

Damerham Parish Council
Minutes of the Parish Council Annual Meeting
held on the 24th May 2021

Councillors present:

David Crane	Cathy Godber	Glyn Ruth	Pete Doherty
Phil Stephens	Richard Major	Kirsty Anderson	

Members of the Public present: 10

Others present:

Mandy Wilkinson (clerk)

21/22.1 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office and address to the Council: It was proposed and seconded for David Crane to be elected Chairman for the forthcoming year. There were no further nominations and, following a unanimous vote, Cllr Crane was elected unopposed. The Chairman's Declaration of Acceptance of Office was signed accordingly and Cllr Crane addressed the Parish Council.

21/22.2 To elect the Vice Chairman of the Council and to receive the Vice Chairman's Declaration of Acceptance of Office: It was proposed and seconded for Cathy Godber to be elected Vice Chairman for the forthcoming year. There were no further nominations and following a unanimous vote, Cllr Godber was elected unopposed. The Vice Chairman's Declaration of Acceptance of Office was signed accordingly.

21/22.3 To co-opt new Councillor: There were two applicants for the new Councillor vacancy, both applicants presented a presentation to the Parish Council and members of the public present. Both applicants then left the room, whilst the members of the Parish Council discussed, it was proposed and seconded (5) for one applicant, and proposed and seconded (2) for the second applicant, after final discussion it was RESOLVED that Ann Bellows would be the new Councillor. David welcome Ann and invited her to sit on the Parish Council table.

21/22.4 To review and approve Councillors Declaration of Interests: The Councillors were asked to confirm by the clerk if there have been any changes in their completed Declaration of interest forms from the previous year, Councillors Crane, Godber, Ruth, Major, Stephens, Anderson and Doherty confirmed no changes. Councillors were given Declaration of Interest forms to complete and return at next meeting. Councillor Bellows completed her Declaration of interests form as a new Councillor.

21/22.5 To complete Attendance Register and receive apologies for absence:

Cllr Tandy and Cllr Heron conveyed their apologies, apologies were accepted by the Chairman and Clerk. The meeting was declared quorate.

21/22.6 To receive any declarations of interest by any councillor on any agenda item: No declarations of interest to be declared.

21/22.7 To approve and sign the minutes of the meeting held on 19th April 2021: Following a review, Cllr Anderson wished the minutes of the 19th April to be amended under 20/21.262 NFDC:21/10340 that she proposed a PAR 2 recommendation. The clerk will amend this in order for the minutes to be signed as a true record at the next Parish Council meeting on the 21st June.

21/22.8 To confirm the dates and times of ordinary meetings of the Council for the forthcoming year: Approved dates: These dates are subject to change depending on hall availability, any changes to dates will be displayed on the notice board and will be published on the Damerham Parish Council Website. Approved dates:
21st June, 19th July, 20th September, 15th November, 17th January 2022, 21st March, 16th May (Annual Parish and Annual Parish Council meeting)

If an extra ordinary meeting is required, for planning matters, these will be displayed on the noticeboard and website, however they will normally be the third Monday of the month.

21/22.9 To elect official signatories to official documents on behalf of Damerham Parish Council: It was proposed, Seconded and RESOLVED (7) that Cllr's Crane, Godber and Ruth should carry on as the official signatories for the Parish Council.

21/22.10 Finance

- a) To review current balances and financial position for year end 2021
Current account £6389.79 Deposit account £8948.80
- b) Annual Accounts 2020/21 – To be presented to the Council at the June DPC meeting, Internal Audit – 7th June, the audit will be approved following the auditors visit.
- c) CIL monies – No further CIL money received in 2020/2021
- d) Expenditure: The following cheques were approved and signed:

Cheque No	Payee	Details	TOTAL COST
000888	Richard Herring	Sluice gate	£235.00
000889	Time to Display	Parish Pump printing	£42.00

- e) To consider grants to local individuals and organisations:

Organisation	Amount requested	Need	Awarded 2021
Damerham Sports Field	£500	The grant would help towards costs of ongoing repairs to the pavilion	£500
Damerham Village Hall	£500	The grant would be towards the costs of wear & tear on the carpark	£500
Tea and Chat	£200	The grant would be used to cover administration costs and two planned excursions	£200
St Georges Church	£500	To help maintain the churchyard	£500
The friends of Western Downland Primary School	£500	Towards costs to repaint the playground marking at Damerham Infant Site	£500
Damerham Fair	£300	To help provide costs to provide storage equipment for fair on site	£300
Victim Support	£50	To help vulnerable people in Damerham and surrounding local areas	£50

21/22.11 To receive officer reports:

- a) Parish Footpaths Officer: Cllr Crane reported on behalf of the Footpath Officer, the private stile on FP1 has been repaired. The bridge on footpath has been reported to Hampshire Countryside Services
- b) Parish Watercourses Officer: Spinney gave an overview report on current watercourse's and reported that the water flow has improved since the work on the West Park Meadow sluice water and new gate fitted.
- c) Parish Transport Representative – still to be appointed
- d) Any other reports from meetings attended – none attended

21/22.12 Matters to report – To receive an update on actions since the last meeting not appearing as agenda items:

- a) Village Plan Working Group: Cllr Crane gave an overview on current situation with Village Plan – waiting for NFDC to facilitate a questionnaire which the Village Plan and Affordable Housing working groups can distribute to all Damerham residents
- b) Affordable Housing Working Group: Cllr Crane gave an overview on current situation on affordable housing as Cllr Tandy was unable to attend meeting - waiting for NFDC to facilitate a questionnaire which the Village Plan and Affordable Housing working groups can distribute to all Damerham residents
- c) BT Phone box – Clerk advised that BT have been chased on several occasions, but as yet no reply – Clerk to chase again.

21/22.13 Planning Applications

- a) **To receive & comment on applications received:** None received as of 18.05.2021
- b) **To review decisions received from NFDC Planning Authority:**

NFDC: 21/10287 & NFDC 21/10288 – Old Channel Hill Farmhouse, High Street, Damerham, SP6 3HA: Description: single-storey rear extension
Decision: Granted with conditions

NFDC 21/10493 & NFDC 21/10492 - Pound Cottage, High Street, North End, Damerham.
Proposal: Alterations and repairs to annexe to include cladding to match barn; single-storey extension for shower room; fenestration alterations; new internal stair case (Application for Listed building Consent)
Decision: Withdrawn by applicant

c) Other planning matters:

NFDC 20/10340 – Manor Farm Cottage, Cornpits Lane, Damerham, SP6 3HT
Proposal: Annexe (ancillary living accommodation for immediate family) (Retrospective)
Decision: Pending

NFDC 20/11397 & NFDC 20/11396 – Manor Farm House, Lower Daggons Lane, Damerham, SP6 3HN. Proposal: Fenestration alterations; roof lights; internal alterations to ground and first floor (Application for Listed Building Consent)
Decision: Pending

21/22.14 To review the Parish Council Asset Register:

Cllr Crane presented the Asset Register to the members, who **RESOLVED** to continue to adopt the existing register with the removal of the outdated projector and screen. The Parish Council noticeboard at Lower Daggons Lane would be renewed in line with the value insured. The defibrillator was gifted to the Parish Council, but it was proposed that this needs to be checked along with its battery, Cllr Godber will check and report at the June meeting.

21/22.15 To consider and approve renewal of the Council Insurance & discuss/ decide on alterations: Cllr Crane and Clerk have reviewed the policy and reported to the members that the policy had some changes, additional cover had been included to cover the Covid pandemic, the premium has increased by £7.91 to £534.98 this forthcoming year. It was proposed, seconded and resolved that the policy should be renewed.

21/22.16 Public Participation Session: The Chairman had provided a brief overview to the agenda items; members of public had been involved with the issues raised throughout the meeting.

21/22.17 Community matters:

- a) West Park Meadow Working Group
Receipt of regular inspections of the Playtrail equipment
- b) West Park Meadow safety inspection report for May 2021 – Clerk confirmed that the Playtrail has been inspected by ROSPA on the 13th May, no high or medium risk actions required, a few low-risk actions, which will be discussed by Parish Council.

c) Temporary Event Notices – Compasses Inn on 28th May, 25th June and 10th July 2021 - Cllr Crane has contacted Cllr Heron with regard to the TENS licences, Cllr Crane has also spoken to PCSO May regarding the possible disturbance caused by the acceptance of the TENS licences. The trustees of the playing fields have a planned meeting to discuss the camping issue on the cricket field – Action's to be reported June Parish Council meeting.

21/22.18 Environmental matters:

a) To receive an update following the Lengthsman visit to village on 10th May and suggested tasks for his next visit on the 12th July. Residents are reminded that they can forward ideas for the Lengthsman to the clerk at clerk@damerham.net

21/22.19 To receive items of correspondence: All correspondence has been forwarded to Councillors prior to the meeting.

21/22.20 Matters to be raised on the next agenda:

a) Parish projects

21/22.21 To receive reports from members who have attended meetings: None

21/22.22 Date and Time of next Parish Council meeting: Monday 19th July 7.30pm at Damerham Village Hall
The Chairman closed the meeting 8.30pm

These are draft minutes until reviewed and approved at the next Parish Council meeting

Mandy Wilkinson – clerk@damerham.net