**DRAFT Minutes of the Annual Meeting**

**held at Dogmersfield Primary School**

**15th May 2023 at 7.30 p.m.**

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

**Clerk: Sam Rowe**

**In attendance:**

8 members of the public

County Councillor Tim Davies

District Councillor John Hale

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| 23/019 | **Appointment of Chairman**  Cllr Chisnell announced his intention not to put himself forward for election as Chair.  Nomination for Cllr Leach as Chair was received.  **It was resolved to appoint Graham Leach as Chair of Dogmersfield Parish Council**  **Proposed GC, Seconded AF, all in favour.**  **Assumption of Office Signed.** |
| 23/020 | **Appointment of Vice-Chair**  Nomination for Cllr Fillis to be re-appointed as Vice-Chair was received.  **It was resolved to appoint Anne Fillis as Vice-Chair of Dogmersfield Parish Council**  **Proposed GC, Seconded AS, all in favour.** |
| 23/021 | **Welcome and apologies for absence**  **Vote of Thanks**  **Cllr Leach gave a vote of thanks to the outgoing Chair, Cllr Chisnall:**  The Council would like to thank Councillor Chisnall for his work as Chair of Dogmersfield Parish Council. He joined the Council in late 2017 and assumed the role of Chair in May 2018. He also undertook the role of Councillor for Planning at the same time as being Chair. He led the Council during the COVID pandemic and ensured that the momentum of the Council was maintained during these challenging times. He kept the Council focussed during the transition of a number of Councillors and Parish Clerks, and under his leadership and stewardship the Council ensured the successful adoption of the Dogmersfield Neighbourhood Plan, the purchase and implementation of a Defibrillator and Speed-indicator-device, and the delivery of numerous projects to maintain the village environment. He has also built excellent relationships with District and County Councillors. As he steps down as Chair, he leaves a well-regarded, focussed and coherent team to take the Council forward.  **Cllr Sarah Miles (DPC) sent her apologies**  **Cllr Chris Dorn (Hart) sent his apologies**  **Cllr John Kennett (Hart) sent his apologies** |
| 23/022 | **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**  None |
| 23/023 | **Announcements from the Chairman and Clerk**  **Introduction from the new Chair**.  Cllr Leach introduced himself and said that in his tenure he would like DPC to contribute to maintaining the strong sense of community which exists in the village. His priorities would be: Seeking to ensure that all development was in line with the neighbourhood plan; addressing (where possible) the traffic issues in the village; and maintaining a focus on projects which enhance the village environment.  **SSE**  Following the recent power outages Cllr Leach raised concerns around power supplies to the village with SSE. SSE have now replaced one of the main transformers (from 1968) which should improve the situation. Many of the outages were caused by trees touching the power lines during high winds. SSE have a programme of monitoring and pruning the trees near the lines. They confirmed there are no plans for underground cabling.  **Thames Water**  Cllr Chisnall updated the meeting on his discussions with the Local MP, Hart District Council and Thames Water on the sewage issue at the pumping station on Chatter Alley. There has been good progress in that Thames water have now acknowledge that there is a problem and it is theirs to remedy. They have a plan to renew pipework under and around Chatter Alley. As yet there is no timeframe for this activity. |
| 23/024 | **To receive and adopt DPC policies and documents**  Cllr Leach said that there were 14 DPC documents. Two important documents were the Standing Orders and Financial Regulations, which should be reviewed and re-adopted. The other documents should be reviewed on a rolling programme, much of which had been done by the previous Interin DPC Clerk.  **Action:** Clerk to bring forward Risk Register, Asset Register and Insurance Policy for review at the next meeting.  **Action:** Clerk to produce a programme to review all documents by within next 6 months.  **Standing orders**  Standing orders were reviewed and it was agreed that the only amendment needed was to ‘de-genderise’ the document.  **Proposed GL, Seconded GC, all in favour.**  **Action:** Clerk will edit and re publish on the DPC website  **Finance regulations**  Finance Regulations were reviewed, and no updates recommended.  **It was resolved to accept the Financial Regulations.**  **Proposed GL, Seconded GC, all in favour.** |
| 23/025 | **Election of Officers and Representatives for 2023/2024**  **It was resolved that the following members were appointed for the following portfolio roles:**    **Proposed GL, Seconded GC, all in favour.** |
| 23/026 | **To approve the minutes of the council meeting of 17thApril 2023**  **It was resolved to accept the minutes of the meeting held on 17th April 2023 as an accurate record of the meeting.**  **Proposed AF, Seconded GC, (GL abstained – absent from the meeting)** |
| 23/027 | **To review matters arising from previous meetings**   * Cllr Fillis was awaiting reply relating to S106 fund release from HDC. **Funds of £1,589.99 have been released. Receipt awaited.** * To chase the lawyers about the land registry search for Pilcot green. I**nvoice has been received. Payment can be made, and lawyers can start the searches.** * Clerk to investigate the VAT and report at the next meeting. - **VAT all correct and will be submitted before the audit on the 23rd May . Total VAT claim £1268.46** |
| 23/028 | **County and district councillor’s reports**  District Councillor Hale reported that he had escalated the problem with the sewage / pumping station on Chatter alley and had discussed it with the local MP.  County Councillor Davies has reported there has been extra money allocated to the potholes, but the priority is the A roads, the B roads, signed roads then the village/rural roads. He asked that potholes should be reported direct to Hampshire Highways (HH)  Extremely disappointed the yellow lines have gone down and will do his best to escalate this and ask for the to be removed.  He will speak to HH to see if Chatter Alley and Church Lane can be included in a traffic survey during school/commuting time.  Cllr Leach suggested that HH take a more strategic view of the roads through the village as local development meant that they were now becoming heavily used. There is concern that driveways and grass verges are getting damaged by heavy vehicles and traffic pulling over to pass. |
| 23/029 | **Public Session**   * School parking was raised and a suggestion of adapting the grass verge outside the school to allow parking was made. This is likely to be extremely expensive. It was suggested that further discussions with the Fisk Trust be undertaken to allow parking on the field next to the school. * Cllr Miles was thanked for getting the white lines painted on Pilcot Bridge. * There was discussion on broadband in the village. Cllr Leach advised that Openreach were responsible for the infrastructure but were unlikely to upgrade it to fibre-optic due to the cost |
| 23/030 | **Finance & Regulatory Matters**  To consider financial & regulatory matters and approve monthly accounts and payments   1. Financial position to be confirmed at June meeting following receipt of internal audit on 23rd May. No payments have been made in May due to a Unity Bank error.   B) Bank Reconciliation – shows bank balance at Unity Trust at end of April , £24,110.24  following payments approved at last meeting held in March.  C) April's **bank statement** was provided.  D) Payments for Parish Clerk:   |  |  |  | | --- | --- | --- | | 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 | | Clerks Expenses | £97.20 for travel and £50.63 for ink | Travel and Consumables |   **It was resolved to approve payments as listed above to be paid from Unity Trust bank account.** **Proposed GL, Seconded GC, all in favour.**  E) Additional approvals   * **To Approve the request of £200 in support of the Dogmersfield, Winchfield and Crookham Village Horticultural society. –**   **It was resolved to approve a payment of £200 to the Holocultural society.**  **Proposed GC, Seconded AF, all in favour.**  **Action:** Clerk to inform Horticultural Society and make payment.   * **To Approve the APA drinks – Ariol wines, Up to £60**   **It was resolved to approve a payment of up to £60 for Ariol wines.**  **Proposed GC Seconded AS, all in favour.** |
| 23/031 | **To consider the council’s response to current planning applications including update on tree work applications**   * 23/00823/FUL Coxmoor Wood   Installation of a battery energy storage system (BESS) with associated infrastructure and works including access to the public highway.  Cllr Simonds outlined the application to install a BESS on land north of Coxmoor Wood. Two applications for BESS at Rye Common had been approved (second waiting formal approval) and there were other in the pipeline. A resident whose property was in the vicinity of Coxmoor Wood had Objected and was invited to speak at the meeting. Following discussion it was decided that DPC should Object to the application as it stands due to conflict with the Local and Neighbourhood plans, environmental damage, erosion of the countryside, noise, light and environmental pollution, and fire safety. However, it was acknowledged that BESS were required from a national perspective and sites near the Fleet sub-station were likely to be used. DPC response should acknowledge this point, but ask Hart District Council to take a strategic view of the multiple applications to ensure that the cumulative effect of the site applications was taken into account.  **It was resolved that DPC should Object to the application, but include the other points outlined in the discussion.**  **Proposed GL, Seconded AS, all in favour.**  **Action; Cllr Simonds and Cllr Leach to finalise response to Hart District Council.**   * 23/00873/PREAPP Pilcot Mill   Written enquiry and 30-minute on-site meeting (including Conservation Officer and Building Control): Refurbishment and change of use of the Mill to provide ancillary rooms in associated use with the main house, retaining the heritage asset and mill's working mechanisms. Ground floor to comprise a reception area, coffee space and cloakroom. The first floor to comprise a living space and home office. Installation of a new legal staircase serving all floors including a new attic guest suite  After discussion it was decided that DPC would express their concerns regarding the pre-application for Pilcot Mill. DPC would like Hart to confirm they will ensure any application is ln line with any covenant on Pilcot Mill.  **It was resolved that DPC should express concerns and request that Hart investigate the covenant.**  **Proposed GL, Seconded GC, all in favour.**  **Action: Cllr Simonds to respond to Hart District Council.**   * 23/00919/CA Dogmersfield C Of E Primary School   1. Tree 1. Beech - Prune branches away from building, 2m clearance, deadwood 2. Tree 2. Cypress - Fell small badly formed tree. (bent trunk) 3. Tree 3. Norway Spruce - Crown lift to 5m, prune branches away from building, 1m clearance. 4. Tree 4. Sycamore - Fell self set twin stemmed tree.  **No Objection from DPC**  **Proposed AS Seconded AGL, all in favour.** |
| 23/032 | **To update members on current planning applications, consultations, appeals and enforcements**  22/02423/ FUL - Janes Barn Church Lane - Refused.  Site outside settlement boundary and in open countryside. Urbanisation of rural character. Within 5km of SSSI and no overriding public interest. |
| 23/033 | **To update members on Highways matters**  In the absence of Cllr Miles, Cllr Leach update the meeting on 3 items.  HH had responded (on 10th May) to the notification of the blocked drain outside Rectory Cottage on Church Lane and said it would be investigated within 2 weeks.  Pilcot Bridge– Whites lines have gone down. Thank you to Cllr Miles.  Yellow lines – DPC view has always been that the lines should not be put down until a full consultation had taken place within the village as there were different views which had to be considered. DPC had not been notified that the lines would be put down. The installation was halted after discussion with the contractor because the contractor had intended to ‘work around’ the parked cars and return in the future to complete the work. This would have made the lines extremely unsightly. |
| 23/034 | **Correspondence received**  None |
| 23/035 | **Information sharing**  Cllr Fillis drew attention to the new rota for checking the de-fibrulator. |
| 23/036 | **Dates of future meetings 2023**  **Monday 12th June**  **Monday 10th July**  **August – no meeting**  **Monday 11th September**  Meeting closed at 9.04pm |

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 |  |  |