

DRAFT



DUMMER PARISH COUNCIL

Chairman: Councillor Sheila Harden

Clerk: Wendy Reynolds

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

MINUTES OF THE ORDINARY MEETING

Monday 14th July 2025 at 7:00pm at Dummer Village Hall, Up Street,
Dummer, RG25 2AK

Councillors Present:

Cllr Sheila Harden – Chair, Cllr Julian Jones and Cllr Sascha Mullen

Councillors Absent:

Cllr Manuela Gazzard – Vice Chair

Also in attendance:

Wendy Reynolds – Clerk, and 4 members of the public

- 250701 **The Chair opened the meeting at 7:00pm.**
- 250702 **Apologies**
RECEIVED apologies from Cllr Liz Nelson.
- 250703 **Declarations of interest**
RECEIVED no declarations of pecuniary interest relevant to the agenda.
- 250704 **Minutes**
To approve as a correct record the minutes of the Dummer Parish Council Ordinary meeting held on Monday 9th June 2025
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 Ordinary meeting held on Monday 9th June 2025
- 250705 **To open the meeting to members of the public.**
No items were raised by members of the public

Signed: _____ (Sheila Harden, Chair)

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250706

Reports

RECEIVED monthly report from Cllr Harden, this can be found at **Appendix A**

RECEIVED monthly report from Cllr Julian Jones:

- Cllr Jones attended the Local Government Reorganisation meeting at the Anvil. He feels there seems to be some contradicting information coming out.
- Cllr Jones carried out a walk around Hounsme Fields and the Bloor Development on the old Golf Course with MP Luke Murphy. Much of the feedback they received was regarding the current problems with retrospective planning issues.
- Cllr Jones also took the opportunity to view the proposed crossing between the two developments and was concerned about the potential danger of its position, especially regarding visibility and being too close to the roundabout.

RECEIVED monthly report from the Clerk, his can be found at **Appendix B**

RECEIVED report from Cllr Mullen:

- Cllr Mullen advised there had been reports of anti-social behaviour on Hounsme Fields. The Developer and Police are aware. Police are going to ensure Hounsme Fields have a regular patrol and the local PCSO will be doing a walkabout with Cllr Mullen.
- Cllr Mullen has still not had a response regarding the dead trees on the A30 from Hampshire Highways. He has tried to get an update, but so far no information has been received.
- Cllr Mullen advised that the consultation regarding the crossing between Hounsme Fields and the Golf Club has now closed for comments. Consultation bypassed the Parish Council.

RECEIVED monthly report from Cllr Juliet Henderson which can be found on the Dummer Parish Council website.

250707

Finance

2500707.01

Current Financial Situation

NOTED the current financial situation and the reconciliation of the bank balance. This can be found at **Appendix C**.

250707.02

To approve requests for payments for July 2025

APPROVED payment requests for July 2025. This can be found at **Appendix D**.

250708

Policies

250708.01

To agree to adopt the following new policies:

- Scheme of Delegation
- Publication Scheme
- Retention of Documents and Record Management Policy

Signed: _____ (Sheila Harden, Chair)

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- IT and Email Policy

The policies were **REVIEWED** and **ADOPTED**.

250708.02 To agree to review the updates and adopt the following existing policy:

- Privacy Statement

The policy was **REVIEWED** and **ADOPTED**.

250709 Current housing provision/needs survey

The Parish Council holds no current information regarding the amount of houses, demographic and property information within the village. This is causing issues allowing the Parish Council to identify future housing needs.

Cllr Harden requested that she get a quote for a housing survey.

AGREED to get a quote for a housing survey

250710 Update on Permitted Development Action

Cllr Mullen confirmed that all permitted development rights on Hounsme Fields have been removed. Basingstoke and Deane Borough Council have been working closely with the Hounsme Fields Residents Association and they will provide an update in due course.

Cllr Mullen asked for the minutes to note that the Hounsme Fields Residents Association are doing a fantastic job in ensuring this becomes a point of discussion and he will ensure he remains in contact to monitor if the Parish Council can provide any assistance if required.

250711 To discuss any items of Parish Maintenance
250711.01 Playground Inspection

The Clerk gave an update on the recent Playground Inspection and advised there were two areas requiring some work (the junior swing carpet has split and the gate post has rotted and requires the mesh to be secured).

AGREED to get quote from MJR Services and ask them to carry out the required work for Health and Safety reasons.

250711.02 Cemetery Trees

AGREED for Clerk to get quotes from three arborists to remove the ivy growth from the trees.

250711.03 Dummer Parish Signage

AGREED to for Cllr Harden to get quotes from Glasdon for some signs and to check Planning Permissions.

250711.04 Trees on A30

Discussed in minute **250706**

Signed: _____ (Sheila Harden, Chair)

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250712 Planning Applications

250712.01 REF: 25/O1431/FUL

Location: Kennel Farm Beggarwood Lane Dummer Hampshire RG23 7LW

Proposal: The construction of a single self/custom build detached dwellinghouse together with parking and associated landscaping.

OBJECTION can be found in **Appendix D**

250713 Date of the next meeting

AGREED that the date of the Ordinary Meeting shall be held on Monday 8th September 2025.

There being no further business the meeting closed at 20:11pm

Signed: _____ (Sheila Harden, Chair)

Appendix A

Chair's Report

1. The Fol re the Golf Course deposition totals has been received. There are ambiguities in the figures quoted but the total to date is still recorded as being under the 123000m³ total. A token temporary effort to fill the potholes has been done.
2. City Fibre are still working in various parts of Dummer. There have been occasional problems with the road closures, particularly affecting the Queen and some with existing BT services.
3. Cllr. Jones and I attended a Community Engagement event with Sarah Elkin and one of her team on the Bloor development. This was primarily about the community centres due to be built on the two development sites. Very useful informal chat. They are doing another one outside Tesco 23rd July 4-6pm.
4. The Urban Design comments on the proposed Glebe development are now on the portal.
5. We are still responding to HF retrospective planning applications with a standard formula and not taking a view. New ones will be treated as any other application. This is on the agenda. Cllr Mullen has been monitoring the situation for the PC.
6. There are currently two proposals for the Local Government Reorganisation in Hampshire. One – put forward by B&D, groups Basingstoke, Rushmoor and Hart. The other proposal put forward by Hampshire County Council includes Basingstoke and Deane, Hart, Rushmoor and also Winchester and East Hampshire. There is an opportunity to respond to both or either group with surveys running on line. The survey for the smaller group is open until 17th August, that for the larger grouping closes 27th July.
7. Antisocial behaviour at the Recreation Ground seems to have abated as expected. There has been an isolated example of vandalism to a memorial bench on the Wayfarer's Walk.
8. Contact has been made with Bradley Carter, Headteacher of the new HF school. A meeting will be arranged to discuss how the PC can support the new school.
9. The virtual exhibition of the proposed Popham Logistics site – available until 21st July can be accessed on pophamlogistics.co.uk

Appendix B

Clerks Report – July 2025

- Investment Strategy – this was identified in the internal audit as necessary. I am not wanting to write from scratch, but the IA suggested using Petersfield Parish Council's as a base to work from. I am waiting the clerk's return from annual leave to discuss permission.
- I have been made aware of a number of policies which we are lacking, from the updated Practitioners Guide, IA and CiLCA. The policies have been written are ready for review and adoption in this meeting. There also needs to be another few documents – Policy for CIL grant applications, Grant application policy, reserves policy etc which will need adding.
- I have been working on website updates including standardising policy documents and including information on policies re document control. I have started completing and adding information on the pages which were under construction. This will continue through August as it's a quiet month and I hope to have the entire site populated by September.
- Newsletter – The next edition is all ready to go, but I have been waiting on the new headmaster, Bradley Carter, to get the keys and provide photos and comments on the new school as its such an important update to the Parish. It will be ready for publication this week.
- The 'Local Councils Explained 2025' and the 'Practitioners Guide 2025' have been published by NALC. I have forwarded PDF copies to Councillors.
- SID (Up Street) – after some fairly lengthy negotiation with ElanCity, the solar panel has been returned and replaced with 2 batteries and a charger at only the cost of postage.
- Our payroll provider has moved us onto new payroll software. They are having some teething problems with the P30's so this month's P30 for payment authorisation is a report instead.
- I've had a number of enquiries on the allotments on the Old Golf Course development. Despite making contact, I still have no information forthcoming on the management of the allotments or when they will be ready for use. I am keeping details of those people who have contacted me on file with their permission to do so.

Signed: _____ (Sheila Harden, Chair)

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Appendix C

9 July 2025 (2025-2026)

Dummer Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 30/06/2025		
	Cash in Hand 01/04/2025		231,940.64
	ADD Receipts 01/04/2025 - 30/06/2025		126,861.83
	SUBTRACT Payments 01/04/2025 - 30/06/2025		358,802.47 9,253.91
	Cash in Hand 30/06/2025 (per Cash Book)		349,548.56
B	Cash in hand per Bank Statements		
	Petty Cash 30/06/2025	0.00	
	Current Account 30/06/2025	3,811.24	
	Deposit Account 30/06/2025	39,283.86	
	Development Control Account 30/06/2025	1,491.62	
B	CIL Account 30/06/2025	304,961.84	
			349,548.56
	Less unrepresented payments		
			349,548.56
	Plus unrepresented receipts		
B	Adjusted Bank Balance		349,548.56
	A = B Checks out OK		

Signed: _____ (Sheila Harden, Chair)

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Dummer Parish Council

8 July 2025 (2025-2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
28	Salaries and Allowances	03/06/2025		Current Account	PAYE - Month Endi	PAYE	HMRC	X	174.40		174.40
25	Administration	03/06/2025		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
26	Communications	03/06/2025		Current Account	Broadband	Broadband	Sky Business	S	24.95	4.99	29.94
24	Communications	03/06/2025		Current Account	Vodafone SIM	Clerk's Phone Charges	Vodafone	S	9.95	1.99	11.94
27	Training	03/06/2025		Current Account	Training Mentoring	HALC - CiCLA Mentoring Progrz	Hampshire Association of L	S	350.00	70.00	420.00
29	Salaries and Allowances	03/06/2025		Current Account	Salary - June 2025	Salary	Wendy Reynolds	X	541.63		541.63
32	Audit Commission (Audit Fees)	04/06/2025		Current Account	Internal Audit - Jui	Internal Audit	Do The Numbers Ltd	X	350.00		350.00
33	Repairs and Maintenance	09/06/2025		Current Account	Maintenance - May	Maintenance	James Dodd (trading as Vic	X	575.00		575.00
36	Administration	23/06/2025		Current Account	Postage charges	Postage	ParcelForce	S	44.58	8.92	53.50
Total									2,101.51	92.10	2,193.61

Dummer Parish Council

9 July 2025 (2025-2026)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
10	Bank Interest	09/06/2025		Deposit Account		Interest	Lloyds Bank	X	26.14		26.14
11	Bank Interest	09/06/2025		Development Contro		Interest	Lloyds Bank	X	0.99		0.99
12	Bank Interest	09/06/2025		CIL Account		Interest	Lloyds Bank	X	228.76		228.76
Total									255.89		255.89

Signed: _____ (Sheila Harden, Chair)

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Appendix D

Dummer Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

8 July 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
36	Administration	23/06/2025		Current Account	Postage charges	Postage	ParcelForce	S	44.58	8.92	53.50
41	Communications	02/07/2025		Current Account	Vodafone SIM	Clerk's Phone Charges	Vodafone	S	9.95	1.99	11.94
38	Playground Inspection	07/07/2025		Current Account	Playground Inspec	Playground Inspection	MJR Services	X	187.50		187.50
40	Administration	07/07/2025		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
34	Repairs and Maintenance	07/07/2025		Current Account	Maintenance - Jun	Maintenance	James Dodd (trading as Vir	X	415.00		415.00
35	Repairs and Maintenance	07/07/2025		Current Account	Postage charges fc	Postage	ElanCity Ltd	S	35.00	7.00	42.00
37	Projects	07/07/2025		Current Account	Picnic tables and b	Street/Recreation Ground Furni	Greenbarnes Ltd	S	3,728.51	745.70	4,474.21
42	Salaries and Allowances	08/07/2025		Current Account	Salary - July 2025	Salary	Wendy Reynolds	X	541.63		541.63
43	Salaries and Allowances	08/07/2025		Current Account	PAYE - Month Endi	PAYE	HMRC	X	135.40		135.40
44	Administration	08/07/2025		Current Account	Bank Account Char	Bank Charges	Lloyds Bank	X	4.25		4.25
39	Communications	12/07/2025		Current Account	Broadband - Villag	Broadband	Sky Business	S	24.95	4.99	29.94
Total									5,157.77	774.80	5,932.57

Signed: _____ (Sheila Harden, Chair)

Appendix E

REF: 25/O1431/FUL

Location: Kennel Farm Beggarwood Lane Dummer Hampshire RG23 7LW

Proposal: The construction of a single self/custom build detached dwellinghouse together with parking and associated landscaping.

Dummer Parish Council disagrees with the interpretation of Policy SS6 New Housing in the Countryside. This is a paddock, apparently designated as equestrian, but with no evidence of previous development. It should be treated as greenfield land with the protection that provides. It is part of the green area that gives the Kennel Farm development its distinctive feel. This form of development supports the setting of heritage assets and the DPC feels that the location of this application would not be a positive contribution to the area.

The Planning Statement states in section 2.11 that the proposed dwelling has been designed to be proportionate in size and in keeping with its immediate surroundings. However, the buildings surrounding it, mainly farm building conversions, have a long narrow footprint and the position of this property in a central point would not be consistent with that.

In addition the conclusions for accepting this development, sections 3.1, 3.2, 3.3, in the planning statement, whilst quoting relevant parts of the NPPF and Basingstoke's Housing requirements, do not at any point address the impact on the residential properties nearby. This is a very narrow site and the proposed house will be very close to the conversion to its right as shown on Drawing PO6 Visual Representation and PO2 Site Plan.

In paragraph 1.10 the proposed property is described as having four bedrooms, but the plans indicate a three bedroomed property. As a self-build it would be reassuring, were consent to be granted, that the restriction to three bedrooms is enforced.

The turning circle for the two parking spaces appears restricted. Given the proximity of the building opposite and the gated entrance to the parking area this needs to be confirmed. The gated access may not be consistent with emergency vehicle access to the site.

If approved, as a self-build site with a very narrow access road, conditions should be included controlling:

deliveries and storage of materials

noise and use of machinery; dust, dirt and fumes

working hours on site, 8am to 6pm excluding weekends only

responsibility for damage to the shared access surface from deliveries

interruptions to power supplies, water supplies and internet access should be planned, notified in advance and agreed with neighbours

temporary residence on the site should not be allowed

Signed: _____ (Sheila Harden, Chair) Date: _____