

## DAMERHAM PARISH COUNCIL

### Minutes of the Annual General Meeting held in Damerham Village Hall on Monday 18<sup>th</sup> May 2015 immediately following the Annual Parish Assembly

#### **Councillors present:**

David Crane, Bob Gilbey, Mrs Cathy Godber, Richard Major, Mrs Suzanne Musker, Glyn Perrens, Phil Tandy (Chairman), Barry Vincent

#### **Parishioners present:**

Mrs Jan Gilbey, Mr. John Godber, Mrs Sarah Bealey, Mr Len Sharpe, Mr Owen Thomas, Mr. Eyres

#### **Others present:**

Spinney Adlam (Watercourses Officer), Mrs Ros Jones (Footpaths Officer), Mrs Sue Sykes (Clerk)

#### **Public participation**

##### i) Litter and village sign

Mrs Gilbey said that she had noted at the "Litter Pick" that litter in the village was bad this year. She would like to see signs erected asking people to pick up their litter. She also asked if there could be a new and more attractive village sign erected at the top of Church Lane. The Chairman explained that the PC had no authority to erect signs and that this could only be done by Hampshire CC. He would enquire but was not hopeful.

##### ii) Church Lane and Mill End – problems with traffic

There followed considerable discussion on the desirable signage in Church Lane and leading to it, which could help to prevent further damage to the bridge. Mr Owen Thomas and Mr Len Sharpe were also concerned about the traffic in Mill End and hoped that it would not ultimately prove necessary to close Church Lane.

**Action:** Clerk to contact Highways and specifically the Officer overseeing signage to discuss possible solutions.

##### iii) Cutting of grass verges

Mr John Godber again raised the question of the frequency of grass cutting in Court Hill. The Chairman explained that the first cut was during the first week of May.

**Action:** Chairman to take up these concerns again with Hampshire CC and get a clear statement of exactly when cutting of verges took place. In the short term he would add this to the lengthsman's list.

##### iv) Fallen Trees

Mr Len Sharpe informed the Council that trees had fallen into and were blocking the ditch in Mill End and requested their removal.

**Action:** Clerk to inform HCC

##### v) Health issues

Mrs Sarah Bealey informed councillors that she would take any current concerns over health issues to the District Hospital whilst she was still a governor there.

##### vi) Rubbish from bins in the road

Mr Michael Jerrard had raised the question of rubbish from spilt black sacks in West Park Lane on Friday mornings. He had several times cleared up unpleasant and unsafe matter when the Waste Disposal lorry had left and wondered to whom responsibility for this rubbish properly belonged. He also asked if something could be written in the *Parish Pump* highlighting this problem. The Chairman said that it was definitely the responsibility of the householder to dispose of their rubbish and that this included clearing up any scattering

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which took place. It was agreed that foxes, badgers and cats would all scatter rubbish and that only containing the bags within a dustbin could prevent this. It was noted that the Bin Men would remove tied bags from bins if these were used. It was also noted that the CC advised householders not to put their rubbish out until 7.00am on the day of collection.

**Action:** BG to write about rubbish collection and nuisance scattering in the Pump

**Action:** Clerk to pass this information on to Mike Jerrard.

1. **Apologies:** Received from Cllr Edward Heron and from Pete Doherty.
2. **Declaration of business and pecuniary interests:** Mrs Cathy Godber had an interest in Item 9 (Grant to St George's Parish Church) The clerk had photocopies of the Business Interest form and would forward forms to all councillors for completion. She confirmed that it was necessary to declare the interests of those with whom councillors lived and asked for the completed forms to be returned to her.

**3. Minutes of the previous meeting held on 9<sup>th</sup> March 2015**

The minutes were signed as a true record of the meeting.

**4. Matters arising not covered elsewhere on agenda.** None.

**5. Report from Parish Footpaths Officer**

Mrs Ros Jones presented her report:

“ **State of the Paths:** All paths are passable to the best of my knowledge; many are extremely beautiful at present with fresh leaves and blossoms such as bluebells, stichwort, red campion and wild garlic. Bridleway 27 from Four Corners towards Bouldsbury Lane is lined with clouds of cow parsley.

“Since the last council meeting the HC Countryside Service has been out and rebuilt the steps on Rockbourne Lane, and re-erected at least one finger post (Browns Lane)

“Warning to dog walkers: I would like to strongly advise anyone to avoid for the time being any footpath through pastures containing cattle, especially cows with calves. Cows are extremely protective mothers and will attack dogs, their ancestral enemies, often injuring the owner in the process”.

Mrs Jones drew the Council's attention to a serious incident recently when an owner had been injured by cattle. The meeting thanked Mrs Jones for this warning. It was noted that owners would usually misguidedly hold on to their dogs in these situations and that if the dogs were allowed to run away the cow would usually stop the attack.

**6. Report from Parish Watercourses Officer**

Spinney Adlam commented on trees fallen into the stream. PT had already contacted the Environment Agency about this and said that, in their view, this was not a major hazard.

**Action:** PT to look again at the site and inform the relevant agency if necessary.

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**7. Report from Transport Representative**

7i Barry Vincent commented that the bridge in Church Lane had been rebuilt and the road reopened. He reported that he had spoken to Bob Brown (Hampshire Highways) who said that the pipe connecting the ditch to the culvert in Mill End would be replaced during the August school holiday.

**8. Correspondence**

**i) Signs in Godshill**

Both the Chairman and the Clerk had received an e-mail from Godshill Parish Clerk saying that her councillors had resolved not to tolerate the erection of notices advertising events within the parish of Godshill. They had also been asked to remove the Martin Music Festival sign. SUS had replied saying that this music festival took place within the parish of Martin.

**ii) Police Liaison**

Those in charge regretted that they were unable to attend PC meetings. However the Clerk had spoken to the local officer who would welcome the opportunity to do so when she could.

iii) Cllr Heron's report to the Council: the clerk would forward this to all councillors.

**9. Finance and payments**

**9i Final budget report for 2014 - 2015**

The Clerk presented the final audited statement of accounts and took the councillors through the items. Some issues were explained by the Chairman with reference to the previous year's accounts and there were no further questions. The accounts were approved:

Motion: that Damerham Parish Council accept the 2014 – 2015 final accounts

Proposed: Phil Tandy                      Seconded: Bob Gilbey

Voting: unanimous

PT took Councillors through the statements of the Annual Returns Form which were agreed

**Action**: *Chairman and Clerk to complete the Annual Returns form.*

**Monthly income and expenditure for 2014 – 2015**

The Clerk presented copies of the final report for the financial year and talked the councillors through the way that the budget lines had been spent throughout the year.

**9ii Bank reconciliation**

The Clerk presented the final bank statement of the year and councillors agreed that this supported the evidence of the income and expenditure report to date.

Motion: that Damerham Parish Council approve the statement of income and expenditure for 2014 – 2015 and the bank reconciliation to that date.

Proposed: Bob Gilbey                      Seconded: David Crane

: Voting: unanimous

**9iii Payments for April 5<sup>th</sup> – May 18<sup>th</sup>**

There was discussion of the four 137 grant applications which had been received. £1,000 had been budgetted and applications for £1,600 had been received. A vote was taken:

Motion: That the budget for 137 grants in the current year be increased to £1,250

Proposed: David Crane                      Seconded: Bob Gilbey

Voting: unanimous

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The following payments were then approved:

553	Printing of Parish Pump	£40.00
554	Weekly PlayTrail inspections	£40.00
555	HALC annual membership fee	£215.00
556	Clerk's salary (May 20 <sup>th</sup> )	£174.86
557	Clerk's salary (June 20 <sup>th</sup> )	£174.86 or adj.
558	137 Grant to Funquest	£400.00
559	137 Grant to New Forest CAB	£50.00
560	137 Grant to St George's Church Damerham	£400.00
561	137 Grant to Damerham Sports Field	£400.00
562	Parish Pump Expenses	£20.50
563	Materials for PlayTrail repair & maintenance	£457.50
564	External audit of annual accounts	£50.00

There was discussion of the quality of the soft wood sleepers used as seating in the PlayTrail and which were now rotting. It was agreed that hard wood should have been used when these were constructed.

**Action:** *PT to contact Setyer Ltd Adventure Play Equipment about the deterioration of those items supplied by them for use in the PlayTrail.*

#### 9iv Renewal of insurance cover

The new coming year's insurance premium quoted by AON was £903.77 inclusive. The Chairman was dissatisfied with the current cost of insurance and suggested doing some comparison to get best value.

**Motion:** A second quote should be obtained and AON contacted for their best price. Should one of these come out at least 10% less than the current quotation from AON, for the same essential cover, then the lower quote should be accepted.

**Proposed:** Richard Major

**Seconded:** Mrs Suzanne Musker

**Voting:** unanimous

**Action:** *Clerk to contact AON and Zurich for quotes. She need consult only as necessary.*

#### **10. Update on planning applications**

##### 10i 15/10350 44 West Park Lane 2 storey side and single storey front extensions.

Mr Eyres, the householder, was present and explained that his application for an additional third bedroom was almost identical to the application passed by NFDC in 2005 for a neighbour's property. Councillors agreed that, as the application stood, they would expect the Planning Committee to look favourably on this application. It was also agreed that it would be good if Mr Eyres had the opportunity to put his case to the Committee.

**Motion:** The PC approves the application and has regard to the precedent (also in West Park Lane). 3 consideration by Committee.

**Proposed:** Barry Vincent

**Seconded:** Richard Major

**Voting:** unanimous

##### 10ii 15/10471 Springside, Lower Dagon. Detached carport.

Although the carport seemed large councillors could see no real reason to oppose this application and noted that there had been no adverse comments from neighbours. It was understood that FWC Drainage Dept. might have concerns over the proximity of the culvert.

**Motion:** The PC approves the application. (3 consideration by Committee).

**Proposed:** Barry Vincent

**Seconded:** Glyn Perrens

**Voting:** unanimous

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10iii 15/10612 Courtwood Farm, Court Hill Addition of workshop

It was noted that there had been one adverse comment from a neighbour worried over the noise that could ensue. Councillors understood that the proposed workshop would be used between 7.00am – 7.00pm seven days a week by one of the companies currently using the site. There was considerable sympathy with the concerns over increased usage and noise and two proposals were put forward:

Motion A - Clause 5. The PC made no recommendation and would accept the decision of the Planning Authority. They would however attach comments on the proposed use of the site; probable noise level; and extended hours.

Proposed: Bob Gilbey Seconded: Mrs Cathy Godber

Voting: 3 in favour. 4 against.

Motion B – Clause 4: The PC recommend refusal of permission (the application to go to Committee should other bodies disagree)

Proposed: David Crane Seconded: Richard Major

Voting: 4 in favour. 2 against. One abstention.

Motion B was carried.

10iv 15/10305 Hideaway Cottage, The Common Alterations for Use as holiday let  
(Additional agenda item – carried over from previous meeting)

Motion - Clause 3. The PC approves the application

Proposed: Richard Major Seconded: Mrs Suzanne Musker

Voting: unanimous.

#### **11. Affordable Housing update**

A letter had been received by the Chairman and Clerk from Cllr Heron explaining that, following issues at two sites in his area, he could no longer support affordable housing development by HARA. The Chairman and Cllr Heron had not therefore visited the landowners as proposed. For the time being this issue was at a standstill. Councillors did not know of any land that was or could be made available.

#### **12. Hampshire Trading Services Scam Notices**

The Clerk had asked if councillors wanted to continue receiving rather repetitive notices of scams and cold calling issued by Hampshire Trading Services. There was discussion of the viability of putting a link to these on the web site, but it was decided that BG would write a covering statement for the Pump and that SUS would continue to forward the e-mails whenever they seemed relevant.

#### **13. Reports from Councillors attending other Meetings**

GP had attended the Police Liaison Committee on 10<sup>th</sup> March. The issue of reduction of manpower and councils' dissatisfaction with this had been made. He reported that there would be a 13% decrease in the police force, but at the same time there had been a decrease in crime in the area. Garden sheds had lately been targeted by thieves. The issue of Travellers' vans had been discussed and there would be a training pack produced for those councils which would find it useful.

#### **14. Other matters brought forward by the Chairman**

14i Parish Lengthsman

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The work on the current list had now been completed. Robert Heron was due to work in the village again on 26<sup>th</sup> May. Councillors were not happy with the way that verges had been cut in Green Close nor with the number of hours claimed for hedge cutting, which they believed to be, excessive.

***Action:*** *PT to investigate actual hours spent on hedge cutting.*

Additional tasks for the Lengthsman were discussed and added to the job list (on file).

14ii PlayTrail

The Chairman wondered if FunQuest could spend some of its ring-fenced funds on putting more seating into the PlayTrail area, suitable for mothers watching their children.

***Action:*** *PT to speak to Sophie White about this*

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

15i The Jubilee Bench

As the Jubilee was now three years ago councillors would like to see the bench in the village

***Action:*** *PT to get the bench to BV who would get it fixed before the next PC meeting if possible.*

15ii PlayTrail grass: (Grass cutting Schedule attached on file)

15iii Neighbourhood Watch (see March minutes)

***Action:*** *BG to put notice appealing for organiser into the Pump*

15iv Telephone Boxes

***Action:*** *Clerk to ask Cllr Heron how far he had got with his enquiries into adoption and subsequent responsibility and cost. (See March minutes)*

15vi Signage

Several parishioners had spoken to BV asking if there could be a fingerpost sign for the village coming in from the Rockborne side.

***Action:*** *PT to contact Hants CC.*

15vii Action on footpath 49 (behind the Trout Lakes)

Clerk to send Cllr Heron's e-mail address to SM so that she could escalate the proposed walk to inspect this (see March minutes).

15vii Fly tipping

This appeared to be increasing

***Action:*** *BG to put a notice in the Pump explaining how and where to report this.*

15viii Queen's official birthday in 2016

There had been enquiries as to whether the PC were organising anything to mark Her Majesty's birthday and the Clerk undertook to get a small group together to discuss this.

**16. Date and time of next meeting:**

Monday 13<sup>th</sup> July at 7.30pm in the Village Hall.

*The meeting ended at 10.30pm*