



DUMMER PARISH COUNCIL

Chairman: Councillor Sheila Harden

Clerk: Wendy Reynolds

Tel: 07436786896, **Email:** clerk@dummerparishcouncil.gov.uk

MINUTES OF THE ORDINARY MEETING

Monday 10th June 2024 at 7:00pm at Dummer Village Hall, Up Street,
Dummer, RG25 2AK

Councillors Present:

Cllr Sheila Harden – Chair, Cllr Manuela Gazzard – Vice Chair, Cllr Julian Jones, Cllr Liz Nelson and Cllr Sascha Mullen

Also in attendance:

Wendy Reynolds – Clerk, and 2 members of the public

- 240601 The Chair opened the meeting at 7:00pm**
- 240602 Vice Chair**
RESOLVED Cllr Manuela Gazzard was elected as Vice Chair for the ensuing municipal year
RECEIVED Signed Declaration of Acceptance form
- 240603 Apologies**
No apologies were received
- 240604 Declarations of interest**
RECEIVED Cllr Harden declared a pecuniary interest in Item 240615.02
- 240605 Minutes**
To approve as a correct record the minutes of the Dummer Parish Council meeting held on Monday 20th May 2024
Approved minutes can be found on the Dummer Parish Council website (www.dummerparishcouncil.gov.uk)
APPROVED as a correct record the minutes of the Dummer Parish Council meeting held on Monday 20th May 2024

- 240606 To open the meeting to members of the public.**
There was 1 resident who raised the following item:
- The resident wished to highlight that the Mudlarks Group looking after the Village pond have done a fantastic job in rejuvenating the pond
- 240607 Reports**
RECEIVED monthly report from Cllr Harden:
- Meeting held with Jack Grounds at BDBC to discuss options for Warding the parish
 - Noted that there is an updated National Planning Framework for Neighbourhood planning
 - Will be visiting the next North Waltham PC meeting
 - Attending a Greening Online campaign
 - Negotiating with Forest Partnership on possible new orchard areas in Recreation Ground
 - Advised that this years seasonal vegetation cutting by Countryside Access Group has been impacted by budget cuts and we may need to utilise our Lengthsman contract
 - Advised that the Police Commissioner for Hampshire and the IoW has asked for involvement in her new Police and Crime Plan consultation. The survey can be found here
<https://survey.alchemer.eu/s3/90719383/PCP-Public2024>
- RECEIVED** monthly report from Cllr Juliet Henderson which can be found on the Dummer Parish Council website
- 240608 Policies**
- Financial Regulations
 - Asset Register
 - Risk Assessment
 - Standing Orders
 - Code of Conduct
 - Privacy Statement
- The above policies were **REVIEWED** and **ADOPTED**
- 240609 Finance**
240609.01 To note the current financial situation and the reconciliation of the bank balance
NOTED the current financial situation and the reconciliation of the bank balance. This can be found at Appendix A
- To approve requests for payments for June 2024**
APPROVED payment requests for June 2024

- 240609.02 To approve the insurance premium**
APPROVED the insurance premium for June 2024 – May 2025 at a cost of £545.17
- 240609.03 To approve the accounting software**
APPROVED the Clerk to purchase Scribe accounting software
- 240610 Audit and AGAR**
- 240610.01 To note the Internal Audit response and consider recommendations within**
- Accounting software – AGREED to purchase software
 - General Power of Competence – NOTED
 - CIL Funds – Add to July agenda
 - Tennis Courts – ACTION to carry out charity return
 - Clerks Employment Contract – AGREED AND SIGNED
 - Bank Accounts – ACTION to remove tennis court account from being grouped with main accounts
 - Interest income – Add to July agenda
 - Investment strategy – Add to July agenda
 - FSCS Cover – NOTED
 - DPI Forms – ACTION to get DPI forms updated
 - Recreation Ground Charity – To add to agenda on a future date
- 240610.02 To complete Section 1 of the AGAR**
COMPLETED Section 1 of the AGAR
- 240610.03 To complete Section 2 of the AGAR**
COMPLETED Section 2 of the AGAR
- 240610.04 To note the dates of the exercise of public rights**
CONFIRMED as 12th June 2024 – 23rd July 2024
- 240610.05 To confirm that the Dummer Parish Councillors and the Clerk have no conflict with BDO LLP (External Auditor)**
CONFIRMED that Dummer Parish Councillors and the Clerk have no conflict with BDO LLP (External Auditor)
- 240611 Parish Warding**
Cllr Harden gave the meeting an update on the options available for warding the parish allowing for all areas to be represented.
ACTION Cllr Harden to form a proposal for consultation
- 240612 Play area inspection report**
NOTED that the report showed the following:

- One or two of the top rails are showing signs of rot **MONITOR** rails. No current action needed.
- Play carpet surfaces – the areas now have masses of weeds growing through the play carpet. **ACTION** to request James Dodd deal with weeds during monthly maintenance

240613 To discuss any items of Parish maintenance

240613.01 BCM Flooding and run off in Village Pond

Cllr Harden updated the meeting on the progress so far.

ACTION Letter to be written

ADVISED A 1x2m silt bed has been purchased to pick up the finer stuff. There is still a need to clear out the silt traps. Possibility that drains collapsed in the area too.

240613.02 Speed Indication Device (SID)

APPROVED purchase of a SID for Up Street.

ACTION Clerk to investigate and get quotes for options – preferably utilising a more environmentally friendly power source

240613.03 Post Office Lane

ACTION Clerk to locate the previous three quotes and ensure they are current and valid

240614 Planning Applications

240614.01 24/00788/FUL

Hounsme Fields, Trenchards Lanes, Dummer, Hampshire

Proposal: Erection of 5 no. dwelling with private amenity space, car parking and landscaping

OBJECTION on site access arrangements, the potential impact on the Longacre Ecological Area, potential damage to sewage systems, hours of work restrictions, cleaning roads and damage to infrastructure

240614.02 T/00252/24/TCA

Cranford Cottage, Dummer, Basingstoke, Hampshire, RG25 2AL

Proposal: 2 Conifers: fell. Holly: lightly trim back lower branches to access water meter

NO OBJECTION

240614.03 24/00626/RES

Basingstoke Golf Club Winchester Road Kempshott Hill Basingstoke Hampshire

Reserved Matters approval for the appearance, landscaping, layout and scale in respect of 12no. dwellings and the provision of a local centre comprising a nursery, community centre and retail outlets (phase 4) in accordance with Conditions 3 and 4 of the Outline Planning Permission 19/00971/OUT, as varied by application 21/03327/ROC

OBJECTION on concerns around parking, deliveries, waste, water and sewage

240615 Agenda Items for July 2024

- CIL working group plans (including Parish survey)
- Interest on accounts. Discuss best banking options
- Investment strategy
- Communications (website, newsletters etc.)

240616 Date of the next meeting

AGREED that the date of the Ordinary Meeting shall be held on Monday 8th July 2024

240617 Admission to meeting to pass a resolution in accordance with the public bodies (Admission to meetings) act 1960 to exclude the public and press from the remainder of this meeting as publicity will be prejudicial to the confidential nature of the business. in accordance with the public bodies (Admission to meetings) act 1960 to exclude the public and press from the remainder of this meeting as publicity will be prejudicial to the confidential nature of the business

240617.01 To consider staffing matters

AGREED to update of terms and conditions for Clerk increase weekly hours to 10 until October 2024 when it will be reviewed
AGREED and **SIGNED** Contract of Employment for Clerk

There being no further business the meeting closed at 8:32pm

Monthly sheet May 2024			
		Balance Bought Forward	256,731.03
		Interest	245.51
			256,976.54
FPO	HALC	Affiliation fees	573.00
FPO	Zurich	Insurance	545.17
FPO	DM Payroll Services Ltd	Payroll	120.00
FPO	MJR Services	Playground inspection	187.50
FPO	HMRC	PAYE	104.00
DD	ICO	Data protection fee	35.00
DD	Sky Business	Broadband	29.94
FPO	James Dodd	Maintenance	415.00
FPO	Wendy Reynolds	Salary	416.00
FPO	Wendy Reynolds	Expenses	10.00
			2,435.61
		Balance as at 31st May 2024	254,540.93
		Current Account Balance	12,141.22
		Deposit Account Balance	27,423.14
		Development Control	1,475.06
		CIL	213,501.51
			254,540.93

June 2024 Payment Requests				
FROM	ITEM	AMOUNT	INVOICE NO	PAY METHOD
Sky Business	Broadband	£29.94		DD
James Dodd	Maintenance	£415.00	2259	Electronic
SLCC (Society for Local Council Clerks)	Reference book	£52.90	ORD509659-1	Electronic
SLCC (Society for Local Council Clerks)	Training (FILCA)	£144.00	QL205438-1	Electronic
Do the Numbers Ltd	Internal Audit	£350.00	12/1626	Electronic
Wendy Reynolds	Salary	£596.00		Electronic
HMRC	PAYE	£149.00		Electronic
Total		£1,736.84		
Authorised by				
Authorised by				
Authorised by				