

**DAMERHAM PARISH COUNCIL**  
**Minutes of the Annual General Meeting held in Damerham Village Hall on**  
**Monday 10<sup>th</sup> November at 7.30 p.m.**

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**Councillors present:**

David Crane, Bob Gilbey, Mrs Cathy Godber, Pete Dogerty, Glyn Perrens, Phil Tandy (Chairman), Barry Vincent

**Parishioners present:**

Mr John Godber, Mrs Di Head

**Others present:**

Spinney Adlam (Parish Watercourse Office), Councillor Edward Heron (NFDC), Mrs Ros Jones (Footpaths Officer), Mrs Suzanne Musker and Richard Major (Councillors elect) Mrs Sue Sykes (Clerk)

**Public participation**

**a. Request for knowledge of bank account**

Mr Godber asked if councillors were aware of a Community Bank Account in which he had heard that the money raised for the de-fribulator had been banked. No councillor had any knowledge of such an account and it was agreed that this matter was not within the remit of the Parish Council.

**Action:** Chairman to speak to Chris Saltrick (Sportsfield Committee Treasurer) to check the existence of this.

**b. Ditches**

Cllr Heron reported that many ditches throughout the parish had now been cleared.

**c. The Gate magazine**

Mrs Ros Jones asked if *The Parish Pump* would publish information about *The Gate*. It was agreed that this would perfectly in order.

**Action:** Mrs Jones to send copy for *Pump* to Bob Gilbey

**1. Apologies:**

There being no apologies the meeting was quorate.

**2. Co-Option to the Parish Council**

Two new councillors, Mrs Suzanne Mosker and Mr Richard Major, had agreed to have their names brought forward as councillors and, there being two vacancies and there having been no names put up as a result of the statutory notices, there was no need to hold an election and both candidates were duly co-opted by the councillors.

Proposed: Phil Tandy    Seconded: Bob Gilbey

Voting: Unanimous

The new councillors agreed to abstain from voting on agenda items under discussion this evening as they had not been privy to background information on these subjects.

**3. Declaration of business and pecuniary interests:**

As he lived next door, Phil Tandy declared an interest in the development of Channel Hill Farm under Item 11: Planning Applications.

**4. Minutes of the previous meetings held on 8<sup>th</sup> September and 6<sup>th</sup> October**

These were unanimously agreed and signed

**Proposed:** Cathy Godber    **Seconded:** David Crane. Unan.

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**5. Matters arising not covered elsewhere on agenda**

5.1 Letter to Tilney Estates in July

The Clerk reported that she still needed the standard letter to send to Tilney Estates pointing out that there had been no response to the Council's request for hedges to be cut. Cllr Heron recommended that this matter should be delayed, as the letter was currently being rewritten. Councillors were concerned that the uncut hedge in question would soon be over the pathway.

**Action:** Clerk to phone Bob Brown (Highways at NFDC) and ask him to take this forward with Tilney Estates

5.2 Telephone kiosks

The Clerk reported that the Council could adopt the telephone kiosks within the Parish and that this could be done on line for a nominal fee. Cllr Heron queried why the Council should want to take on responsibility for their maintenance, but agreed to investigate this matter further.

**Action:** Cllr Heron to enquire further on maintenance of phone boxes and report back to the Parish Council

5.3 Housing Needs Survey

**Action:** Clerk to contact Catherine Kirkham for an update on progress.

**6. Report from Parish Footpaths Officer**

Councillors were not surprised to hear from Mrs Ros Jones that the paths were again saturated! She reported on an amusing incident omitted from her last report and recorded her thanks to Rob Shepherd for clearance of footpath described below:

"In September I reported that most paths had dried out. In November I have to report that they are soaking wet again. There are however some nice fungi about.

At the last meeting I omitted to report on an encounter a friend and I had while out running on local rights of way. We were innocently tripping down New Road when a tractor roared up to us and screeched to a halt. A good-looking bearded man hung out of the cab and asked if we had seen John's Bottom. A trifle disconcerted, we replied that indeed we had, and that it was lovely. Satisfied, he roared off again.

When we got home I wrote to Mr Rob Shepherd at South Allenford Farm asking him to thank whoever had cut and cleared Bridleway 28 so beautifully."

**7. Report from Parish Watercourses Officer**

The Watercourses Officer was very pleased that the Council had done their job in Mill End, though there was still work to be completed by the land owner.

He said that many hedges were overgrown and that this caused traffic to move into the middle of the road. The consequent wear led to the accumulation of water and was also a traffic hazard. He said that the roads would have to be properly edged. Cllr Heron agreed and reiterated his determination that roads should not be widened as a consequence of this maintenance work.

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**8. Report from Transport Representative**

BV read his report as follows:

“I am glad to report that the work at Mill End has now been carried out. Trees and bushes have been cut back, ditches have been dug and a new pipe has been laid on one of the field entrances, culverts have also been cleared to allow the laying water an easier means of clearing. The verges have been replaced and some markers have been positioned to try and stop the school cars parking on the verge.

I feel now would be a good time for the Clerk to write to the school and ask them to monitor the parking and ensure that parents are not parking on the verges.

The area between Greenbanks and Steels Lane has also had the ditches re-dug to allow the water to clear the road.

In Little Mill Lane the ditch has now been dug back to the new tarmac, which was where the water had been lying.

For all this work I would like to say a big thank you to Bob Brown of Hampshire Highways who has been very helpful in getting all of this sorted out.

I have enquired about having the weight limit on the bridge at Church Lane reduced to 3.5 tonnes to try and stop such large vehicles using it and causing such problems as we have at the moment but unfortunately I have had a reply from Traffic Management to say that this is not possible. I wondered if Edward Heron would be able to find out if there are any other options.”

**Action:** Clerk to contact Western Downland School at its Damerham site and ask for their co-operation in encouraging parents to avoid further damage to the banks and ditches when they park on the side of the lane to deliver and collect children from school.

BV recorded his thanks to Bob Brown of Hampshire Highways for work that had now been completed in the village.

The transport Representative felt very strongly that there should be a 3½ ton weight limit on traffic using Church Lane. Cllr said that If the bridge did not fit the criteria for weight restriction it might be possible to argue the case for a restriction on grounds of vehicle weight

**Action:** Cllr Heron to investigate this possibility of a restriction being imposed.

**9. Correspondence**

The Clerk had received notification that Cllr David Crane could now sign cheques as a third signatory on the PC account. She gave each new councillor a copy of the HALC leaflet. All other relevant correspondence had been sent round by e-mail.

**10. Finance and payments**

**10.1 2015 – 2016 first draft budget for consideration**

The clerk distributed copies of the proposed budget and Cllrs questioned some of the new budget headings - which had now been split to make accounting more precise. A question was raised concerning the lack of a figure for grass cutting at the PlayTrail. The Chairman said that invoices were not received at regular intervals and that it was therefore difficult to be precise. (Chair comment : cost per cut is £96)

**Action:** PT to circulate figure for grass cutting on the PlayTrail

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The Chairman asked councillors to take this away for consideration so that a decision could be made at the next PC meeting.

**Action:** *Agenda item for January meeting.*

10.2 Clerk's salary payment arrangements to be verified

The Cllrs agreed to the monthly payment of the Clerk's salary using Autela Payroll Services and to the charge they made. P.a.y.e and the system for monthly payment were explained.

10.3 The following cheques were retrospectively approved:

Cheque no 521: £40.00 to Autela for payroll services  
Cheque no 522: £43.60 to H.M.R.C for p.a.y.e April – June  
Cheque no 523: £131.20 to H.M.R.C for p.a.y.e July - September  
Cheque no 517: £174.86 Arrears of Clerk's salary to S.U.Sykes  
Cheque no 518: £174.86 Arrears of Clerk's salary to S.U.Sykes  
Cheque no 519: £174.86 Arrears of Clerk's salary to S.U.Sykes  
Cheque no 520: £174.86 Arrears of Clerk's salary to S.U.Sykes  
Cheque no 524: £174.86 Arrears of Clerk's salary to S.U.Sykes

10.4 Payments for October / November

The following payments were approved:

Cheque no 525: £25.00 for weekly PlayTrail inspections to NF Quinnell  
Cheque no 526: £84 for external audit to BDO  
Cheque no 527: £35.00 for data protection registration to ICO  
Cheque no 528: £40.00 for Parish Pump to James Bryne Printing  
Cheque no 529: £20.00 for weekly PlayTrail inspections to NF Quinnell  
Cheque no 530: £30.00 for Payroll Services to Autela  
Cheque no 531: £175.06 for Clerk's salary to S.U.Sykes

10.5 Bank reconciliation 20<sup>th</sup> May – November 10<sup>th</sup>

The clerk explained that her access to the bank statements on-line was now fully operational and that she had now prepared a correct, reconciled Statement for Councillors from the time that she took over the finances until the present (attached). She apologised that her previous reports had, of necessity, been estimates

**11. Planning Applications**

*4/11334 Channel Hill Farm – use as a residential dwelling*

At this point the Chairman withdrew from the discussions and the Vice Chair took the meeting. DC said that the application looked exactly the same as when it was last submitted and later withdrawn. Councillors recorded concern over the access to the road and noted that they had recommended refusal of the application on 12<sup>th</sup> August 2013. PD commented that it was believed that neighbours were happy with the plans. It was therefore believed that the windows (named in the minutes of the August meeting in 2013) were not really an issue.

This site was a possibility for affordable housing and the grant for this could be felt to mitigate the minor objections to the application. Cllr Heron reported that discussions were still taking place between the landowner and the NFDC.

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Following a detailed discussion of these issues Councillors voted as follows:

Proposed: David Crane      Seconded: Barry Vincent  
PAR 1 Approval, but would accept decision of Officers  
Approval subject to issues of access & boundary

Voting: Acceptance – 4      Rejection – 1      Abstain - 3

For the benefit of new councillors Cllr Heron explained the system for reporting the view of the Council to the planning Department, who made the decision on the application.

- 1 Approval. Parish would accept decision of the Planning Officer
- 2 Refusal. Parish would accept decision of the Planning Officer
- 3 Approval. This would send the application to Committee if other bodies disagree
- 4 Refusal. This would send the application to Committee if other bodies disagree
- 5 No recommendation so would accept any decision

**12. Reports from Councillors attending other Meetings**

GP would attend the Police Liaison Committee in Fordingbridge next Tuesday night.

**13. Other matters brought forward by the Chairman**

**13.1 Mill End**

The Chairman recorded thanks to BV for his work in obtaining improvement.

**13.2 Report on other HCC work**

The culvert by Church View bungalow still needed clearing. The responsibility for the Village Hall ditch clearance was still under discussion.

**13.3 Lengthsman**

All signs in the village bar one had been cleaned as had the white bridges. BV queried the necessity for having two workmen on the job.

***Action:*** *PT to circulate details of hours spent and jobs done by the Lengthsman.*

Signs had also been cleared and PT reported on work that was still outstanding

**14. Other matters (of a minor nature) brought forward by councillors**

BV asked about the development at Green Bank Farm and this was discussed. It was believed that the caravan would be removed in August and that the work in hand was being done under permitted development.

BG had received complains about broadband speed and asked Cllr Heron to comment. It was believed that the situation would improve but a watching brief would be kept.

**15. Date and time of next meeting:** *Monday 12<sup>th</sup> January 2015*

The meeting ended at 9.30pm