

**DAMERHAM PARISH COUNCIL**  
**Minutes of the Meeting held in Damerham Village Hall on**  
**Monday 24<sup>th</sup> July 2017 at 7.30 p.m.**

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**Councillors present:**

David Crane (chairman), Pete Doherty (arrived 8.30pm), Mrs Cathy Godber, Richard Major, Mrs Suzanne Musker, Phil Stephens, Barry Vincent

**Parishioners present:** Mr John Godber, Mrs Diane Head

**Others present:**

Mrs Ros Jones (Footpaths Officer), Mrs Natasha Mackenzie (Clerk elect) and Mrs Sue Sykes (Clerk)

**Public participation**

Mrs asked if anything could be done about an overgrown hedge in West Park Lane, which she felt was a danger to pedestrians, particularly at night. It was agreed that the Clerk would approach this resident and ask him nicely to cut the hedge.

Mr Godber again raised the question of the verges and asked if they had now had their annual cut. If so then there would be no other cut in the autumn. It was agreed to wait for the September meeting before deciding to take any further action.

***Action: Clerk to give Mr Godber the web site address to report this as a danger to traffic.***

**Apologies:** accepted from Glyn Ruth and Glyn Perrens. Pete Doherty had intimated that he would be detained at work. Spinney Adlam (Parish Watercourse Office) and Councillor Edward Heron (NFDC), were not present.

**1. Declaration of business and pecuniary interests:** No interests were declared.

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

Were approved and signed. Those for May had been approved in June.

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

The Chairman updated councillors on the situation with the editorship of the Parish Pump – councillors were delighted to hear that Maria Langdown would continue and thanked DC for his intervention; committing to completing an overview of content within 24 hours of receiving the draft.

4vi Repainting of bus shelter

Mike Jerrard had agreed to undertake this work but would not be able to do so until the autumn. It was agreed that the paint should be bought, but no timescale was suggested.

4vii Updating of website

The Clerk reported that the statutory documents for compliance with the Transparency Code were now on the web site and said that she hoped to complete the New Residents Welcome Pack before resigning at the end of August and that this could be up loaded together with links to other web sites.

***Action: SUS and RM to meet on Wednesday 10<sup>th</sup> August (provisional date).***

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**5. Updates on projects in hand:**

5i Management of verges throughout the village

See below at Item 8 below.

5ii Lengthsman visits update

It was agreed that the clerk would contact Fordingbridge TC to see if extra days were available and complete work sheets for the Lengthsman. Clearing grips throughout the village was the top priority together with cutting back vegetation from road signs – particularly on the Martin Road and the East End bend sign. Fallen trees on Footpath 49 also needed clearing. In addition, there was work to be done on the PlayTrail. Clearing vegetation from footpaths could also be on the worksheet.

***Action: Clerk to ring FTC and complete worksheets***

5iii SpeedWatch: progress on training for volunteers

All forms and measures were in hand for the new SpeedWatch team to start and the Chairman believed that the Damerham volunteers would be able to join a training session already arranged in Fordingbridge.

There was discussion of the possibility of warning signs but no conclusion was reached as it was believed that SpeedWatch could only operate in the High Street.

5v Footpath 49: progress on work to be done

A meeting was arranged between Ros, David and with Natalie Hands that Countryside Access Ranger for this Wednesday 26<sup>th</sup> July to explore what could be done. The Chairman believed that money would be forthcoming but might need to be match funded. He expected to be able to give an update on this at the September meeting.

**6. Report from Parish Footpaths Officer**

Ros Jones presented her report as follows:

“After the recent heavy rain, it is no surprise that many paths are muddy. However, I am pleased to say that Bridleway 23 (Stony Lane) from Manor Farm to Four Corners has been resurfaced and is immeasurably improved even in wet weather. Thank you, Mr Burroughs.

I'd like to remind people about the Ringwood and Fordingbridge Footpaths society. Not only does it organise one or two guided walks every week, but its members inspect local footpaths every couple of years or so and some of them help to maintain paths and install gates, styles and bridges. Annual membership costs £4 single / £6 family and the membership secretary is Mrs Marlene Sexton: 01425 838534.

Another reminder: watch out for ticks, which can infect you with Lyme Disease. When walking in the countryside it is sensible to wear long trousers and boots rather than shorts and sandals. If you pick up a tick, remove it with tweezers and keep an eye on the bite for a couple of weeks. If you develop a red circle the size of a £2 coin around the bite mark, see your doctor.”

**7. Report from Parish Watercourses Officer**

In the absence of Spinney Adlam there was nothing to report.

***Action: Clerk to put meeting dates in the post to Spinney***

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**8. Report from Transport Representative**

BV presented his report, which included information on the maintenance of verges:

“You all would have noticed that there are many pot holes around the village that have been marked for repair and not done. I have spoken to Bob Brown about this and it seems we will have to wait for the new contractors to do these and I believe they start next month.

The only repair that has been done in the last week was at the top of Steels Lane where I noticed a hole in the road; I mentioned this to Bob who inspected it and it was repaired within 24 hours.

David and I had a meeting with Bob to discuss what could be done about eroding verges in the village. Unfortunately, Bob was very negative as he believed that there was nothing Hampshire Highways could do about these.

We also spoke to Bob about the area by the school to see if it could be tidied up, levelled and maybe scalping's put down and a kerb installed. We said to Bob that the Parish Council would be prepared to pay towards this hoping this may persuade Hampshire Highways to do the job. Unfortunately, since the meeting with Bob he has spoken to his bosses and I am sorry to report that he received a negative response. I think the only hope we have is to see if Edward can push the case for this area by the school.

The one piece of good news is that after I reported that the sign at the bottom of Pound Lane had been knocked down, the broken sign has been removed and I am led to believe that it will be replaced by an older style finger post sign”.

***Action: DC to draft a letter for Clerk to send to Cllr Heron to ask if he has any powers to persuade Hampshire Highways of the need for repair of verges.***

**9. Correspondence**

**9i Family trees**

The Clerk reported an increase in the number of on-line requests that she was receiving asking for information on fore bears in the village. She suggested putting some contact details on the web site and mentioning that the Clerk (NM) had no personal knowledge of past residents as she did not live in the village. This measure was agreed.

**9ii Travel Line taxi share**

This service would operate from Damerham and surrounding villages to Fordingbridge; and could be used by any resident who registered with Hampshire CC by phoning 01962 846786. Those who registered would be sent an information pack with details of times, costs and instructions on how to book.

***Action: Clerk to put up publicity in the village and post it in the Pump***

**9iii Upgrading roads and signage**

The Chairman explained the new system that had been introduced and involved an on-line application.

***Action: DC to pursue the possibility of a grant to improve the safety aspect of Court Hill***

**9iv Play equipment competition**

A competition to be entered for new play equipment was noted but it was decided not to pursue this option.

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**10. Finance and payments**

10i Payments for July and August for agreement

Councillors accepted that a number of payments would need to be made before the next Council meeting and that invoices had not yet been received. The Clerk would deal with these using her delegated powers.

694	1&1 Internet	£35.96
695	Time2Display	£48.00
696	Clerk's August salary (not exceeding £175.06)	
697	Clerk's final expenses (to be agreed with DC)	
678	Tree work on PlayTrail (not to exceed £456)	
699	S137 Grant to TUFF (if agreed. See below)	

A late request for a grant had been received from Mandy Robins for providing holiday activities for local children, possibly using the PlayTrail as had been most popular last year. This would go some way to replacing the FunQuest holiday activities which had been a feature in recent years. Mandy had explained that, due to NFDC budget cuts, she had not received a grant from them for the current year and that her organisation TUFF was almost totally dependent on external funding as she displayed a donations tin for parents but – due to the inclusive nature of the events – did not make a charge.

Motion: That DPC should make a grant of £325 to TUFF. This being the funds left in the planned budget for S137 grants after payments made in May. This payment was a special case and it must be noted that S137 payments would not normally be allocated after the May PC meeting.

Proposed: Cathy Godber      Seconded: Pete Doherty

Voting: 5 in favour. 1 abstention. PS declared an interest and withdrew from the vote.

10ii Bank reconciliation for June and July for approval

This was approved as follows. It was noted that, as the June reconciliation had been checked by PS and that the September one would be, it was unnecessary for this, July, reconciliation to be double checked.

<b>Opening balance</b>	<b>£19,222.57</b>
Cheques presented since 9th June	£889.38
Income	nil
<b>Balance in bank to date</b>	<b>£18,333.19</b>
Unpresented cheque	£174.86
Actual funds available	<u>£18,158.33</u>

10iii Signatories for the bank account: to appoint third signatory

The Clerk requested a volunteer to become a third signatory on the PC account and it was agreed that she should ask Glyn Ruth if he would undertake this.

**Action: SUS to ask GR and to get necessary paperwork completed.**

10iv Assets Register: update

The clerk reported that this was now updated and that she had spoken to Zurich, who would not change the insurance premium until the following year.

**Action: SUS to e-mail amended Register to Zurich and post on web site**

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**11. Planning applications**

17/10899. Knoll Farmhouse, North End: Agricultural building.

After consideration of the information provided by the planning department it was agreed that there were no real reasons to object

Motion: 1. Approval. The PC would accept the decision of the Planning Office

Proposed: Pete Doherty      Seconded: Cathy Godber

Voting: Unanimous

17/10718 Stapleton Farm Cottage, Cranborne Road. Outbuilding

There was discussion of the implications of this application and the low height was noted.

Motion: 1. Approval. The PC would accept the decision of the Planning Office

Proposed: Richard Major      Seconded: Phil Stephens.

Voting: Unanimous

**12. PlayTrail management**

12i Working Group

There was some discussion of the different interests within the village who had used, and might in the future use, the area and equipment that might or might not be provided. It was agreed that the members of the working group would be Pete Doherty, Suzanne Musker and Paul Toynton. There should be an article in the Pump and in the school newsletter at the start of the new term inviting residents to give their views on the PlayTrail in general, its possible future and its use in particular.

**Action: Clerk to set up first meeting of Working Group in August**

12ii RoSPA Report and recommendations for repairs

The Clerk suggested that the Working Group should consider the RoSPA report in the first instance as this contained recommendations for repair to most of the wooden structures – though none of these was judged as a high risk.

12iii Tree work on PlayTrail

The estimate received for cutting up and disposing of the fallen tree across the river on the PlayTrail was £456 and, though the company who was doing the work on trees across the river in the High Street was known to be a good one, it was believed that this would be considerably higher than the cost should the work be carried out by the firm who had previously done the tree work on the PlayTrail

**Action: Clerk to get a second estimate and accept the lower one.**

**13. Appointment of new Clerk**

***Note: The Chairman took this item at the top of the agenda.***

DC said that the Council was extremely fortunate to acquire the services of Natasha Mackenzie as clerk on the resignation of Sue Sykes. NM introduced herself and gave the meeting some idea of her professional experience. Councillors then introduced themselves.

NM left the meeting and the councillors discussed her employment package. Information on this package can be viewed on request to the Chairman.

Motion: That Natasha Mackenzie be appointed as Clerk to the Damerham Parish Council from 1<sup>st</sup> September 2017.

Proposed: Richard Major      Seconded: Phil Stephens

Voting: Unanimous

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The Chairman proposed a vote of thanks to the outgoing Clerk for her work on behalf of the Parish Council and for taking this on, rather than remaining as a councillor. He presented SUS with flowers on behalf of the Parish Council.

**14. Neighbourhood Watch update**

In the absence of Glyn Perrens there was nothing to report.

**Action: DC to talk to GP and contact all co-ordinators to see what is happening**

**15. Reports from Councillors attending other meetings:** None

**16. Chairman's Matters:** No additional matters.

**17. Date and time of next meeting:** Monday 25<sup>th</sup> September 2017 at 7.30pm

*The meeting ended at 9.25pm*