**Minutes of the Council Meeting**

**held at Dogmersfield Primary School**

**11 April 2022 at 7.30 p.m.**

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| **Councillors** | **In Attendance** | **Apologies** | **Absent** |
| Cllr Graham Chisnall (Chair) | P |  |  |
| Cllr Anne Fillis (Vice-chair) | P |  |  |
| Cllr Graham Leach |  | Yes |  |
| Cllr Sarah Miles | P |  |  |
| Cllr Rob Molloy |  | Yes |  |

**Clerk:** **Claire Inglis (Temporary Clerk)**

**In attendance:**

HDC Cllrs Crookes  
7 members of the public

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|  |  | **Action** |
| 22/60 | **Welcome and apologies for absence**  Apologies were received from HDC Cllr Dorn and HDC Cllr Kennet. |  |
| 22/61 | **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**  None received |  |
| 22/62 | **To approve the minutes of the council meeting of 14 March**  **IT WAS RESOLVED to approve the minutes of 14 March as an accurate record of the meeting.**  **Proposed GC, Seconded AF, all in favour.** |  |
| 22/63 | **Matters arising from the minutes**  All actions complete except:   * 22/13 Pass information on Farnborough Airport to the HCC cabinet member for transport – HCC Cllr Davies * 22/17 Investigate why the verges have been cut at this time of year - HCC Cllr Davies * 22/32 Investigate what can be done about parking on verges by the Queen’s Head – Cllr Miles has meeting planned for Thursday 14th * 22/52 Rescheduled date of meeting between DPC, CVPC and developers to be held in May (Leach) | **Davies  Davies**  **Miles**  **Leach** |
| 22/64 | **Announcements from the Chairman and Clerk**  The Chairman gave his heartfelt thanks and appreciation to Cllr Ken Crookes for his service and he has been a great friend to the parish council. He was wished a happy and healthy retirement.  The Clerk reported on the reopening of Bagwell Lane following the installation of the new water main. Testing of the final pipe will take place in approx. January 2023. In the meantime, the work continues in Winchfield Road, known locally as Station Road where the road closure has commenced. For up-to-date information visit the South East Water website. |  |
| 22/65 | **County and district councillor’s reports**  Cllr Crookes reported that electioneering is taking place in every ward with 11 councillor position being contested, one third of the total. |  |
| 22/66 | **Representations by the public**  One member of the public voiced support for the planning proposal at Pilcot Mill providing a safe place to exercise horses.  Another member of the public requested an update in relation to location of planted trees. Cllrs AF and GC confirmed that this information would not be made public due to some planting taking place on private property and confirmed that the project was fully discussed at previous meetings in the public domain. |  |
| 22/67 | **To appoint temporary Clerk and agree recruitment process for replacement Clerk**  **It was resolved to confirm the appointment of Claire Inglis as temporary locum on an hourly rate basis of £25 per hour.**  **Proposed GC, Seconded AF, all in favour.**  Claire was thanked for stepping in at short notice to assist the April meeting and getting up to speed.  Clerk vacancy has been advertised on the website and notified to HALC. A flyer will also be posted to the noticeboards with a closing date of 15th April. One application has been received and the applicant has met with Cllrs Chisnall, Fillis and Leach.  **It was resolved to appoint Cllrs GC, AF and SM as recruitment panel and give delegated authority to approve the appointment following the recruitment process.**  **Proposed GC, Seconded SM, all in favour.** |  |
| 22/68 | **To consider the council’s response to current planning applications**   1. 22/00483/HOU. Rushy House, Chatter Alley. Removal of French Doors and insertion of new patio doors to rear elevation.   **It was resolved to recommend the response “Dogmersfield Parish Council submit a response of No Objection”**  **Proposed GC, Seconded SM, all in favour.**   1. 22/00013/FUL. Pilcot Mill, Pilcot Hill. Change of use of land surrounding the menage to equestrian purposes and formation of horse walker and horse exercise track.   **It was resolved to recommend the response “Dogmersfield Parish Council submit a response of No Objection but recommend the following conditions:**  **1. The facilities should be for Private use as per the Planning Statement (paragraph 1.2), and should not be used to run a business as this could lead to increased traffic flows.**  **2. There should be additional planting of substantial trees and hedgerows to integrate the Horse Walker and the Exercise Track into the landscape and screen installations from the rear gardens of the houses on Church Lane. This will also maintain the privacy of the gardens and reduce any noise from the Horse walker. (DNP 1 and DNP6). A planting plan should be submitted for approval prior to any construction.**  **3. All mature trees and hedgerows must be maintained. (DNP8).**  **Proposed GC, Seconded AF, all in favour.** |  |
| 22/69 | **To update members on any new planning consultations, appeals and enforcements**  Cllr Leach via a report also updated as follows:   * The Hart case office had set up a meeting between the developers, Crookham Village PC and Dogmersfield PC for 8 April. He could not make that date and would ask it is to be rescheduled for May. * Pond House appeal – Cllr Leach confirmed that the objections previously submitted were reiterated to planning. * Cllr Leach has implemented the procedure to carry out a search for tree works on the parish. * Cllr Leach to monitor Rye Common battery farm planning application   Query was raised over the Rabbit farm enforcement issue. A follow up will be investigated. |  |
| 22/70 | **Finance & Regulatory Matters** |  |
| 1. | **To note the bank reconciliations**  Temp Clerk has completed the bank recs within the Easy PC accounts and can confirm balance on:   * Unity Trust £15,045.90 * Lloyds credit card statement not yet received (£18.98) * Hampshire Trust £28,029.60 No bank statement at year end * Clerk has also confirmed EOY Vat return to be submitted and just needs to confirm submission method   Bank statements will be approved upon receipt of all current statements. |  |
| 2. | **To authorise payments**  Lengthsman invoice hire of digger £156 is to be queried before confirmation to pay.  Clerk has confirmed Lengthsman invoice for man hours has been sent direct to administrator of scheme for payment. |  |
|  | **To confirm and approve Actual vs Budget for Year ended 31st March 2023**  Clerk provided a report of Actual vs Budget for the full year from information within accounts system Easy PC accounts having completed the bank reconciliations.  Budget expenditure £21,248 vs Actual £16,819 therefore variance £4429 favourable.  Budget income £12,100 vs Actual £13,275 therefore variance £1,175 favourable. Due to HT interest received and HCC grant awarded.  Clerk has listed queries to be discussed to understand cost profile going forward for potential new Clerk and support required and enable the year end to be processed. |  |
| 4. | **To agree to appoint internal auditor and confirm exemption from AGAR**  Clerk has made contact with Tim Light of Lightatouch, prior year internal auditor to confirm that he can perform the year end review.  **It was resolved to appoint Lightatouch to carry out the internal audit for year ended 2021/22 at a fee of £250.**  **Proposed GC, Seconded AF, all in favour.**  Dogmersfield PC confirms that total gross income or total gross expenditure did not exceed £25,000 so can therefore complete the Certificate of Exemption for financial year 2021/22 and on this basis will proceed to complete the relevant paperwork as required. |  |
| 22/71 | **Correspondence received**  Cllr Chisnall had received information on speed control devices but not too dissimilar to those under consideration. |  |
| 22/72 | **Information sharing**  New Highways signs will be installed within the coming months but await confirmation of dates.  Road sign appears to have been knocked into by a vehicle on Chalky Lane – Cllr Miles would report to HCC. |  |
| 22/73 | **Date of next meeting**  The next meeting is the Annual meeting to be held on Monday 9th May.  Await announcement of Annual Parish Assembly. |  |

The Chairman closed the meeting at 20:07

Signed:

Date:

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| **Abbreviation** | **In place of** | **Abbreviation** | **In place of** |
| APA | Annual Parish Assembly | HDC | Hart District Council |
| CBF | Community Benefit Fund | NALC | National Association of Local Councils |
| CIL | Community Infrastructure Levy | NPPF | National Planning Policy Framework |
| DNP | Dogmersfield Neighbourhood Plan | PCC | Police and Crime Commissioner |
| DPC | Dogmersfield Parish Council | TBHSPA | Thames Valley Heaths Special Protection Area |
| FOAS | Friends of All Saints Church | SANG | Suitable Alternative Natural Greenspace |
| HALC | Hampshire Association of Local Councils | SID | Speed Indication Device |
| HCC | Hampshire County Council |  |  |