

DAMERHAM PARISH COUNCIL
Minutes of the Parish Council meeting held in Damerham Village Hall
on Monday 17th September 2018

Councillors present:

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

Members of the public present:

Others present:

Cllr Heron	Natasha Mackenzie (Clerk)
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Public participation: (6 in attendance)

There was a discussion on the acceptable length of time between a pothole being reported and repaired. Cllr Heron explained the process, based on safety issues. All were encouraged to report via Hantsweb. Cllr Heron clarified the battery life of a Speed Indicator Device is approx. 1 week. Clerk to chase mis-spelling of the Cranborne sign at the bottom of Pound Lane.

1. Apologies and declaration of quorum

18/09/101

Apologies were received from Cllr Doherty.

2. Declaration of business and pecuniary interests: none declared

3. To approve minutes of the previous meeting held on 14th May 2018

18/09/102

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

18/09/103

Lower Daggons speeding issue. Cllr Crane welcomed the residents in attendance, updating all that HCC Highways have advised the traffic monitor would need to be attached to street furniture, which is not present in this location. An alternative is using a tube system, which would need to be investigated with an external company (Prime Tec Data) for costs. Cllr Heron will pursue an SDR in this location, potentially via using the telegraph pole, and obtain costs for collar/pole installation. **Cllr Crane to forward Cllr Heron email from Joe Folland, NFDC.**

A resident has set up a camera which recorded 50 vehicles between 0630-0930, but without speed data. The use of the Community Funded initiative via gates, planting around village gateway signs was discussed. It was agreed the traffic volume and speed data is crucial before agreeing a way forward.

Community SpeedWatch training. The clerk has emailed PCSO Stephen May asking him to respond within two weeks or she will escalate.

HCC Transformation consultation. Cllr Stephens confirmed he had reviewed and responded.

Noise disturbance from Jubilee Camping. It was noted that no further issues have been encountered, and the speakers have been repositioned to make sure the music is heading away from the village.

The Chairman brought forward item 6.i. Parish Footpaths Officer's report.

18/09/104

Ros Jones reported: "State of the paths: they are dry and pleasant to walk on and the blackberries are fabulous! I have not heard of any obstructions.

The ongoing saga of John's Bottom: I rang HCC Countryside Service to ask whether we could put up a blue bridleway roundel where BW28 meets Bouldsbury Lane, but the person I spoke to said that I should report the missing fingerpost to have it officially replaced. I reported it on the spot with its number and grid reference; however my interlocuter was unable to find it on his map, and finally told me it was not in the parish – or indeed the County.

Chairman

19 November 2018

DAMERHAM PARISH COUNCIL
Minutes of the Parish Council meeting held in Damerham Village Hall
on Monday 17th September 2018

Similar bridleway markers are available to buy, without the county identification: I suggest we ask Allenford Farm if one might be purchased and stuck up on their property."

Clerk to report the missing fingerpost on Hantsweb.

5. Finance

18/09/105

- i. Approval of payments for August/September. The clerk had circulated all payment details to all members. All were in approval (7).

772	Time2Display Ltd-Aug Parish Pump printing	£48.00
773	PKF Littlejohn external audit fee	£240.00
774	N Mackenzie-website fee refund	£35.96
775	N Mackenzie-Sep salary & expenses	£305.46
776	Internal transfer of CIL received in April 2018	£780.09

18/09/106

- ii. Approval of bank reconciliation – 11 July to 10 September 2018. Cllr Stephens confirmed his approval of the bank reconciliation.

18/09/107

- ii. Approval of internal transfers. Already approved under 5.i.

18/09/108

- iii. Successful completion of annual external audit. The clerk confirmed PKF Littlejohn have signed off this year's audit and the documents required to be published are on the website and noticeboard.

The clerk left the room for the next two agenda items.

18/09/109

- iv. Report on Clerk's annual review & consideration of pay rise. The clerk's performance was discussed and a pay rise of 3% was awarded (hourly rate now £13.38).

18/09/110

- v. Clerk's annual home office cost. The clerk was awarded a single payment of £104 for the year 01/09/17 to 31/08/18. She will investigate a more accurate cost for the next year and bring it before the council in due course. **Clerk to do.**

Clerk returned to the room.

6. To receive Officer Reports:

- i. Parish Footpaths Officer - already received report.

18/09/111

- ii. Parish Watercourses Officer, Spinney Adlem, reminded all this is a good time to clear out ditches and culverts, with work being needed in Lower Daggons and East End. Concerns were raised about a vehicle parking dangerously on the corner of the road heading towards Martin. To be monitored, but can be reported to the police. Some parents park in the village hall car park to use the footpath, helping to alleviate congestion near the school - **Cllr Crane to raise this at the Village Hall Management meeting.**

Cllr Crane brought forward items 9.i:-

18/09/112

Update on verge at the School – it was confirmed the Parish Lengthsman is booked for Friday 12 October to dig out and clear 2m either side of the grips and install 12x flecto posts to prevent parking over/on the grips.

Cllr Simmons to advise the school and write a piece for the school newsletter re: parking considerably and alternative transport.

Cllr Heron to chase Liam Houghton re: installation of dragon's teeth further down the lane.

18/09/113

- iii. Parish Transport Representative. No volunteers to be transport representative were forthcoming: it was suggested inviting a non-councillor to fulfil this role.
- iv. Any other reports from meetings attended: none.

DAMERHAM PARISH COUNCIL
Minutes of the Parish Council meeting held in Damerham Village Hall
on Monday 17th September 2018

7. To consider planning applications – none.

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

18/09/114

i. The following decisions were noted:-

NFDC 18/10649 Manor Farm House, Lower Daggons Lane, South End – granted stc

NFDC 18/10831 Springside, Lower Daggons Lane, South End - Refused

NFDC 18/10869 2 Eleanor Cottages, High Street - Granted Subject to Conditions

NFNPA CONS/18/0679 Stocks Cottage, High Street - Fell 1 x Lime tree

NFNPA TPO/18/0663 Elf Cup Wood, Lower Court Wood, Court Hill, Sandleheath - Woodland Management as described within the application form

NFNPA CONS/18/0730 Woodmans Yard, High Street - Prune 2 x Limes trees

Tree works:

R14/15/18/0759 Woodland Adjacent Woodlands Lodge, Tanners Lane, Sandleheath - Exempt Works

R14/15/18/0761 Woodland Adjacent Woodlands Lodge, Tanners Lane, Sandleheath - Exempt Works

R14/15/18/0643 St George's Church, Church Lane - Exempt Works

R14/15/18/0651 Lower Court Wood - Exempt Works

New Appeals:

NFDC 18/10423 North End Cottage, North End - Single-storey rear extensions; rear porch

Appeals decided:

NFDC 17/11382 Knoll Farm House, North End - Two-storey infill extension; front porch alterations

Appeals against Enforcement Notices issued:

EN/18/0362 Land On South-West Side Of Court Hill Farm - Alleged Breach: Unauthorised Engineering Operations

EN/18/0358 Greenbank, Court Hill Farm - Alleged Breach: Unauthorised Engineering Operations, Unauthorised change of use of land, Unauthorised buildings

9. Parish Council matters:

i. Update on verge at the School. Already discussed under 18/09/112.

18/09/115

ii. Policies:

- Adopt General Data Protection policies: Data Policy, Email Contact Privacy Policy & Staff Privacy Policy. These policies were circulated to all by the clerk. 6 in favour of adoption, 1 abstention.

18/09/116

- Adopt Relations with the Press & Media policy: These policies were circulated to all by the clerk. 6 in favour of adoption, 1 abstention.

Clerk to diarise policy review dates.

18/09/117

iii. Councillor vacancy. The clerk advised she will be notified by NFDC after 19 September on whether the council can proceed to co-option.

18/09/118

iv. Consider a Parish Litter Pick in October half term. Cllr Simmons agreed to organise this event on the weekend of 27/28 October: **clerk to forward her the information from the last event.**

18/09/119

v. Parish Projects. Cllr Crane suggested putting some thought into new projects in the parish, following the completion of FP49 and the hopefully soon completion of the road safety improvement project. Refurbishment of the Beacon was mentioned. **Clerk to add to the agenda for 19 November.**

18/09/120

vi. Consider subscription to NFDC's GIS Parish Map system. The clerk explained the benefits of this NFDC system which she uses at Ellingham, Harbridge & Ibsley Parish Council, at £100 per year.

Clerk to forward information to all when received from NFDC.

DAMERHAM PARISH COUNCIL
Minutes of the Parish Council meeting held in Damerham Village Hall
on Monday 17th September 2018

Clerk to contact Ringwood & Fordingbridge Footpath Society re: circular walks in the parish, and Cllr Stephens suggested a project creating footpath maps for local businesses, e.g. B&Bs, holiday homes. Clerk to add to agenda on 19 November.

10. Environmental matters:

18/09/121

- i. Suggested tasks for next Parish Lengthsman visit – 29 October. Proposed tasks were suggested as clearing all the grip sin the parish in preparation for the winter.

18/09/122

- ii. Cranborne Chase AONB: Our Bid for Dark Sky Reserve Status (circ.12Sep). This was discussed and agreed to invite Amanda to a future meeting. **Clerk to do.**

11. Community matters:

18/09/123

- i. Community Funded Initiative in Damerham and Lower Daggons. Cllr Crane advised he is chasing for a start date, however HCC Highways currently have a backlog. Permission is still being sought from Tilney Investments to site the chevron sign on their land.

18/09/124

- ii. Organised event for First World War Centenary. Cllr Crane advised a road closure is being applied for in order to allow wreath-laying at the war memorial at 12.15pm on 11 November 2018. **Cllr Crane will also check when the beacon lighting and bell ringing are to take place.**

18/09/125

- iii. West Park Meadow Working Group.
 - Receipt of regular inspections of the Play trail equipment – Cllr Godber passed regular inspection documents to the clerk.
 - The next meeting of the working group is on 26 September to review the year. Feedback was noted re: more advertising needed of the TUFF summer events via the School/posters/etc, and those attending greatly enjoyed the events.

12. Consultation Papers or Events (to approve responses or agree attendees as appropriate):

18/09/126

- i. Cranborne Chase Area of Outstanding Natural Beauty Management Plan 2019-24: deadline 27Nov18. It was agreed for all councillors to look at this consultation, and email their comments to Cllr Stephens who will bring them together for the next meeting. **Clerk to add to the agenda for 19 November.**

13. Correspondence - none

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

18/09/127 – it was noted there have been more incidences of fly tipping in Lower Daggons and Browns Lane, which have been quickly cleared by NFDC.

18/09/128 – following feedback from Cllr Major, the agenda will be re-formatted to bring forward topics which are regularly brought forward (co-options, Parish Footpaths Officer report).

The meeting closed at 9.30pm.

Date and time of next meetings:

Monday 15th October 2018: Damerham Village Hall @ 7.30pm (if required for planning applications)

Monday 19th November 2018: Damerham Village Hall @ 7.30pm