

DAMERHAM PARISH COUNCIL
Minutes of the Parish Council's Annual Meeting held in Damerham Village Hall
on Monday 20th May 2019

Councillors present:

David Crane (Chairman)	Cathy Godber	Pete Doherty
Richard Major	Mark Matthews	Glyn Ruth
Suzy Simmons	Phil Stephens	

Members of the public present:

Others present:

Natasha Mackenzie (Clerk)

Public participation: (7 in attendance)

The owners of Jubilee Camping addressed the council and attendees detailing the forthcoming Equinox Fire Festival being held this autumn. In summary:-

- The camping business is diversifying from their main farming business.
- The festival is a ticketed event (approx. 450 guests) being organised by Arkadia Events, from 12pm Fri 20th til 12pm Mon 23rd September.
- Music anticipated Fri, Sat & Sun evenings till 11pm.
- The event is family orientated, with local food and drink, steam engines and other simple country pursuits.

The Chairman thanked them for attending.

A resident questioned when the dragon's teeth installation works will take place in Mill End. **Clerk to chase HCC Highways.**

The issue with parking for the school was noted again, and suggested solutions by the Parish Council are with the School for consideration.

1. Appointment of Chairman and Vice Chairman

19/05/45

Cllr Crane was proposed and seconded as the Chairman. All in favour (8).

Cllr Godber was proposed and seconded as the Vice Chairman. All in favour (8).

2. Chairman's declaration of Acceptance of Office

19/05/46

Cllr Crane signed and read out the declaration. All other members signed their declarations of office.

3. Apologies and declaration of quorum

19/05/47

Apologies were received from Cllr Heron.

4. Declaration of pecuniary interests:

19/05/48

Cllr Godber and Cllr Simmonds both declared non-pecuniary interests in Finance 12.viii - Consider award of grants to local individuals and organisations.

5. Appointments of Parish Officers

19/05/49

Ros Jones was proposed and seconded as the Footpaths Officer. All in favour.

No nomination was made for Watercourses Officer. **Defer to the next meeting.**

Cllr Crane was nominated and seconded as the Transport Officer. All in favour.

6. To fix dates and times of meetings

19/05/50

The schedule of meetings for 2019/20 was proposed and seconded as follows:-

2019

Monday 17th June (if required for planning applications)

Monday 15th July

Chairman

15th July 2019

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Monday 5th August (if required for planning applications) (1st Monday due to clerk's annual leave)

Monday 16th September

Monday 21st October (if required for planning applications)

Monday 18th November

Monday 16th December (if required for planning applications)

2020

Monday 20th January

Monday 17th February (if required for planning applications)

Monday 16th March

Monday 20th April (if required for planning applications)

Monday 18th May – Annual Parish Assembly followed by Annual Meeting

Clerk to update website.

7. Elect official signatories to execute official documents on behalf of Damerham Parish Council

19/05/51

The Chair and Vice Chair were approved as official signatories for official documents.

8. To approve minutes of the previous meeting held on 18th March 2019

19/05/52

It was agreed the minutes of this meeting could be signed by the Chairman as a true and accurate record: all in favour (8). **Action: clerk to update the website.**

9. To receive Officer Reports:

19/05/53

- i. Parish Footpaths Officer: Ros Jones reported as follows: State of the Paths - they have been a pleasure to walk along because of the birdsong, butterflies and burgeoning growth in the last two months. Moreover, the unusually warm dry weather has stopped them becoming too muddy. Problems – I was told that barbed wire had been stretched across a stile near the top end of New Road on Footpath 501, to the danger of walkers. By the time I went up to check it, someone had cut the wire and wound it back. Thank You!

19/05/54 - Both The Compasses Inn and Jubilee Camping were gratefully thanked for their donations sponsoring the footpath leaflets, which are pending imminent distribution.

19/05/55 – The proposed works to improve the muddy patches on the recently renovated FP49 were discussed, and Cllr Crane will refer to the contractor for advice and confirm a date to helpers.

- ii. Parish Watercourses Officer: no report.

19/05/56

- iii. Parish Transport Representative: Disappointment was expressed following the sub-standard top dressing works to roads in and around Damerham. The layer of bitumen was thin and the grit has not adhered to it in many places. Additionally, it was queried why the High Street was not included in the works? **The Clerk will write to HCC Highways.**

- iv. Any other reports from meetings attended: no other meetings attended.

10. Matters arising from the minutes not covered elsewhere on the agenda – already discussed.

11. To consider planning applications:

- i. NFDC 19/10493 Elf Cup Wood, Lower Court Wood, Court Hill - Agricultural shelter (Agricultural Prior Notification). No recommendation made as not required from the Parish Council.

19/05/57

- ii. NFDC 19/10489 Old Corn Mill, Mill End – rear conservatory. This was discussed **and it was proposed and seconded to recommend permission under option 3 to NFDC with the following comments:-**
 - **The design enhances the existing dwelling and fits in with the surroundings;**
 - **The conservatory is not visible from the road;**

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- **The Conservation Officer's advice does not take into account the Planning Officer's reference to policy DM20.**

All in favour.

19/05/58

- iii. NFDC 19/10495 Land at Greenbank & Sandhill Woods – Hardstanding and access tracks (retrospective). This was discussed and **it was proposed and seconded to recommend permission under option 1 to NFDC.** All in favour.

19/05/59

NFDC 19/10528 Parvins Cottage, Lower Daggons Lane, South End - To increase height of existing chimney by 7 bricks for flue for log burner (Application for Listed Building Consent). This was discussed and it was agreed to Damerham Parish Council are **happy to accept the decision reached by the NFDC Officers under their delegated powers.** All in favour.

Clerk to check for planning application deadlines for Manor Farm House 19/10573.

11. Finance

19/05/60

- i. Approval of payments for April/May. The clerk had circulated all payment details to all members. All in favour (8).

01-Apr	798	Precision Coating Services - Beacon clean	480.00
01-Apr	799	Time2display - Apr 2018 Parish Pump	36.00
01-Apr	800	HMRC Payments - 2018/19	52.94
01-Apr	801	Chq cancelled	-
01-Apr	802	David Crane - Grass Protection Mats	31.00
12-May	803	Viking Stationery	66.74
12-May	804	HALC Subscription	261.00
12-May	805	Odd Job Man - Playtrail Maintenance	293.40
12-May	806	P Reynolds - Annual Internal Audit	160.00
12-May	807	Time2display - Apr & May Parish Pump	74.40
12-May	808	Time2display - walk leaflets	159.00
12-May	809	N Mackenzie - Clerk Apr Salary & Expenses	259.86
12-May	810	N Mackenzie - Clerk May Salary & Expenses	259.57
12-May	811	Time2display - owed from 2018 for Parish Pump	36.00

19/05/61

- ii. Approval of bank reconciliation – 08/03/19 to 13/05/19. Cllr Stephens confirmed he is happy with the bank reconciliation.

19/05/62

- ii. Approval of signing authority for payments. Cllrs Crane, Godber and Ruth were proposed and seconded as signatories. All in favour.

19/05/63

- iii. Approval of Annual Governance Statement. The clerk had circulated this document to all members and it was proposed and seconded, all in favour.

19/05/64

- iv. Approval of Annual Accounting Statement. The clerk had circulated this document to all members and it was proposed and seconded, all in favour.

19/05/65

- v. Note CIL received. The clerk reported £780.09 had been received from planning application 17/11632 Knoll Farm. It will be transferred to the savings account.

19/05/66

- vi. Consider insurance premium renewal. The renewal quote was £519.39 (£25 more than last year). It was proposed and seconded to accept the quote. All in favour.

19/05/67

Chairman

15th July 2019

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- vii. Consider award of grants to local individuals and organisations. The clerk had circulated a list of grant requests received. These were discussed in detail and the following awards were proposed:-

Organisation	Amount	Need	Awarded
Citizens Advice Bureau	£300	To assist residents via the new outreach service in Fordingbridge Library	nil
Damerham Village Hall	£250	To help fund replacement of the main doors which are rotten	£250
St George's Church	£500	To help maintain the churchyard e.g. grass cutting	£500
The Friends of Western Downlands Primary School	£500	To assist in replacing worn out play equipment at Damerham & Rockbourne and buy a 'Ball Wall'	£400
Victim Support	£100-150	To purchase security items that are provided to victims and their families free of charge	£100

Seconded, all in favour. **Clerk to raise cheques.**

13. Tree works applications, planning decisions received and appeals:

19/05/68

The following applications and decisions were noted:-

Planning application decisions

19/10238 St Georges Church, Church Lane - Re-roof belfry and tower, removal of hard render and replace with oak weatherboard cladding on east elevation of belfry – *granted stc*

Tree applications

NFDC TPO/19/0321 Coote Cottages, High Street - Poplar x 1 - Fell

NFDC CONS/19/0323 Park Villas, High Street, East End - Sycamore x 2 – Fell; Elder x 1 – Fell

Tree application decisions

NFNPA CONS/19/0151 Parsons Meadow, High Street, Damerham – Prune 1 x Oak tree; Prune 1 x Beech tree; Prune 1 x Acacia tree; Prune 1 x Handkerchief tree; Prune 1 x Acer tree – *raise no objections*

14. Parish Council matters:

19/05/69

- i. Update on Parish Projects.

Footpath leaflets: in production.

Village Recycling Centre: Cllr Simmons has met with the Woodgreen coordinator. She is looking to find a suitable site: village hall not keen, maybe the Sports field?

Access to the Stream at West Park Meadow: not to be progressed, as suitable areas in existence.

Digitising the parish archives: Cllr Doherty furthering with Mike Jerrard.

19/05/70

- ii. Update on Community Funded Initiative project. Cllr Crane has already reported in the Annual Parish Assembly.

19/05/71

- iii. Elections 2nd May 2019 and vacant position for co-option: the council can proceed to co-option within 35 days of the elections, however no-one has come forward.

15. Environmental matters:

19/05/72

- i. Suggested tasks for next Parish Lengthsman visit. The next visit is Monday 8 July: proposed tasks were noted as cutting and clearing vegetation around signs throughout the village.

Clerk to check CAMS for issues to add to the task sheet.

Rubble has been reported in a pothole-ridden unofficial layby. **Clerk to report on Hantsweb.**

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16. Community matters:

19/05/73

- i. Community SpeedWatch meeting update. Training is scheduled for the first two weeks of June; any additional interested persons are welcome. Contact the clerk for more information.

19/05/74

- ii. West Park Meadow Working Group.
 - Receive report: Cllr Crane advised the RoSPA inspection will be carried out in May, The Odd Job Man had carried out essential maintenance (grass matting replacement etc), pop your green tokens at Waitrose Ringwood into the Community Meadow slot, and additional grant opportunities are still being researched.
 - Receipt of regular inspections of the Playtrail equipment. Cllr Godber passed the clerk her recent inspections.

19/05/75

- iii. Consider attendance at Fordingbridge Town Council's WW1 memorial unveiling 11am on 28 June. The clerk will circulate details to all should anyone want to attend.

17. Consultation Papers or Events (to approve responses or agree attendees as appropriate): none

18. Correspondence - none

19. Other matters considered urgent by the Chairman or raised with him by councillors in advance - none

The meeting closed at 9.20pm.

Date and time of next meetings:

Monday 17th June 2019: Damerham Village Hall @ 7.30pm (if required for planning applications)
Monday 15th July 2019: Damerham Village Hall @ 7.30pm