

DAMERHAM PARISH COUNCIL

Minutes of the Meeting of the Damerham Parish Council Damerham Village Hall. Monday 31st October 2016 at 7.30pm

Councillors present

Mrs Cathy Godber, David Crane (Chairman), Richard Major, Glyn Perrens, Glyn Ruth and Phil Stephens. The meeting was therefore quorate.

Parishioners present: Mr John Godber, Mr Duncan and Mr and Mrs Flood from Pound Cottage

Others present: Mrs Sue Sykes (Clerk to the Council).

Public participation: Mr Flood explained that the Planning Officer had asked for the conservatory to be resited, which had been done by the architect and the plans were before the councillors.

The chairman asked if there were any particular questions for Mr and Mrs Flood: Cllr Phil Stephens asked if there were any comments from the Conservation Officer and it was noted that, although the usual briefing document had been made available to councillors on the web site, no comments had yet been seen by councillors.

1. **Apologies** were accepted from Mrs Suzanne Musker and Barry Vincent. Pete Doherty joined the meeting at 7.45pm. The meeting was quorate.

2. **Declaration of interests.** None were declared.

3. **Planning applications**

3i 16/11371: Pound Cottage, High Street. Damerham: Single-storey extensions; porch; bay window extension.

Councillors believed that the plans would lead to an aesthetic improvement to the building and therefore had no objections to put forward. Three main points were made:

- There was already an existing planning application approved that grants a similar expansion but to a different part of the building. The owners were only seeking to have this expansion elsewhere on the building.
- The Council was advised that the new location was recommended by the Conservation Officer when visiting the site for the original application as they felt it would look better sited as per the new application
- The alterations were to a newer part of the building and are shielded from the rest of the house.

One councillor expressed the reservation that the usual comments of the officers concerned with the Application had not been made available to councillors and that they could not therefore be totally confident of their view.

Motion: proposition 3. The Council were in favour of the application and would speak in Committee should the Planning Office disagree.

Proposed: Pete Doherty Seconded: Glyn Perrens

Voting: 5 in favour with 1 abstention.

- 3ii 16/11372: Pound Cottage, High Street, Damerham: Single-storey extensions; porch; bay window extension (Application for Listed Building Consent)
The same comments applied and the same decision was reached.

The Clerk reported that she had noticed that there was shortly to be a planning application posted for Courtwood Farm (16/11403) and said that she hoped the details would arrive soon and would not reveal a closure date for consultation which fell before the next PC meeting.

4. Decision on 1APP Consultation (Local Planning Application Requirements)

The Chairman explained the nature of the consultation: i) Sustainability statement would be required for commercial development over 1,000sq m ii) Viability statement for residential development of over 10 dwellings. Neither of these appeared to apply to Damerham

Action: Clerk to enter this view on the web site.

5. Other matters:

4i Finance: authorisation to pay External Audit invoice

This had not yet been received. The Clerk reported that she needed to reregister for data protection and it was agreed that she should do this

4ii Finance: information on need for Internal Auditor

The Chairman and Clerk had previously formed the opinion that, with changing regulations and the increased need for evidence of probity in all dealings with public money, the service of internal auditing currently being provided by Sophie White did not give the level of rigour required. In particular the Clerk felt the need for an auditor who could confirm her understanding of the necessary documentation required under changing legislation. She had taken advice from HALC and consulted other clerks who strongly recommended Eleanor Greene, who currently works for HALC and conducts training sessions. She does a large number of internal audits and will be able to advise on what documents she will need to see. Eleanor charges £155 to small councils and says the whole process normally takes 3 hours.

Motion: The clerk should approach Eleanor Greene with a view to the Council employing her as Internal Auditor for the current financial year 2016 – 2017 .

Proposed: Richard Major Seconded: Pete Doherty

Voting: unanimous

Action: Clerk and Chairman to write to Sophie White thanking her and saying that the Council would not need her services in March 2017.

4iii Decision on spending on New Residents Welcome Pack

The Clerk had consulted with the Chairman and begun on a complete editing of this pack, which she now showed councillors. She would like to be able to purchase cardboard type presentation folders to contain these papers and envisaged that this loose leaf format would make it much easier to update information with changing circumstances. The cost of 100 folders would be £157.00 + VAT. Councillors unanimously agreed that she be delegated to get these printed and use them to distribute the new packs when completed.

Motion: the Clerk should order 100 A4 presentation folders from Time2Display

Proposed: David Crane Seconded: Glyn Ruth

Voting: unanimous

4iv Request for help from residents of East End with cat problems

The Clerk reported that she had received a number of complaints and comments from householders who were frequently visited by a very persistent cat, believed to be owned by residents in West Park Lane. Some of the animal 's behaviour, which included entering houses and killing garden birds, had been written off as the unfortunate behaviour of cats. However two householders had now reported arriving just in time to prevent the cat from carrying off a domestic bird in its mouth. In the case of the latest report, the owner had recently lost 5 expensive birds over

the course of a few months, some of which were partially eaten and some totally vanishing and it was now, reasonably, believed that the cat could have been responsible. Residents were reluctant to approach the owners themselves as they believed that they had no idea of the cat's nuisance behaviour. They wondered if the PC could make a representation to the owners.

Councillors queried the preventative measures taken by the owner of the ducks and these were explained. They then agreed that, through this was rather outside their usual remit; representing the views of electors, particularly in cases of distress, was clearly what they were in existence for.

Action: Clerk to draft a friendly letter to the cat owners, asking for their cooperation.

4v Update on PlayTrail maintenance

The fallen tree had been completely disposed of and the root ball replaced in the original hole. Some logs had been retained for use as seats. The work had been carried out very neatly and in a timely manner. Other work on the PlayTrail, to be undertaken by Marcus Noke and Mark Davison, would shortly be put in hand.

The Clerk had received a comment from a neighbour that the hedges bordering the back gardens in West Park Lane had not been cut for 2 years and asking that this be put in hand. Councillors agreed that this should be done.

Motion: That the Clerk should employ the tree surgeons who disposed of the fallen tree to cut the hedges at their earliest convenience.

Proposed: Pate Doherty Seconded: Richard Major

Voting: Unanimous

6. Any other matter considered urgent by the Chairman for discussion or information.

6i Vegetation in Mill End

The Clerk had met with Bob Brown (Hampshire Highways) who pointed out that, were he to order the cutting back of the overgrown reeds opposite the School, then cars would almost certainly run over the edge of the banks again, reducing the width of the stream. BB recommended digging out the ditch. This might necessitate another letter from HC to the land owner.

Motion: the Clerk to ask Bob Brown to both cut back the reeds and put in train any necessary measures for digging out the ditch;.

Proposed: Glyn Perrens Seconded: Glyn Ruth

Voting: unanimous

6ii A Car Park for the School

The Chairman updated councillors on his correspondence with Tylney investments (attached) The school was also in favour of the proposal to build a car park, but had no capacity to fund this.

Action: Chairman to take this forward with Cllr. Heron; Andrew Donald, the Chairman of the School Governors; and possibly also the Friends of School with a view to drawing up the requested plan for Tylney Investments (the land owners) to consider.

6iii Parish Council Laptop

The Chairman suggested that the Council purchase a laptop for the Clerk's use with a grant from the Transparency Fund. The Clerk agreed that recent problems with the laptop kindly provided by Phil Tandy, and which still belonged to him, suggested that it's useful lifespan was ending.

Action: Clerk to apply for transparency Fund grant.

7. Date of next PC meeting: Monday 28th November 2016

The meeting closed at 8.10pm