour).</p> <p>GB also confirmed that the Reports and commentary from the APA held 11th April 2016 had been circulated to all Councillors and any amendments had been accepted by all.</p> <p>It was resolved that the 11th April APA reports and commentary (40/16 to 49/16) were accurate and were now available on the DPC website along with the presentation slides (GB proposed, JT seconded and all were in favour).</p> <p>GB confirmed that minutes of the Schoolfield Pre-app meeting of 3rd May and Vortal meeting held 4th May will be circulated and added to the DPC website when agreed by those in attendance.</p> <p>It was agreed that the notes from the Vortal meeting will be agreed ex-committee and be made available on the DPC website.</p>	
55/16	Agenda item 6	<p><u>Matters arising from the minutes of the meeting held on 14th March 2016</u></p> <p>The outstanding action list was considered at this time with some items due for consideration as an agenda item below.</p> <p>Other actions outstanding or completed are as follows:</p> <ul style="list-style-type: none"> Election process now complete NHP grant application process progressed Wild flower seeds have been purchased and sown on PGN Final versions of speedwatch maps will be circulated Cold Calling consultation distribution lists will be circulated to councillors and completion of consultation to take place by end of May. Internal auditor appointed for 7th June The nominated Lead parish for the Lengthsman scheme is Newnham. The Clerk has been emailed a couple of times with no response received. This will be chased again. APA has taken place and all actions carried out. Schoolfield Corner meeting notes are available on DPC website NHP Steering committee details have been provided HDC Consultation deadlines were met & letter to Daryl Phillips was issued Footpath actions remain outstanding Tree work notifications were delivered and work completed Data Protection Protocol to be circulated for review for completion by September meeting 	<p>AJC CI</p> <p>CI</p> <p>CI/JT</p> <p>CI</p>



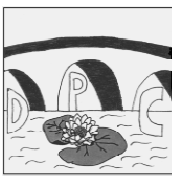
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56/16	Agenda item 7	<p><u>Finance and Regulatory Matters</u></p> <p><u>To receive and approve the year-end financial statement of account and confirm payments made prior to year end</u></p> <p>CI reported that the year-end position of DPC accounts resulted in a bank balance of £6,588.10.</p> <p>Expenditure in the year of £9,031 almost matched income of £9,036 (which included Lengthsman funding of £1,100 and a transparency grant of £398).</p> <p>Expenditure was less than budgeted mainly in budget lines Election £600 (as none was required); IT upgrade was deferred £500 (contingency not spent); maintenance work not required or deferred £1,000 (tree work, chicane project) and lower spend than budgeted on PGN £200.</p> <p>CI confirmed that the year-end payroll was completed as per HMRC deadlines and the EOY submission was completed and a P60 issued to the employee.</p> <p>The following payments were also made and are confirmed below:</p> <p>Chq no: 961 March 2016 Clerk Salary payment £397.00</p> <p>Chq no: 962 Clerk expenses re Stationery and Postage £67.90</p> <p>Chq no: 963 Church Crookham Parish Council £9 meeting room hire</p> <p>Chq no: 964 Alastair Clark £101.26 Expense claim in respect of website charges for the year</p> <p>Chq no: 965 Alastair Clark £162.86 Expense claim in respect of HDC Consultation printing expenses</p> <p>Chq no: 966 Hampshire County Council £84 re 4 DPC meetings Jan 16 to Mar 16</p> <p>It was resolved that the year-end statement of accounts 2015/16 be accepted as true and correct and payments therein listed be confirmed (GB proposed, MR seconded, AJC abstained and all others were in favour).</p> <p><u>To agree the Asset register and Note the Insurance renewal (Year 2 of 3 tie in)</u></p> <p>The Asset register was reviewed and has been updated this year to reflect that the Christmas tree lights are now all stored with the Dogmersfield Events team.</p> <p>Once again Came & Co has provided the insurance renewal via Aviva and this is the second year of a 3 year tie in. The premium this year has been set at £252.50 compared to prior year £263.16. However IPT rates have been increased by the government from 6% last year to 9.5% this year. Therefore the total premium this year including IPT is £276.49 still fractionally less than last year.</p> <p>It was resolved to accept the Asset register as correct as at 1st April 2016 (GB proposed, AJC seconded and all were in favour).</p> <p>It was resolved to accept the annual insurance renewal quote from Came & Co/ Aviva year 2 of a 3 year commitment for a renewal of £276.40 including IPT at 9.5% (GB proposed, AJC seconded and all were in favour).</p> <p><u>To confirm the Annual Audit timeline</u></p> <p>CI confirmed that this meeting requires the Annual Governance statement section 1 to be agreed and signed. This has been circulated to Councillors to consider whether they find the statements true and therefore agree to them.</p> <p>It was resolved that Annual Governance statement is approved by DPC and hereby signed by the Chairman and Clerk (AJC proposed, MR seconded and all were in favour).</p>	
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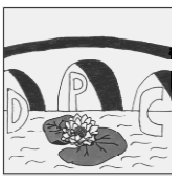
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<p>56/16</p>	<p>Agenda Item 7</p>	<p>CI confirmed that the Internal Audit is booked for 7th June The period for residents Exercise of Public Rights to view accounts commences 8th June until 19th July Accounting Statements section 2 will need to be agreed and signed off at the 13th June meeting following the internal audit Submission to BDO for external audit follows on from the June meeting but before 20th June The Publication of annual return occurs after completion of the annual review but no later than 30th Sept</p> <p>CI clarified with the internal auditor points in relation to the new audit procedures that will be in place in 2017/18.</p> <p>1) CI asked what DPC need to do in relation to the SAAA statement that- All authorities, including those under the £25K threshold, must have an appointed auditor in place in case local electors raise questions or objections to the accounts. So even an exempt authority which has opted out must appoint an external auditor by 31 December 2016. The advice is such that as DPC are opting in then we wait for the system to start to work. Nothing further needs doing at this time.</p> <p>2) CI also asked for confirmation that as a Group 3 authority that Dogmersfield will, most likely, just complete the Limited Assurance audit review exemption form annually as part of the audit process? The reply confirmed that internal audit visits will carry on as normal but that there is clarity still required on what will happen to the forms for tiny parishes other than being posted on websites.</p> <p><u>To approve the Annual VAT return for submission</u> The Annual VAT return has been completed and each transaction verified by Alastair Clark. The total claim is for £395.39 and compares to prior year submission £523.64. CI requested approval for its submission and reclaim.</p> <p>It was resolved that the Annual VAT return totalling £395.39 be accepted as correct as per review by AJC and be submitted to HMRC for reclaim (GB proposed, JT seconded and all were in favour).</p> <p><u>To discuss and authorise payment of Subscription renewals as listed below</u> CI listed the subscriptions that were due at the commencement of the financial year to confirm DPC renewal.</p> <ol style="list-style-type: none"> 1) HALC Affiliation Fees 16/17 Fee £137 [Budget £148 including 2 below] 2) NALC Affiliation Fess 16/17 Fee £15 3) Moneysoft Software Licence £72 (£60 ex VAT) [Budget £58] 4) Parish Online TBC [Budget £28] 5) CPRE Membership £36 [Budget £36] 6) HALC HR Service Subscription £180 (£150 ex VAT) [Budget £100] 7) Hampshire & IOW Wildlife Trust (HIWWT) £54 [Budget £55] 8) Data Protection TBC [Budget £35] 9) Basingstoke Canal Authority TBC [Budget £240] <p>CI alerted Councillors to the point that whilst the Subscription budget to date is not overspent the total overspend compared to budget for the above confirmed subscriptions is £56.</p> <p>It was agreed to renew subscriptions as listed including HIWWT whilst the PGN project continues and this will be subject to review year on year. The HALC HR service whilst not</p>	<p>CI</p> <p>CI</p>
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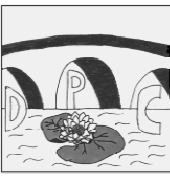
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56/16	Agenda Item 7	<p>utilised in the prior year is a valuable resource should the need arise.</p> <p>It was resolved to renew subscriptions for 2016/17, 1-9 as listed as the subscription falls due (GB proposed, GL seconded, AJC abstained and all others were in favour).</p> <p><u>To receive and approve the April month financial position, confirm and authorise any payments</u></p> <p>CI reported that the April month end shows a current balance in the bank account of £15,660.10 and the bank reconciliation has been verified to a temporary statement (this month printed from online banking due to the unavailability of the hard copy through the post). During the month of April the Annual Precept income was received totalling £9,481 the uplifted amount requested this year.</p> <p>Payments made in the month to be authorised were as listed: Chq 967 Claire Inglis April Clerk Salary reflecting Annual pay review uplift total £409</p> <p>The analysis of the month end accounts was accepted excluding the budget virement column which included prior year figures in error.</p> <p>It was resolved that the statement of accounts to 30th April 2016 subject to the amendment to the budget virement column be accepted as true and correct and payments therein listed be authorised (GB proposed, MR seconded and all were in favour).</p> <p>Payments due in the month for approval include the following: May Clerk Salary £409.00 (due 20th month) Clerk expenses £91.35 (includes travel to website workshop/ Seeds for PGN) CPT for April visit £75 Auriol Wines from APA £63.43 Came & Co. Insurance renewal £276.49 Lotus Landscapes Tree works £1,070.40 HALC 2016/17 Affiliation fee £137 HALC NALC Levy 2016/17 £15 Moneysoft Software Licence £72 CPRE subscription £36 HALC HR Service 2016/17 180 HIWWT subscription £54</p> <p>It was resolved to authorise the 12 payments listed above (GB proposed, GL seconded and all were in favour).</p>	<p>CI</p> <p>CI</p> <p>CI</p>
57/16	Agenda Item 8	<p><u>Parish Council Documents</u></p> <p>To agree and adopt the following:</p> <p>Standing Orders – It was agreed that clarification was required to ensure that the correct version of the standing orders were adopted. CI will review the two versions in circulation and establish the correct one to adopt. This will be resolved at the June meeting.</p> <p>Financial Regulations – It was agreed that the Financial Regulations should be further reviewed before formal adoption this year to determine the appropriate authorisation levels for expenditure to correctly reflect how DPC operate. Discussions included the continued inclusion of the high value parameters for the tender process. AJC concluded that whilst the legal limits set by Government and EU should remain the extent of any reasonable limits for DPC could be reviewed. This would be resolved at the June meeting.</p>	<p>CI</p> <p>CI</p>



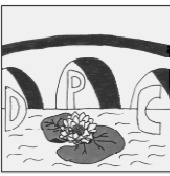
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57/16	Agenda Item 8	<p>Planning Protocol – GB confirmed that the planning protocol correctly reflects current practice.</p> <p>Risk Register – CI confirmed that the Risk Register as circulated is a document which correctly reflects the current risks to be assessed in the Parish. A review will be scheduled for November.</p> <p>Communication Protocol – CI had drafted and circulated the Communication protocol which reflects how DPC communicates with the local and wider community. It was agreed that this document would be adopted and included in documents on the website.</p> <p>Standard Council Contract Appointment paperwork – CI had circulated the current Terms & Conditions of contract document and the new Purchase order which it is proposed will be used to confirm any contracted work in future. GL requested minor changes to the T&C's to reflect that contractors are required to provide evidence of Public liability insurance and that they accept the liability of third party damage.</p> <p>It was resolved to adopt the Planning Protocol 2016, Risk Register 2016, Communication Protocol 2016 and the Standard Council Contract Appointment paperwork (subject to the changes discussed in the T&C's) (GB proposed, GL seconded and all were in favour).</p> <p>Draft Neighbourhood Plan Steering Group TORs – GB confirmed that the steering group has been established and Terms of Reference for how the group will operate have been drafted as per best practice. These have been circulated and will be taken to the first formal meeting of the steering group who will be invited to accept them at which point they will be brought to a DPC meeting for formal adoption.</p> <p>Data Protection Protocol – CI confirmed that a data protection protocol has been drafted and it has been agreed that the scope for the protocol should be determined and establish the information that needs to be included relevant to DPC. This work will be concluded for adoption at a future DPC meeting.</p>	<p>CI</p> <p>GB</p> <p>CI</p>
58/16	Agenda Item 9	<p>Other Urgent Matters</p> <p>Planning</p> <p><u>Report on current planning applications and confirmation of Parish Council responses</u></p> <p>15/02401/FUL Church Lane 3 dwellings – GB referred to the last meeting where there was some discussion about the potential benefits to residents resulting from the conditions attached to the approval of this application. Action 33/16 from the last meeting tasked GB to clarify this situation.</p> <p>A key statement comes from Hart Planning Department's report to the full HDC when they sought endorsement of the Planning Committee's recommendation to grant permission for the scheme. This reads: <i>'There is a relevant scheme as listed in the Hart Transport statement adopted in April 2014. HDC 0116 South West of Fleet, Church Lane/Pilcot Road junction. Improve junction visibility by public house and investigating footway link across pub green for link to Dogmersfield School.'</i></p> <p>A grampian style condition was included to cover this.</p> <p>The only relevant planning condition reads: <i>'No development shall take place on site until details of a scheme to ensure the proposal</i></p>	



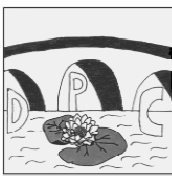
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58/16	Agenda Item 9	<p><i>benefits from sustainable transport initiatives have been submitted to and approved by the Local Planning Authority. The scheme shall include phasing provisions off site facilities and development shall take place in accordance with these provisions.'</i></p> <p>It is not clear whether the condition is linked to the recommendation and it will be interesting to hear how the developer intends to satisfy the condition.</p> <p>GB added that the quoted proposal from Hart's Transport Statement has been around for several years and it is drawn from a Hampshire Council document for as far back as 2011. The full proposal includes a caveat about a need for discussion with the Parish Council which as far as DPC is aware have never taken place. AJC has spoken to HDC about the proposal and they are unclear what it covers and they have suggested they will seek clarification.</p> <p>GB recalls HCC have completed the proposed feasibility study of a footpath extension into Dogmersfield which concluded that it would not be cost effective due to the high cost of providing a river crossing and the compulsory purchase of land that would be needed. In summary therefore we should expect some proposal from the developer which may for example include improving sight lines at the junction behind the pub or in front.</p> <p><u>Planning Report</u></p> <p>16/00121/HOU Old Parsonage – This application has been discussed at previous meetings. The Parish Council concluded that it should object as the scale of the redevelopment of the existing garage into a dance studio would create a near stand-alone habitable dwelling. An objection to this effect was submitted. The Hart Conservation Officer raised similar objections to the scale and design of the proposed redevelopment given its close proximity to the existing Grade 2 listed building. It is now apparent that amended plans have been submitted that scale back the proposed changes and remove most of the design features of concern. The Parish Council has not been asked to comment on the amended plans but as most of our concerns have been addressed this is not of major consequence.</p> <p>16/00167 Sprats Hatch Farm – This is a new application for a single storey extension which was supported by the Parish Council. Permission has now been granted by HDC.</p> <p>16/00321/FUL Pilcot Farm – This application to add some antenna to an existing mobile phone mast located near Hitches Lane has been granted by HDC.</p> <p>16/00326/CA Pilcot Mill – HDC have not objected to this application for some tree works.</p> <p>16/00344/CA Red Cottages – HDC have not objected to this application for some tree works.</p> <p>16/00179/FUL Penarth Stud – DPC were notified about this application although in Odiham as we are a neighbouring parish. It seeks to demolish an existing bungalow and erect a four bedroom house. Permission has been granted.</p> <p>16/00425/NMMA Hungerford Farm – This application seeks to change the design details of the approved solar farm substation. Permission has been granted.</p> <p>16/00432/PDEL Chatter Alley – HDC have not objected to this notification about a mobile phone installation in Gunners Copse towards Winchfield Court.</p>
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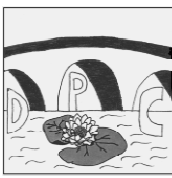
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<p>58/16</p>	<p>Agenda Item 9</p>	<p>16/00521/CA Pilcot Green – HDC have not objected to this application for tree works on Pilcot Green which have been carried out.</p> <p>16/00628/HOU & 16/00629/LBC Old Parsonage – This is a new application for an extension to the existing house and it is unclear why it has been registered twice. The proposal adds to an existing extension. It is unlikely to impact the neighbouring property and will be barely visible from the highway. DPC has submitted no objections. The HDC Conservation Officer has similarly not objected.</p> <p>16/00606/REM Hatchwood Cottage – About 12 months ago outline permission was granted for development of 35 new houses on a greenfield site to the left hand side of the highway as you enter Odiham from the A287. This application submits a finalised layout plan and design details. DPC became aware that some aspects were proving to be controversial locally and hence it was examined to check that there were no significant implications for Dogmersfield parish. It is unlikely that there will be a response from DPC.</p> <p>16/00670/PREAPP Ormersfield Lodge – This application seeks pre-app guidance about a proposal to erect new stabling to the right hand side of Ormersfield Lane. HDC have indicated that they have no issues with the proposal in a heavily caveated response. No consultation was allowed and DPC will await a full application before considering its response.</p> <p>16/00648/FUL Pilcot Hill – This application proposed a new field entrance on the right hand side of Pilcot Hill as you leave Dogmersfield towards Crookham Village. As there is already an adequate entrance to this field off the private road to Brook Meadow Farm DPC has objected as the proposed new entrance will be an unnecessary visual intrusion into a highlighted feature of the Dogmersfield Conservation Area. Crookham Village Parish Council also objected for similar reasons.</p> <p>16/00708/PREAPP Schoolfield Corner – See Public participation above.</p> <p>16/00756/PREAPP Peasmoor House - This application seeks pre application guidance on a proposal to construct a tennis court in the garden of this property which is the end house in Ormersfield Lane. HDC have responded indicating that according to their records the proposed location is outside the garden of the previous small cottage in this location. As the proposed tennis court will therefore be located in the country side they have no policies that will allow approval. This response reflects their refusal of a tennis court in Sprats Hatch Lane which was upheld on appeal.</p> <p>16/00857/EIA Pale Lane Farm – This application seeks approval to the scope of the Environmental Impact assessment for the construction of 700 houses to the west of the A323 straddling Pale Lane. Should it proceed this will be a major strategic development to the north of Fleet. DPC were not invited to comment but has responded requesting that the potential impact on the Dogmersfield Conservation Area be included.</p> <p>Chatter Alley - See Public participation above.</p> <p>Solar Farm at Hungerford Farm - See Public participation above.</p> <p><u>Update on NHP Steering Group</u></p> <p>GB confirmed that as previously announced at the APA 5 residents had agreed to form</p>	
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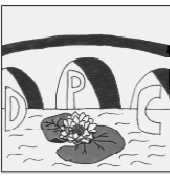
DOGMERSFIELD PARISH COUNCIL

<p>58/16</p>	<p>Agenda Item 9</p>	<p>the Neighbourhood Plan Steering Group together with at least one representative of the Parish Council. At the time GB also indicated that there could be one further person joining the group and GB confirmed that Lorraine Fulbrook is the sixth resident.</p> <p>Although the group has had an informal get together all formal meetings of the NHPSG will be held in public and it is anticipated that at the inaugural meeting the draft Terms of reference will be adopted.</p> <p>GB identified the keys points from the TORs:</p> <ul style="list-style-type: none"> • The NHPSG will work closely with DPC • Formal meetings will be in public • Formal records of decisions at meetings will be made recorded • Progress will be regularly reported to DPC <p>Work is already underway to analyse the results of the questionnaire that residents filled in during last Autumn with a view to drawing up a vision for Dogmersfield in the future with associated and objectives. The community will be consulted about the outcome of this activity. Discussions have also been held with potential consultants to support the process. A subsequent costed proposal should provide sufficient the information to finalise a project plan and to complete an application for grant funding.</p> <p>GB confirmed that he would provide a completed draft application form (already partly populated with information provided by a consultant) for the initial stage of a grant application. GB will make this available to CI who should then submit the form to initiate the grant process.</p> <p>AJC also requested that clarification was sought on what funding is available from HDC although GB believed that this was used to fund their input into the process such as referendum costs.</p> <p><u>Environment</u></p> <p><u>To confirm dates for Goslings to carry out first of two verge clearance works</u> It was agreed to book Goslings to carry out the first part of the quoted works for verge clearance through the village either week commencing 23rd or 30th May. This will ensure that the village is looking tidy in advance of the Summer Party booked for 12th June. CI will issue a purchase order for the work to specify which areas are to be covered by this first visit.</p> <p><u>To agree dates for Community Payback Team visits and tasks to be carried out</u> The CPT is currently booked for 2 further visits on 20th May and 24th June. Councillor GB confirmed he can cover the May visit. It was agreed that work trimming the hedge to PGN would be completed in time for the flower show. GB also planned to stake the bridge in the area so that it does not get dislodged when the water levels rise in the area and pulling of Balsam regrowth. The next visit in June may look at the school footpath continuing the reparation works and GB or CI would liaise on obtaining bark chippings. It was agreed that there is enough work to warrant a further visit in July as this could be used to visit the Chalky Lane end of the village for a tidy up. It was agreed that a notional amount of money for materials to assist in these tasks should be approved.</p> <p>It was resolved to purchase materials as required to support village maintenance work up to the value of £15 (GB proposed, JT seconded and all were in favour).</p> <p><u>To agree how to proceed on Chicane project work</u> CI explained the difficulty that she has had in confirming this work package with the</p>	<p>GB/CI</p> <p>CI</p> <p>CI</p> <p>CI/GB</p>
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DOGMERSFIELD PARISH COUNCIL

58/16	Agenda Item 9	<p>contractor due to the licence application to operate on a highway. The contractor does not have the required NWSRA accreditation and this would cost them the equivalent price of the works to put this in place. CI has contacted James Holt to confirm that this is required and if so requested a list of preferred contractors. Despite chasing emails CI has had no reply. GB suggested he may have another email address for JH which he will forward to CI.</p> <p><u>Update on any environmental issues to include PGN management and grant funding</u> CI and JT agreed to commence putting together a proposal for footpath projects around the parish which can be brought to council to discuss with potential funding streams such as grants. This will be a future agenda item.</p> <p>Highways GB reported on the incident over the Pilcot Bridge where a car travelling at speed crashed through the wooden fence adjacent to the Barracks property and damaged the hedges. The driver absconded abandoning the car. A police chase ensued including the use of the dog unit. The culprit was caught on CCTV cameras trying to escape along the river under the bridge. The resident has commenced an insurance claim for the damage caused against the driver.</p> <p>No other issues to report at this time.</p>	CI CI									
59/16	Agenda item 10	<p><u>Other matters to report</u></p> <p>Community Liaison – Speedwatch final versions of maps to be circulated</p> <p>Training – CI reported that JT can no longer make the Planning enforcement training on 27th July. AJC still plans to attend. The cost of £120 per parish council (not individual) requires authorisation. Lunch is additional at £5 per head. It was agreed that for one attendee this was expensive. GB may be able to attend and the two places should at this time be retained.</p> <p>Website – CI requires assistance from AJC to uplift the new website pages to complete the transparency compliance work. CI will liaise with AJC on this. CI will work with MR to put forward a cost/benefit proposal for a new look website to potentially include a demonstration at a future meeting.</p> <p>Newsletter – CI will liaise with MR on the content of the upcoming newsletter and submit submission requests as relevant. It was agreed to meet with a deadline to distribute the newsletter prior to the Flower show in the summer so that the event can be promoted.</p>	GB CI CI/AJC CI/MR CI/MR									
60/16	Agenda Item 11	<p><u>Crime and Disorder Act, section 17</u></p> <p>No matters to discuss.</p>										
61/16	Agenda item 12	<p><u>Dates of future meetings</u></p> <table border="1" data-bbox="312 1850 1394 1964"> <tr> <td>June 13th</td> <td>July 11th</td> <td>September 12th</td> </tr> <tr> <td>October 10th</td> <td>November 14th</td> <td>December 12th</td> </tr> <tr> <td>January 9th</td> <td>February 13th</td> <td>March 13th</td> </tr> </table>	June 13 th	July 11 th	September 12 th	October 10 th	November 14 th	December 12 th	January 9 th	February 13 th	March 13 th	
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62/16	Agenda item 13	<p><u>Information Sharing</u></p> <p>A report from County Councillor Jonathan Glen was received and will be appended to the</p>										



DOGMERSFIELD PARISH COUNCIL

		minutes on the DPC website.	
		The meeting closed at 9.34pm	

Signed.....
Chairman

Date.....