

## DAMERHAM PARISH COUNCIL

### Minutes for the Parish Council Meeting held in Damerham Village Hall on

Monday 11<sup>th</sup> January 2016 at 7.30 p.m.

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**Councillors present:** David Crane, Pete Doherty, Mrs Cathy Godber, Richard Major, Mrs Suzanne Musker, Glyn Perrens

**Others present:** Spinney Adlam (Parish Watercourse Officer), Mrs Ros Jones (Footpaths Officer), Mrs Sue Sykes (Clerk)

**Parishioners present:** Mr. John Godber, Mr. Ruth.

**Public Participation:**

i) Mr Godber had met a resident of South End who had come face to face with an Argos lorry on the causeway and he wondered if anything further could be done about the problems with traffic along Church Lane. (See also below under Item 7). The problems of two way traffic with no adequate restrictions were discussed again and it was agreed that the PC should continue to make representations to the Council.

**Action: Clerk to write to Council (see also below).**

ii) The railings at the edge of the Bryant's land were believed to be dangerous and it was hoped that Mr Bryant had this in hand.

iii) Mr Godber asked if the drains could be sucked out as they were getting very full. The Chairman said that he was asking for this to be done and pointed out that residents needed to put these sites on the web site as this was the trigger for repairs to be affected.

**Action: BG to put this again in the Parish Pump**

**1. Apologies:** were accepted from Barry Vincent, Cllr Edward Heron

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

Mrs Suzanne Musker declared an interest in Item 10.1 as she was the householder submitting the application. The meeting was quorate.

**3. Minutes of the previous meetings:**

Minutes of the meetings held on 9<sup>th</sup> November and 30<sup>th</sup> November 2015 were agreed and signed.

**4. Matters arising from the minutes not covered elsewhere on the agenda.** None.

**5. Report from the Parish Footpaths Officer**

i) Mrs Ros Jones gave her report:

"State of the paths: wet and muddy, unavoidable given the current weather. No blockages to the best of my knowledge.

Queries: I had a phone call to ask if the slightly wobbly stile on Footpath 6 could be removed as it seemed to serve no useful purpose. I rang Mrs Humphries who told me that it has been retained to discourage people from riding motor-cycles or horses along the path, as it is a short-cut from Mill End out on to the road. She undertook to inspect the stile and ensure that it is securely fixed."

ii) SM asked if any action had yet been taken on the footpath beside the Fisheries

**Action: PT to ask Cllr Heron if anything had yet been done.**

## **6. Report from the Parish Watercourses Officer**

Spinney Adlam asked for clearing of the ditches to be made a priority; though he acknowledged that this had not been a particularly wet winter for this village. It was noted that keeping the ditches clear was a priority for the Parish Lengthsman. SA commented particularly on the ditches opposite BV's house:

**Action: PT to put this on the Lengthsman's list.**

## **7. Report from the Parish Transport Representative**

i) BV had submitted his report in advance of the meeting:

"Traffic Report January 2016

Several weeks ago a vehicle hit the Brown's Lane sign and demolished it; I reported this to N F D C who sent somebody out to pick up the pieces. Since then nothing has happened, I was going to chase this up in the New Year but as Sue said in an email she was looking into this I shall leave this one to her.

I reported to Hampshire highways that the bridge in Church Lane had been struck again and I also spoke to Bob Brown about this. Since I have reported the first hit the bridge has been struck again and now has two large cracks in the right hand side as you come down from the church and one large crack on the left hand side. Both sides have been moved off of their foundations and look very unsafe. I have now also reported this to Edward Heron and asked him to get this looked at urgently because of the safety issue.

I feel it would be a good idea to get the clerk to write to Sean Woodward the portfolio holder for highways on Hampshire Council explaining to him the problems we have here with the bridge to see if he can do something to help with signage, reduce weight limit or position bollards to make cars approach at a straighter angle. If the problems persist I feel as a parish council we should try to have Church Lane made a no through road and stop the cars crossing the cause way making this section a pedestrian only area."

**Action: Clerk to write to Sean Woodward as suggested (See also Public Participation ii) and Item 7ii and 18v below)**

ii) The culvert in front of and under Spring Meadows

It was agreed that the railings at the side of the road were inadequate to mark the edge of the road and thus traffic was causing the culvert to be in-filled.

**Action: Clerk to add this problem to the letter to Sean Woodward.**

## **8. Correspondence**

There was little of importance that had not already been forwarded to Councillors.

**Action: Clerk to advise the school of the impending road closure.**

## **9. Finance and payments**

9i 2016 – 2017 budget for final discussion and approval

The Chairman commented that the transitional grant from the government would be drastically reduced the year after next. He explained that the reason for not having a contingency fund was that such a fund could not be ring fenced, whereas money in the asset maintenance budget line could be.

Motion: that the budget for 2016 – 2017 be adopted and that the Precept be £8,750.00

Proposed: Pete Doherty

Seconded: Bob Gilbey

Voting: Unanimous

9ii Payments for December / January

The following payments were approved:

587 James Byrne printing

Dec / Jan Pump

£20.00

588 NFDC	Election costs	£133.25
589 Autela	Payroll Services	£50.00
590 NFDC	Playtrail grass cutting	£1,267.20
591 HMRC	Clerk's paye	£131.20
592 S,U,Sykes	Clerk's salary (January)	£174.86
594 S.U.Sykes	Clerk's salary (February)	

#### 9iii Bank reconciliation 9<sup>th</sup> November 2015 - 11<sup>th</sup> January 2016

The Clerk presented her current reconciliation (attached on file) and said that there was nothing startling to report.

#### 9iv New HMRC payment requirements: decision to be made

After further discussion (see November minutes) it was agreed that the Clerk should be empowered to pay p.a.y.e to HMRC of amounts up to £150.00 without the need to seek further approval from the Parish Council.

Motion: That the Clerk could arrange payment of p.a.y.e. to HMRC of amounts up to £150.00 without waiting for the Parish council in session to give further approval.

Proposed: Richard Major                      Seconded: Mrs Suzanne Musker

Voting: Unanimous

### 10. Planning applications

#### i 15/11740 Willow Cottage retention of fence

Councillors were agreed that, as they had seen the plans; and as immediate neighbours would have been notified by the Planning Authority, they therefore had no objection to discussing the application at this meeting.

Mrs Suzanne Musker was asked to explain the present situation. She had been told that if she removed a section of fence and replaced it with laurel then the Conservation Officer would approve their application. This the Muskens had done. The relevant letter from the Planning authority was read to the meeting.

Motion: (Option 1) The Council recommended approval but would accept the Planning Officer's decision.

Proposed: Richard Major                      Seconded: Pete Doherty

Voting: Unanimous

#### ii 16/10010 Stock's Cottage use of garage as ancillary living accommodation

PD commented that the Stock's Cottage application had been refused. Councillors understood that this was because of the dormers, which had been judged unacceptable. The Chairman had spoken to the householders and recommended that they should appeal. It was believed that they were doing this.

iii) BG asked if there are had been any progress on getting an Officer from the Council to attend a Parish council meeting.

**Action: PT to contact Cllr Heron again to ask if this could be arranged.**

### 11. Parish Lengthsman: update on PlayTrail

The Chairman said that the Lengthsman's time was clearly defined and that work on the Playtrail could be included in this time. It could be argued that the Playtrail should have its own budget but it could also be said that some of the work that the Lengthsman was doing should be done by Hampshire County Council.

**Action: RM to mark grips in need of digging out in consultation with other councillors and with Spinney Adlam so that PT could attach this to the Lengthsman's form**

### 12. Neighbourhood Watch

The Clerk reported that burglaries in South End had been reported to her and that these were causing concern to residents, as it would seem that burglars had moved on from robberies in out buildings and were now moving into houses. She questioned whether this would be a good time to raise the question of Neighbourhood Watch again, as possibly there might be someone concerned enough to volunteer as a co-ordinator.

Pete Doherty put forward an idea for a networking scheme in the village whereby residents could opt in to e-mails informing them of significant village events. He cited a recent event which had not been known by those who might be expected to have an interest. After considerable discussion it was agreed that an on-line vehicle to promote better communication about events in the village could be a more practical proposition than Neighbourhood Watch itself, which, it was believed, entailed a considerable amount of organisation.

**Action: RM, SM and PD to consult on the operation of a net working scheme.**

RM asked if it would be possible to distribute the Pump itself by e-mails. BG commented that further work would be involved if it was necessary to sift those who wished to receive it by e-mail from those who preferred paper copies through the door.

**Action: RM to investigate the complexity of e-mailing The Pump**

### **13. The web site**

It was agreed on the advice of PT and RM that the offer made by e-mail by a new provider (Function 28) was not an improvement on the current provider and that no change would be made. It was understood that, in order to be compliant, the annual accounts should be published on the web site and that this would be done with the 2015 – 2016 accounts in March..

**Action: Chairman to send compliance document to Clerk for circulation to all.**

**Action: PT and RM to publish the 2015 – 2016 accounts on the website.**

### **14. Defibrillator**

The installation of a defibrillator at the Village Hall was discussed and the Vice Chairman and Clerk reported on their attendance at a recent meeting with Andy Carr, who, for First Responders in Fordingbridge, was tasked with facilitating villages which were installing a defibrillator. Andy Carr had said that it was preferable for there to be corporate ownership of defibrillators and, as a temporary measure until ownership had been agreed, the Parish Council had covered the Damerham defibrillator under its insurance policy. It was agreed that Andy Carr should advise on further action. PD wondered if thanks could be expressed to Harvey Cracknell, and others who had acquired the funding and purchased the defibrillator, by asking the Journal to attend the public meeting and report on it. .

**Action: Clerk to call a Public meeting at which the defibrillator would be discussed and demonstrated by Andy Carr and the question of a Village Networking or Neighbour Watch Scheme could be discussed. (Clerk's note: meeting advertised for Monday 8<sup>th</sup> February)**

**Action: PD to contact "Journal".**

### **15. Her Majesty's 90<sup>th</sup> Birthday celebrations**

There had been no meeting of the Planning Group since the November PC meeting and a date would now be set and published in the Pump.

**Clerk's note: the meeting was set for Saturday 20<sup>th</sup> February.**

The annual village Litter Pick would be declared a Clean for the Queen event and would be held on Saturday 5<sup>th</sup> and Sunday 6<sup>th</sup> March.

### **16. Reports from Councillors attending other meetings. None**

**17. Other matters considered urgent by the Chairman.** None

**18. Other matters raised by Councillors**

i The phone box

CG reported that Michael Jerrard had noticed that one of the village phone boxes had been vandalised. PD said that he wished that it were possible for the village to adopt the phone box. It was understood that it was not necessary to have village phone boxes active when the defibrillator was needed as most people carried, or could get access to, a mobile phone. No conclusion was reached on this matter.

CG also reported that the verge by the phone box was degraded because of over usage by vehicles. This issue was not resolved.

ii Editor of the Parish Pump

BG said that, having the Pump for a number of years, he felt the time had come for him to resign. A new editor was therefore needed.

**Action: BG to put plea for new editor in The Pump. .**

iii Unsightly vehicles outside Ings Yard

This had been reported.

**Action: Clerk to write to Mr. Ings asking for these to be removed.**

iv Ship in Playtrail

SUS reported that she had roped off the Ship on the PlayTrail, because in her opinion it was dangerously slippery. The Council agreed that it was their responsibility to warn users of danger and that if this was done and the warning ignored they could not be held liable for accident. SUS also raised the question of responsibility for action which might need to be taken if she found risks when she made her regular inspections. She said that she was happy to take responsibility for reporting the state of the PlayTrail but not for carrying out any necessary work. It was agreed that a contractor should be found who could be contacted by the clerk when work needed to be carried out; particularly if work in the PlayTrail was not to be carried out by the Lengthsman in future.

**Action: Clerk to consult ROSPA to check where the responsibility of the PC ended.**

**Action: PD to raise this issue with FunQuest on Wednesday 13<sup>th</sup> with a view to money being found to make the ship safe.**

**Action: PD to give name of contactor used by FunQuest to the clerk.**

v Flooding opposite layby

A resident had asked if any action could be taken by the Council to create better drainage into the grip opposite the lay-by on the Sandleheath road where the recycling bins were located. It was agreed that the water which lay across the road whenever there was heavy rain as a result of inadequate run off was within the parish and that the level of the road and the adjacent woodland was the cause of the problem.

**Action: Clerk to include this in letter to Sean Woodward.**

**19. Date and time of next meeting: Monday 14<sup>th</sup> March 2016**

The meeting ended at 9.45pm  
SUS. 30/01/16