

**DAMERHAM PARISH COUNCIL**  
**Minutes of the Parish Council Annual Meeting held**  
**on Monday 15<sup>th</sup> May 2023 in Damerham Village Hall**

<b>Councillors present:</b> David Crane (Chairman), Phil Tandy (Vice-Chairman), Kirsty Anderson, Phil Stephens, Ann Bellows, Peter Doherty
<b>Members of the public present: 5</b>
<b>Others present:</b> HCC Cllr Edward Heron Lindsey Malcom (Clerk)
<b>Public participation:</b> <b>The Following matters were raised:</b> No matters were raised by the attending members of public.

### **Annual Parish Meeting**

The incumbent Chairman gave a review of council business during 2022-2023:

It has been a year of change, especially of personnel. Lindsey Malcom joined as Parish Clerk on 1<sup>st</sup> February 2023 and has already made a significant impact. The Council look forward to working with her for this coming year and beyond. There has been a change of Footpath Officer from Roz Jones who retired. Cllr Annie Bellows has made an impact since taking on the role in 2022.

There have been some achievements over the year:

- With thanks to Cllr Phil Tandy, an Affordable Housing Survey was conducted in 2022 with the result that there is not a sufficient demand for affordable housing to warrant further action.
- Cllr Tandy also coordinated the DPC Right to Bid for the Compasses Inn. This means that the DPC have the right, should the Compasses ever come up for sale, to have six months to find if there is sufficient local interest in taking it over.
- The phone box was bought for £1. There have been proposals to refurbish and discussions regarding what to do with it in the longer term.
- Working with the Cranbourne Chase AONB, Damerham is close to achieving Dark Skies Site certification.
- The defibrillator has been replaced as the previous one had reached the end of its' life. The new one is bright yellow and on the wall of the Village Hall.
- The DPC organised tree planting for the Jubilee on the sports field.
- There have been several financial grants awarded to village organisations

The Chairman concluded by thanking all Councillors for their support over the previous few years, and felt it was time to step down as Chairman as change was needed

## The Damerham Parish Council Annual Business Meeting

### 1. To elect the Chairman of the Council

All voted in favour for Cllr Tandy to become Chairman, who accepted the nomination. It was then RESOLVED that Cllr Tandy would become the new Chairman. The Declaration of Acceptance was signed in the presence of the Clerk.

### 2. To elect the Vice Chairman of the Council

All voted in favour for Cllr Crane to become Vice Chairman who accepted the nomination. It was then RESOLVED that Cllr Crane would become Vice Chairman. The Declaration of Acceptance was signed in the presence of the Clerk.

### 3. To co-opt new Councillors

Mr Richard Major and Mr Glyn Ruth had been nominated to be co-opted. No other nominations had been received. All voted in favour and it was RESOLVED to accept Mr Major and Mr Ruth as new councillors. Cllr Major signed the Declaration of Acceptance in the presence of the Clerk. Cllr Ruth was not present to sign the Declaration.

### 4. Apologies and declaration of quorum

Cllr Ruth and Cllr Godber had previously sent their apologies due to holiday. Quorum was declared.

### 5. Declaration of interest by any councillor on any Agenda item:

Cllr Stephens declared an interest in the Sports Field grant.

Cllr Crane declared an interest in the Village Hall grant.

### 6. To approve minutes of previous Parish Council Meeting:

With reference to item 4 regarding footpath 49, Cllr Crane questioned if a date should be set in which to fill in parts with gravel now that better weather was here. After discussion, all voted in favour to accept the Minutes of 20<sup>th</sup> March as a true record of the meeting.

*Action: Cllr Bellows to investigate the condition of footpath 49*

*Action: Cllr Crane to ask HCC for their comments regarding sections of footpath 46*

### 7. To confirm the dates & times of ordinary meetings of the Council for the ensuing year

Parish Council meetings are to be held every other month on the third Monday of the month. Extra meetings, should they be needed for planning applications, will be held on the third Monday of the intervening month. The audit is booked for Thursday 15<sup>th</sup> June and an extra meeting may be needed to sign off accounts and prepare for audit.

*Action: Parish Clerk to book meeting room at village hall for meeting dates – as soon as possible*

### 8. Elect official signatories to official documents on behalf of Damerham Parish Council

There are three signatories on the current Lloyds bank account., Cllrs Crane, Ruth and Godber. This may be reviewed when DPC have changed bank and will be discussed at the next meeting.

### 9. Finance

#### i. To review current balances & financial position – to year end 31<sup>st</sup> March 2023

Current account: £7316.94

Deposit account: £8966.69

Previous VAT claims had not been submitted with £1300 due to be claimed.

#### ii. To receive draft annual accounts and bank reconciliation 2022-2023.

All voted in favour and it was RESOLVED to accept the accounts and bank reconciliation

#### iii. Note CIL received - £826.86

#### iv. Consider award of grants to local individuals and organisations. –

Due to budget constraints in 2023-2024, all voted in favour to award the following S137 grants:

Sport Field - £250

Village Hall - £150

Victim Support - £25

St Georges Church - £250

Friends of Downland School - £250

Green Gram Community Shop, Alderholt - £0 as it was felt that Damerham organisations needed to be a priority.

It was RESOLVED to discuss further in September as finances may allow a further contribution.

**v. To authorise & sign cheques for payment**

A cheque for NFDC grass cutting charges from 2020-2021 was agreed as the invoice had been sent to the wrong address. The Chair was keen to look for another contractor if the grass cutting charges were significantly increased for the upcoming year.

*Action: Parish Clerk to investigate previous overpayment of invoice – as soon as possible*

*Action: Parish Clerk to submit VAT Claims for 2019 – 2022 – as soon as possible*

*Action: Parish Clerk to contact grant request organisations – as soon as possible*

**10. To receive Officer reports:**

**i. Parish Footpaths Officer**

The Countryside Dept have put signs up on footpaths 22 and 23 near Manor Farm Bungalow. HCC are aware and will deal with the lack of signs and obstacles on footpaths 32,33, and 37 at Lopshill.

**ii. Parish Watercourses Officer – all agreed that this post was to be cancelled**

**iii. Parish Transport Representative – still to be appointed**

**iv. Any other reports from meetings attended**

Cllr Heron stated that HCC would prefer potholes be reported to the HCC website, rather than to the Fix My Street phone app. He reiterated that there needs to be a concerted effort to report potholes as HCC have been awarded an extra £6million by the government to repair roads.

Cllr Stephens had attended the Sports Field annual meeting. The Damerham Dash – a 5km walk or run – will be held on Saturday 17<sup>th</sup> June. Proceeds will go towards the upkeep of the sports pavilion and field.

Cllr Crane was due to attend the Village Hall committee that week. Committee members are urgently needed otherwise the future of the hall is in jeopardy. Representatives from all organisations that use the hall are needed.

*Action: Cllr Crane to put notice regarding potholes in Parish Pump – as soon as possible*

**11. Matters to report**

- i. Update on BT phone box –** Materials for the refurbishment are with Men's Shed, who will carry out the refurbishment. They will be contact with Cllr Doherty when they have a date. One idea to transform the phone box is to have an art installation. Residents of Damerham are encouraged to attend the parish meetings to put forward their comments or other ideas.

**12. Planning Applications:**

**i. To receive & comment on applications received:**

*23/10345 LAND AT WOODPECKER WOOD, COURT HILL, DAMERHAM SP6 3HL*

It was noted that the previous report by the Planning Officer was incorrect. After some discussion, five councillors voted in favour of approval, with one abstaining, and it was RESOLVED to recommend PAR 3 on the condition that Section 106 was signed to protect the habitat mitigation, woodland management plan and light pollution against future owners.

*23/10424 COURT VALE HOUSE, COURT HILL, DAMERHAM SP6 3HL*

Four councillors voted in favour, and two against, recommending PAR 2 (refusal) for the following reasons: It is considered an overdevelopment of the site and the structure will be too close to the boundary.

**ii. To review decisions received from the NFDC Planning Authority:**

*23/10255 CROSSWAYS, HIGH STREET, DAMERHAM SP6 3EU*

The decision to grant planning permission was noted by the council

**iii. Other planning matters:**

*P/OUT/2023/01166 Dudsbury Homes at Alderholt*

Damerham Parish Council are against the proposed development due to inadequate transport links and infrastructure and will submit an objection to the planning website. Objections from individuals in the village are encouraged.

*Action: Parish Clerk to submit comments to planning portal – as soon as possible*

**13. To review the Council Asset Register.**

It was noted that the cost of the benches and defibrillator need to be updated. All voted in favour and it was RESOLVED to accept the amended asset register.

*Action: Parish Clerk to update asset register – as soon as possible*

**14. To consider and approve renewal of the Council insurance & discuss/decide on alterations**

All voted in favour and it was RESOLVED to renew the insurance.

*Action: Parish Clerk to add extra items on the asset register and renew – as soon as possible*

**15. Public Participation Session**

This was held at the start of the meeting

**16. Community matters:**

i. Temporary Event Notices – noted by the council

ii. Speeding in the village – there is a SpeedWatch campaign in the area but it needs more volunteers before it can run. Volunteers will be trained by the police. There are five sites in the village where volunteers can be stationed.

*Action: Cllr Crane to put notice in the Parish Pump – as soon as possible*

**17. Environmental matters:**

The Lengthsman had cleared the pathway at Manor Farm on his last visit. There is some restriction as to what can be done as the Lengthsman will not walk on narrow roads without pavements. Next visit is 7<sup>th</sup> July.

*Action: Cllr Crane to look at footpaths to see what signposts need to be cleared of vegetation – by 1<sup>st</sup> July*

**18. To receive items of correspondence – there has been no extra correspondence**

**19. Matters to be raised on the next agenda**

The Chair proposed to look again at the budget

**Meetings of Outside Bodies** – meetings were reported on earlier in the meeting

Monday 17<sup>th</sup> July 2023 at 7.30pm at Damerham Village Hall

Monday 19<sup>th</sup> June 2023 at 7.30pm (if needed for planning applications)

*These are draft minutes until approved at the next meeting*

*Lindsey Malcom – Damerham Parish Council Clerk*

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