

DAMERHAM PARISH COUNCIL
Minutes of the Parish Council's Annual Meeting held in Damerham Village Hall
on Monday 16th September 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: 5			
Others present:			
Cllr Edward Heron	Natasha Mackenzie (Clerk)		

Public participation: The following matters were raised:- Completion of the white lining works under the Community Funded Initiative. This was discussed and Cllr Heron agreed to investigate. Clerk to forward details. Could the number 49 bus service be better advertised within the community? It was agreed for the Parish Council to renew notices at the Village Hall and on the noticeboard. Clerk to action. There are still issues with parking near the school, the verge is being churned up – can it be surfaced? Cllr Heron advised the road cannot be widened as a parking area, however marker posts have been put in by the Parish Council and dragon's teeth are awaited. Clerk to send details to Cllr Heron of when this was agreed. Regarding parking at the school, this is with the School Governors. Cllr Simmons to obtain an update. Grit bin over border in Martin- clerk will liaise with the clerk for Martin Parish Council. Replacement of wooden sign on the corner of Court Hill and Church Lane – the churchwarden confirmed the parochial church council is looking into replacement.

1. Apologies and declaration of quorum

19/09/95

Cllr Doherty will arrive late.

2. Declaration of pecuniary interests - none

3. To approve minutes of the previous meeting held on 15th July 2019

19/09/96

It was agreed the minutes of this meeting could be signed by the Chairman as a true and accurate record: all in favour (7). **Action: clerk to update the website.**

4. To receive Officer Reports:

19/09/97

i. Parish Footpaths Officer: Ros Jones reported as follows.

State of the paths: I was very pleased to find some of the paths we suggested should go on the County Council's cutting list have been done, making them very pleasant to walk along; the only one I have not seen recently is FP17 (Muddy Lane) so that I don't yet know if that was trimmed too.

Walks leaflet: I have seen/heard of several people following the Damerham Village Walks; the only snags encountered seem to have been on walk 3, between Cornpits Lane and Ashridge where a stile was partially obstructed by brambles and a tree had fallen across the path in the wood. A friend has trimmed the brambles (thank you!) and in August I rang Boveridge Farm to ask the woodland path to be cleared. Also, in August I wrote to Down Farm, Rockbourne, asking for FP20 from Allenford Pond to be made possible for walkers. The path goes up through a neck of woodland into a field and was very overgrown. I stopped last week to have a look and I could hardly see the path itself, but a route had been cleared into the adjoining field where walkers could follow the woodland edge up the hill to the next section of the path.

Clerk to liaise with Rockbourne PC regarding installation of a marker disc on a gate in Walk 3.

ii. Parish Watercourses Officer: no report.

iii. Parish Transport Representative: no report.

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

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5. Matters arising from the minutes not covered elsewhere on the agenda

19/09/98

Cllr Stephens reported he has liaised with Jubilee Camping and confirmed the Fire Festival event for the weekend of 20 September will not be held. The event licence was not issued, as apparently an illegal rave with the same postcode is being held this weekend. **Please be alert!**

The owners have advised they have appointed a planning consultant and are carefully considering the way forward for the site. The application will be anticipated in 2020.

Cllr Doherty arrived at 7.57pm.

6. To consider planning applications:

19/09/99

- i. NFDC 19/10897 20 West Park Lane - First floor rear extension; porch; bay window. The applicants were in attendance and they explained the carport is not included on the current drawings, however updated drawings have been sent to NFDC last week. Also, there were concerns regarding the porch at the pre-application advice stage, however the applicants are hoping these have been addressed via lowering the roof.

It was discussed and supported by the councillors. **The Parish Council recommend permission under option PAR3 to NFDC.** Seconded, all in favour (7).

19/09/100

- ii. NFDC 19/11077 Huckle Cottage, Lower Daggons Lane, Lower Daggons - Two-storey side extension; single-storey rear extension; demolish existing side extensions. This was discussed, mentioning the minimal increase in habitable floorspace, and was supported by the councillors. **The Parish Council recommend permission under option PAR3 with delegated powers to NFDC.** Seconded, 6 in favour, 2 abstentions.

7. To note: Tree works applications, Lawful Development applications, all decisions, enforcement investigations & appeals: see appendix 1

19/09/101

- i. Ringwood & Fordingbridge Skip Hire appeal – hearing was 10 September; decision awaited from the Inspector. Cllr Crane had attended this hearing and confirmed all the Parish Council's previous comments were included in the report. A decision is awaited from the Appeal Inspector.

8. Finance

19/09/102

- i. Approval of payments for August & September. The clerk had circulated all payment details to all members. All in favour (8).

825	The Odd Job Man-Playtrail maintenance	168.96
826	N Mackenzie-August salary & expenses	249.09
827	Time2Display Ltd-P Pump August & September	48.00
828	PKF Littlejohn-external audit fee	240.00
829	N Mackenzie-website fee refund	35.96
830	N Mackenzie-August salary & expenses	211.56
831	TUFF-Events on Community Meadow 2019	702.40

19/09/103

- ii. Approval of bank reconciliation – 06/07/19 to 07/09/19. Cllr Stephens confirmed he has checked the bank reconciliation and has signed it off. The clerk requested agreement to change the name of the bank accounts from Treasurer (to Current) and BUS Instant (to Savings). All in favour (8). **Clerk to action.** Clerk is continuing to research whether we can change to online payments. **Clerk to action.**

19/09/104

- iii. Conclusion of annual external audit. The clerk had circulated the documents from PKF Littlejohn to all evidencing the successful completion of the external audit for accounts 2018/19. **Clerk to upload documents to our website.**

DAMERHAM PARISH COUNCIL
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on Monday 16th September 2019

19/09/105

- iv. Consider grant requests. Two late grant requests had been received. The majority of the budget was allocated in May 2019 and it was agreed to roll over the surplus to the May 2020 budget and ask the applicants to reapply.
Clerk to action, and ensure application deadlines are clear on our website.

9. Parish Council matters:

19/09/106

- i. Update on Parish Projects.

Village Recycling Centre: Cllr Simmons advised the delivery of sheds for both Damerham and Rockbourne school sites are due later this week. Rockbourne Parish Council also supported the request for funding. Friends of Western Downlands Schools will pay for the sheds and request reimbursement from the Parish Councils. The Headteacher of Damerham School will appoint a school committee to organise and monitor the recycling centre.

Full details of what can be recycled will be announced, however it is likely to be small items such as batteries, corks, stamps, crisp packets. It was noted that Fordingbridge are recycling Tetra Pak in Co-op on the high street.

Digitising the parish archives: not discussed.

19/09/107

- ii. Update on Community Funded Initiative project. Cllr Crane advised some of the works are still outstanding and he is closely liaising with the co-ordinator. **Clerk to forward CClr Heron details of what works are outstanding.**

19/09/108

- iii. Western Downland Parish Liaison meeting: the clerk had still not received any response regarding this meeting, and it was agreed to allow it to lapse until later in the year. *Post meeting: a date has been set for Monday 30 September.*

10. Community matters:

19/09/109

- i. Community SpeedWatch meeting update. An attending resident advised the sites where this can be carried out have been approved by the Police. **Clerk to obtain an update from the co-ordinator for the next meeting.**

19/09/110

- ii. Consider a Parish Litter Pick. This was discussed and agreed for a litter pick to be organised for 26/27 October. **Clerk to organise equipment from NFDC, send poster to Cllr Simmons for the school.** Grateful thanks were expressed to local families who have carried out a glass litter pick in the dried stream bed near the village hall.

19/09/111

- iii. West Park Meadow Working Group.
- TUFF Report on the summer activities. The report had been circulated to all councillors, detailing the events held during 2019. CClr Heron was sincerely thanked for his generous grant of £800 to fund the events on the Community Meadow. The Stargazing event organised by Cranborne Chase AONB is scheduled for Sunday 27 October at 7pm, and all were encouraged to spread the word to friends and neighbours. Cost is £5 cash on the night. **Clerk to organise posters on noticeboards, around the village, to Cllr Simmons and on website.** The Parish Lengthsman has cleared the invasive weed Himalayan Balsam from the stream bed and repaired the basket swing on the meadow. Clerk to include provision for replacing the pirate boat wooden play structure in 2020/21 budget.
 - Receipt of regular inspections of the Playtrail equipment. Cllr Godber passed the clerk her recent inspections

19/09/112

- iv. Village storage. The Village Fair committee have asked the Parish Council if they can help with the provision of storage facilities for all the equipment (gazebo, signs, etc). Potential sites were discussed, and a viable option seemed to be approaching the Sportsfield Committee for some type of container storage in the sports pavilion yard. **Cllrs Crane and Stephens to further.**

Chairman

18th November 2019

DAMERHAM PARISH COUNCIL
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on Monday 16th September 2019

19/09/113

- v. Consider village VE Day 75 celebrations. This was discussed and agreed for Cllr Crane to raise at the Village Hall Management Committee. Suggestions were for lighting the beacon and bellringing on 8 May.

11. Environmental matters:

19/09/114

- vi. Suggested tasks for next Parish Lengthsman visit November. Cllr Crane advised he spoke with Marcus recently and he has advised he is no longer able to work on the highway without the appropriate safety precautions (eg warning notices & cones, hi viz clothing). This will make working on Damerham's ditches, grips, signage overly labour intensive. **Clerk to contact Fordingbridge Town Council to establish what tasks the Lengthsman can carry out.** Clerk also advised CCllr Heron has advised due to cuts in funding, going forward Parish Councils are likely to have to contribute to fees.

Commented [U1]:

12. Consultation Papers or Events (to approve responses or agree attendees as appropriate) - none

13. Correspondence - none

14. Other matters considered urgent by the Chairman or raised with him by councillors in advance

19/09/115 – articles were suggested for the Parish Pump, including details of the Village Recycling Centre and the Cranborne Chase Stargazing event.

19/09/116 – Cllr Doherty advised there have been reports of drones flying around Damerham, which in other areas have been reported to be filming. All were encouraged to ensure outbuildings and sheds are secure.

The meeting closed at 9.35pm.

Date and time of next meetings:

Monday 21st October 2019: Damerham Village Hall @ 7.30pm (if required for planning applications)

Monday 18th November 2019: Damerham Village Hall @ 7.30pm