**Minutes of the Meeting**

**held at Dogmersfield Primary School**

**18th July 2022 at 7.30 p.m.**

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| **Councillors** | **In Attendance** |
| Cllr Graham Chisnall (Chair) | No |
| Cllr Anne Fillis (Vice-chair) | Yes |
| Cllr Graham Leach | Yes |
| Cllr Sarah Miles | Yes |
| Cllr Rob Molloy | Yes |

**Clerk: Claire Inglis**

**In attendance:**

7 members of the public

County Councillor Tim Davies arrived as the meeting was closing

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| 22/115 | **Welcome and apologies for absence**  Cllr Chisnall  Also HCC Cllr Davies |
| 22/116 | **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**  None received |
| 22/117 | **To approve the minutes of the Annual meeting of 13th June 2022**  **It was resolved to accept the minutes of the meeting subject to amendments advised by Cllr Fillis held on 13th June 2022 as an accurate record of the meeting.**  **Proposed SM, Seconded RM, all in favour.** |
| 22/118 | **To review matters arising from previous meetings**  Outstanding matters related to:  Payments to be made – Payroll payments remain outstanding  Cllr FIllis await reply relating to S106 fund release from HDC  APA slides to add to website – Cllr Molloy  Ongoing policy review to be completed  Quotes have been obtained by school once reviewed by school will share with DPC for discussion with planning department; Clerk will share info re licence to move noticeboard.  Clerk await letter of appointment from solicitor re Pilcot Green South.  Seek conservation area review – Cllr Leach  Cllr Miles to discuss unofficial layby with Four Seasons manager  Clerk to seek handyman to repair/ refurbish noticeboards and quote for replacement.  Cllr Davies to update in September following upcoming meetings on Farnborough airport issues and verge strimming. |
| 22/119 | **Announcements from the Chairman and Clerk**  There were no announcements. |
| 22/120 | **County and district councillor’s reports**  Highlights from HCC Cllr Davies report included:  Hedge on Chatter Alley before Barley Mow has been cut  Basingstoke Canal water levels very low – It was agreed to email support for concerns raised by Odiham Parish Council.  Parking issue at Canal Bridge concerns raised – cars parked possibly belong to angling club members – Cllr Miles to write to club. |
| 22/121 | **Public Session**  Resident asked if more could be done to improve sight lines at Pilcot Bridge – It was agreed to confirm how many Lengthsman hours remain outstanding.  It was confirmed that white lines will be added to the bridge to create a narrow single track crossing with space for pedestrians to walk over. |
| 22/122 | **To receive and adopt DPC policies and documents**  Review of risk register as updated July 2022  **It was resolved to approve the Risk Register 2022 subject to amendments made**  **Proposed GL, Seconded RM, all in favour.**  CBF Terms of Reference as reviewed July 2022  **It was resolved to approve the CBF Terms of Reference 2022 subject to the amendments and DPC logo to be added to document**  **Proposed SM, Seconded GL, all in favour.**    Communication Protocol as updated July 2022  **It was resolved to approve the Communication Protocol 2022 subject to the amendments made and DPC logo to be added to document.**  **Proposed RM, Seconded SM, all in favour.** |
| 22/123 | **Clerk appointment**  To receive an update on the recruitment process    Clerk vacancy advert on website closing date has been updated to reflect closing date of 25th July. Any candidates will then be interviewed by the recruitment panel to include Chair, one other councillor depending on availability and temporary clerk and then with delegated authority to appoint subject to agreement by councillors to ratified at next meeting in September. |
| 22/124 | **Community Benefit Fund - Footpaths**  To receive and approve works to footpaths as per agreed scope of CBF and update on other CBF projects    Cllr Fillis updated that progress has been made on footpath improvements as one of the main projects recommended by the CBF committee. Foot path relating to walk 9 on the walks leaflets is now being considered for improvements as there are large stretches where it gets very muddy and boggy in Autumn and Winter.  A quote has been provided £2,510 plus VAT to carry out the necessary works along an 82 meter stretch. Support and grants will be sought after to reduce the cost to the CBF account.  Whilst comfortable with the quote it was agreed to seek additional quotes to compare and then agree a contractor to move forward with.  **It was resolved to see additional quotes and agree by consensus which contractor to advance with and appoint to be ratified at the September meeting, quote no greater than £2,510 before VAT.**  **Proposed GL, Seconded SM, all in favour.** |
| 22/125 | **To consider the council’s response to current planning applications including update on tree work applications**  No new tree applications to consider.  Cllr Leach detailed application 22/01345/HOU Meadows - Erection of part single and part two storey side/front extension, single storey rear extension, erection of open porch, extension to drive and alterations to existing access.  **It was resolved to submit NO Objection with same comments as per previous application 22/00110/ HOU**   * **Conform to DNP11.** * **No increase in size of access.** * **No road parking during construction** * **Use of indigenous hedging**   **Proposed GL, Seconded AF, all in favour.** |
| 22/126 | **To update members on any new planning consultations, appeals and enforcements**  Plough Farm - Planning Permission Granted  Pilcot Mill -Environmental agency added 2 conditions relating to protection against flooding.  (30 Jun 22)  Land north of Coxmoor Wood -Further investigation required by DPC.  Netherhouse (Hareshill) – Hart DC have note issued a decision yet due to further work required to improve parking within development to support “social cohesion” as a result of the impact of lack of parking at Edenbrook.  Cllr Leach will write up summary of meeting with HDC for the record. |
| 22/127 | **To discuss implementation of yellow lines in centre of village**  Cllrs discussed the possible implementation of yellow lines in the centre of the village.  Background:  Cllr Miles met with HDC parking officer to discuss options for improving safety at key junctions in the centre of the village namely on the corner of Highway Cottage along Chatter Alley, and around the Queens Head.  A proposal has been put forward by HDC which is an all or nothing proposal as short distances of yellow lines at the particular locations are not possible.  Cllrs put forward their views:  Cllr Leach – whilst concerned about the impact on the businesses Queens Head and J&J Motors, on balance would seek to implement lines.  Cllr Molloy – would not want to impact business J&J Motors but would welcome yellow lines from the junction of Chatter Alley with Church Lane.  Cllr Miles – was hoping to achieve a short stretch from Highways cottage on the bend towards J&J and behind the pub but the outcome from the parking officer is not ideal as this will cause considerable displacement of parking in the village. Greatest desire is to protect the junction.  Cllr Fillis – voiced her mixed feelings on the matter and would only want to proceed based on the soundings of residents and businesses. Ideally engaging with businesses in the first instance.  **It was resolved to approach ALL businesses in Dogmersfield to invite to a meeting to discuss the issue of yellow lines and parking within the centre of the village to include the school.**  **Proposed AF, Seconded RM,** **all in favour.** |
| 22/128 | **Finance & Regulatory Matters**  To consider financial & regulatory matters and approve monthly accounts and payments  Clerk confirms that Notice of public rights was displayed on noticeboards and website as required  Further the Certificate of Exemption was submitted to PKF Littlejohn (external auditors)    Balances on bank accounts:  Annual statement received from Hampshire Trust bank where the CBF fund is held – 2021 transactions to be reimbursed to DPC Unity Trust account.  Balance as at 20th June 2022 £28,099.73 - Interest earned £70.08  Balance on Unity Trust account as at 30th June £27,626.29 transaction in month  £61.73 payment of Lloyds bank card  £18 Unity service charge  Lloyds Commercial Card balance to be confirmed by Graham Chisnall logon to Lloyds account    Payments successfully transacted in July as per authorisation at June meeting were:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Organisation** | **Paying** | **Amount** | **Payee** | **Acknowledged receipt** | | Fair Account | Audit Fees | £250 | P Reynolds | Yes | | Rob Molloy | Exps | £53.50 | Rob Molloy | Yes | | HALC | Affiliation Fees | £199.08 | Hampshire Association of Local Councils Ltd |  | | HALC | LCPD Fees | £198.00 | Hampshire Association of Local Councils Ltd |  | | Gallagher Group | Insurance | £686.64 | AJGIBL GBP Client NST Account | Yes | | FOAS | Grant to Jubilee event | £250 | Friends of All Saints Dogmersfield | Yes |     Payments still to be transacted already approved:  1) Clerk Salary £475 22/92 minute ref April hours 19  N.B. gross to be paid net of NI and Tax which will be payable to HMRC as appropriate Payable to Claire Inglis / HMRC  2) Clerk expenses Auriol Wines paid personal card £47.70 APA refreshments  3) Clerk Salary £837.50 May hours 33.5 (includes 2 meetings)  N.B. gross to be paid net of NI and Tax which will be payable to HMRC as appropriate Payable to Claire Inglis / HMRC    Payments due for approval July 2022   1. Brandtastic Limited – printing of walks leaflets £231.00 2. UK2 – email forwarding dogmersfieldparish.co.uk £20.39 3. Parish Online – Annual subscription £36.00 4. Netwise UK – Annual website hosting dogmersfield-pc.gov.uk website £360.00 5. Hampshire County Council – Annual Canal contribution £240.00 6. Clerk salary June 19 hours £475   N.B. gross to be paid net of NI and Tax which will be payable to HMRC as appropriate Payable to Claire Inglis / HMRC  **It was resolved to approve payments 1 – 6 as listed above**  **Proposed SM, Seconded AF, all in favour.** |
| 22/129 | **Correspondence received**  None received |
| 22/111 | **Information sharing**  HDAPTC minutes will be circulated but the meeting was not quorate in the end.  Temporary traffic light issues were reported over weekend but it was established that reports would not be picked up over weekend. Issue still remained on Monday evening.  A287 new roundabout at Redfields Lane – work had been delayed due to unexpected discovery of a water main. Work has resumed with some delays inevitable to completion.  Distribution depot planning application adjacent to M3 Lodge Farm to be monitored as this may have significant impact on traffic. |
| 22/112 | **Dates of next meetings 2022**  September meeting To Be Confirmed  Meeting closed at 8.51pm |

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 |
| DPC | Dogmersfield Parish Council | TBHSPA | Thames Valley Heaths Special Protection Area |
| HALC | Hampshire Association of Local Councils | SANG | Suitable Alternative Natural Greenspace |
| HCC | Hampshire County Council |  |  |