

DAMERHAM PARISH COUNCIL
Minutes of the Parish Council Extraordinary Meeting held
on Monday 21st June 2021 in Damerham Village Hall

<p>Councillors present: David Crane (Chairman), Phil Stephens, Phil Tandy, Glyn Ruth, Cathy Godber, Pete Doherty, Richard Major and Ann Bellows.</p>
<p>Members of the public present:</p>
<p>Others present: Mandy Wilkinson (Clerk)</p>

Public participation: Three
The Following matters were raised: Visibility on road junctions around the village, in particular Pound Lane, speed signs and verges at Court Hill and Church Lane. Cllr's Crane and Major will investigate if there is any cutting back, they can do with the machinery they have, other jobs can be added to the lengthsman's task list for his next visit on the 2nd July.

1. 21/22.23: Apologies and declaration of quorum

Cllr Kirsty Anderson sent her apologies, apologies accepted (8)

2. 21/22.24: Declaration of pecuniary interests: None

3. 21/22.25: To approve and sign the minutes of the Annual Parish Council Meeting on the 24th May 2021 and the corrected minutes of the Parish Council Extraordinary meeting held on the 19th April 2021:

It was proposed, seconded and resolved that the minutes of the 24th May and 19th April 2021 to be signed by the Chairman as a true and accurate record: all in favour (8).

4. 21/22.26: Finance:

4.1 To review and approve the Internal Audit:

Annual Governance and Accountability Return 2020-2021 Part 2

i. Approve and Complete Exemption Certificate 2020-2021: Damerham Parish Council **RESOLVED** to complete the Certificate of Exemption on the Annual Governance and Accountability Return 2020-2021 as it meets the criteria of a smaller authority where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31st March 2021. The section was signed by Chairman and Clerk accordingly.

ii. To receive and consider Internal Audit Report 2020-2021: The internal audit report undertaken on 7th June 2021 was received by the Parish Council. Content was noted and would be addressed throughout the financial year. Website to be updated accordingly.

iii. Consider and Approve the Annual Governance Statement: The Parish Council **RESOLVED** to approve the Annual Governance Statement 2020-2021. The section was signed by Chairman and Clerk. Website to be updated accordingly.

iv. Consider and Approve the Accounting Statements: The Parish Council **RESOLVED** to approve the Accounting Statements 2020-2021. The section was signed by Chairman and Clerk. Website to be updated accordingly.

v. To receive dates for the smaller authority's period for the exercise of public rights: Notice of public rights and publication of annual governance and accountability return will commence on 29th June 2021 and end on 10th August 2021 in line with regulations.

4.2 To review current account balances

Current Account	Deposit Account
£6,389.79	£8,948.80

4.3 To approve expenditure:

Cheque no:	Payee	Amount	Description
000890	HMRC	£108.80	Payroll 20/12
000891	HMRC	£390.80	Payroll 21/12
000892	Tea & Chat Group	£200.00	S137 Grant
000893	Damerham Fair	£300.00	S137 Grant
000894	Damerham Village Hall	£500.00	S137 Grant

000895	The Friends of Western Downland School	£500.00	S137 Grant
000896	St Georges Church	£500.00	S137 Grant
000897	Damerham Sportsfield	£500.00	S137 Grant
BACS	M Wilkinson (clerk)	£282.80	Salary, Expenses & quarterly website charges – Ionos.
BACS	Time2Display	£60.00	Parish Pump Printing
BACS	Zurich Insurance	£534.98	Parish Council Insurance
BACS	ROSPA	£99.00	West Park Meadow Play Inspection
BACS	Damerham Horticulture	£250.00	S137 Grant

4.4 S137 Grant application:

Damerham Horticultural 137 Grant was unfortunately missed at the May Annual Parish Council Meeting, therefore following a discussion, the members proposed, seconded and Resolved (8) that the grant should be approved and payment of £250 will be paid via BACS.

5. 21/22.27: To consider planning applications:

5.1 To receive and comment on applications:

NFDC:21/10359 – Cabin at Bethany Cottage, The Common, South End, Damerham

Description: Annex cabin (retrospective)

Following discussion, by the members of the Parish Council, a motion to recommend a PAR3 was proposed, seconded and Resolved (8)

PAR3: We recommend PERMISSION, for the reasons listed below.

The outbuilding is to be used for the purposes ancillary and incremental to the enjoyment of the main dwelling in accordance with policy ENV3 and DM20.

5.2 To review decisions received from the NFDC Planning Authority:

NFDC: 21/10340 – Manor Farm Cottage, Cornpits Lane, Damerham, SP6 3HT

Description: Annexe (ancillary living accommodation for immediate family) ()

Decision: Granted subject to conditions

NFDC: 20/11396 – Manor Farm House, Lower Daggons Lane, South End, Damerham, SP6 3HN

Description: Fenestration alterations; roof lights

Decision: Granted subject to conditions

NFDC: 20/11397 – Manor Farm House, Lower Daggons Lane, South End, Damerham, SP6 3HN

Description: Fenestration alterations; roof lights; internal alterations to ground and first floor (Application for Listed Building Consent)

Decision: Granted subject to conditions

6. 21/22.28: Matters to report – To receive an update on actions since the last meeting not appearing as agenda items:

6.1 Affordable Housing Working Group & Village Plan Working Group: Cllr's Crane and Tandy advised that they are waiting for a reply from NFDC with regards to authorisation of a questionnaire that once compiled can be published and distributed to residents for their completion.

6.2 TENS licences: Cllr Crane gave an update on the TENS licences which have been applied for by the Compasses Inn, the licence for the 10th July has been cancelled. Cllr Stephens advised there has been a discussion by the sports field committee and camping permission has been refused.

6.3 Update on Parish Council noticeboard: Cllr Crane advised the notice board for Lower Daggons has been completed, Cllr Crane thanked Jack Parker (M.J. Parker Groundwork & Building Contractor) for the construction of the notice board and Pete of Blissford Signs for the sign writing. Cllr Crane asked Cllr Major if he could display the Parish Council agendas and minutes on the notice board.

6.4 Defibrillator: Cllr Godber advised she has inspected the defibrillator, unfortunately it will need a full service and new batteries, however after a discussion, the Councillors agreed that due to the age and condition of the defibrillator it may be more cost effective to investigate costs for new. Cllr's Bellow and Godber to advise at July meeting.

6.5 To receive completed and signed Declaration of Interest forms from Councillors: Forms have been completed, signed and returned to clerk. Cllrs Godber and Crane advised no changes since last year. Clerk to forward form to Cllr Tandy.

6.6 Update on BT phone box: Clerk advised that BT will not allow a working telephone to remain in the telephone box, due to the limited number of calls made within the last few years. The Parish Council can adopt the telephone box for the cost of £1. After discussion, the Parish Council proposed, seconded and Resolved (8) to adopt the telephone box. Clerk to complete relevant forms and contact BT. Cllr Crane will post a request in the August edition of the Parish Pump for sensible ideas of what the telephone box can be used for.

7. 21/22.29: Correspondence: To receive correspondence

ANOB Dark Skies village application: Cllr Crane gave an overview on the Damerham application form for the ANOB dark skies village application. He advised if this is granted Damerham will be the first in the area. Steve Tonkin from Cranbourne Chase AONB, has written a piece on the application for the July Parish Pump.

8.21/22.30: Matters to be raised on the next agenda:

Milk Machine
Swifts
Councillor Emails
Ideas for phone box use
Dog walking on West Park Meadow

8. 21/22.31: Date of next meeting:

Monday 19th July 2021 at 7.30pm at Damerham Village Hall.

These are draft minutes until approved at the next meeting
Mandy Wilkinson – Damerham Parish Council Clerk
clerk@damerham.net