**Minutes of the Meeting**

**held at Dogmersfield Primary School**

**17th April 2023 at 7.30 p.m.**

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

**Clerk: Sam Rowe**

**In attendance:**

4 members of the public

District County councillor John Hale

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| 23/204 | **Welcome and apologies for absence**    Councillor Graham Leach sent his apologies.  District Country councillor Chris Dorn sent his apologies |
| 23/205 | **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**  Cllr Miles declared an interest in a planning application for Janes Cottage and Pond House. |
| 23/206 | **To approve the minutes of the council meeting of 13th March and 6th April 2023**  **Minutes of the meeting held 13th March 2023 were approved as a true record of the meeting.**  **Proposed GC, Seconded SM, all in favour.**  **Minutes of the extraordinary meeting held 6th April 2023 were approved as a true record of the meeting.**  **Proposed GC, Seconded AF, 1 in favour, 1 ab-stained** |
| 23/207 | **To review matters arising from previous meetings**     * Cllr Fillis await reply relating to S106 fund release from HDC – Clerk has a training meeting with Claire to help with this on the 20th April and will report back at the May meeting. * To chase the lawyers about the land registry search for Pilcot green. - clerk to action |
| 23/208 | **Announcements from the Chairman (and Clerk)**  APA meeting is on the 25th of April starting at 7.30pm.  The Chair was very pleased with a good turnout of residents for the extraordinary meeting held on the 6th of April to discuss the change of use in land at Plough farm. 56 objections have been raised so far.  The chair continues to chase Thames water sewage as they had originally agreed a tanker would clear up the sewage overspill after heavy rain, this is not happening as agreed.  Thames water are discussing with the risk panel this month and the chair will get the feedback.  DPC will need to think on how to take this further to get action. |
| 23/209 | **County and district councillor’s reports**  District County councillor John Hale shared his frustrations about the sewage overspill and will write as well expressing how disappointed the community are with the action taken so far.  A message from District councillor Chris Dorn – He has escalated the yellow lines but is a yet to receive a response.  Please can DPC communicate the need for photo ID on polling day. To remind residents that ID such as a passport, driver licence or bus pass is needed to vote. |
| 23/210 | **Public Session**  To look to see if the SID could be moved to the end of Chalky Lane, just over the brow of the lane. As there are concerns that a few accidents have happened there.  Cllr Miles advised that they are not allowed to put the pole there as the SID must be 200m in line of sign for 40mph and 100 meters in line of sight for 30mph. The brow of the lane does not meet these rules.  Cllr Miles will give more of a detailed report on the SID at the APA meeting on the 25th of April.  Concerns of Blocked Culvert by Rectory Cottage. Councillor Miles has raised this on the Hart portal. |
| 23/211 | **To agree to appoint internal auditor and confirm exemption from AGAR**  Clerk has contacted Paul Reynolds at Lightatouch, prior year internal auditor to confirm that he can perform the year-end review. DPD would like to use Paul Reynolds for 3 years. Clerk to check if this is the 3rd year.  Cost is £275 and booked in to do the internal audit on 23rd May  **It was resolved to appoint Lightatouch to carry out the internal audit for year ended 2022/23 at a fee of £275**  **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 2022/23 and on this basis will proceed to complete the relevant paperwork as required.  **Proposed GC, Seconded AF, all in favour.** |
| 23/212 | **To consider the council’s response to current planning applications including update on tree work applications.**  Status of ongoing applications.   * **Jane’s Barn** – DPC reinforced its objection on November 2022 objecting to Conversion of existing storage barn into two self-catering holiday lets.   DPD objected, awaiting decision, Determination deadline 28 April 2023. Updates to the plans clarifying the site boundaries and drainage submitted. DPC reinforced their objection on 20 March 2023.   * Additional **SANG**, Land to the West of Hitches Lane - Grove Farm (Crookham Village PC). Change of use of land from agriculture to an extension to Grove Farm SANG (amended site location plan) DPC emphasized the need for landscaping to respect local views, more trees to provide screening and access to existing public footpaths at south of the site.   No objection in principle awaiting decision.   * **Coxmoor wood -** The full application was publicized on 17 April 2023. Consultation deadline before next meeting.   T**o propose to HART for DPC to have an extension, so Copse Moor wood can be discussed fully at our next meeting.**  **Proposed AS, GC seconded, All in favor.**  Cllr Leach reports -   * **Pond House**. – Delay in Appeal. The National Inspector does not adhere to a specific timeline, and there is a shortage of resources and a nation backlog of appeals. Hart informed us that the appellant has written to his MP to complain about the delay. * **Emilys Farm** – No update. We need to chase with the case officer. * **Not including road parking restrictions on building work.** This is not usually done as ‘Householder Applications’ are generally not of the scale to require construction condition. Cllr Simonds will take pictures of the road and send them for future applications, as they used to adhere to the request. |
| 23/213 | **To update members on any new planning consultations, appeals and enforcements**   * **Plough Farm-** To Change use of land to Park home/Residential lodges.   Following EGM 56 objections were lodged. Hart have not yet issued their opinion - the determination date was 12 April 2023 |
| 23/214 | **To receive an update on Highways issues and approve any actions required**  Cllr Miles has asked about the signs of work that have appeared around Dogmersfield, as there is uncertainty in whether they are for the Paint work on the bridge of for the yellow lines. Cllr Miles has yet to receive a response. |
| 23/215 | **Finance & Regulatory Matters**   * To consider financial & regulatory matters and approve monthly accounts and payments   Reports received include:  a**) DPC Act vs Bud Jan 2023**– a report to show comparison of actual spend vs budget spend for year to date was provided.  YTD variance against budget shows £1844.22 overspend across Audit, Insurance and Grants and Parish Clerk forecast for year.  B) Bank Reconciliation – shows bank balance at Unity Trust at end of March, £10,464.24 following payments approved at last meeting held in March.  C) March **bank statement** is provided   * It was resolved to approve the reports and bank reconciliation as reported * Payments for approval from Unity Trust bank account  |  |  |  | | --- | --- | --- | | Payee | Amount | Exp type | | Mrs S Rowe & HMRC PAYE | £416.67 Gross amount inclusive of HMRC Dec Salary once processed in HMRC online software | As per monthly contracted amount |   **It was resolved to approve payments as listed above to be paid from Unity Trust bank account**  **Proposed GC, AF, all in favour.**  **To confirm and approve Actual vs Budget for Year ended 31st March 2023**  Budget expenditure vs Actual is a £81.99 overspend for the year, this is made up of overspends and under spends - areas of underspend include £156.52 Admin consumables, £1500 in consultancy, £400 as there was no election.  Overspend – IT and email £359.22 laptop and printer, Parish Clerk £194.68 locum Clerk, £1044.58 in project work, however there will be a transfer from the community benefit Fund, so this will improve.  **Not approved at this meeting, Clerk to investigate the VAT and report at the next meeting.**  **To Confirm and approve money for extra Holly bushes**  Money from the Parish Council to buy some Holly bushes to fix the hole that has appeared in the Holly hedge opposite the village green.  The gap is around 3ft and the DPC will look into the planting more bushes in the Autum, when the planting of the bushes should take place. This also means other areas that need planting can be address as well.  **Not approved as this will be addressed in the autumn when the planting should take place.** |
| 23/216 | **Correspondence received**   No |
| 23/217 | **Information Sharing**  **No** |
| 23/218 | **To confirm dates for future council meetings for 2023/24**  The next meeting is the **The Annual Parish Assembly** to be held on Tuesday 25th April |

Meeting closed at 8.10 pm

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 |  |  |