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DUMMER PARISH COUNCIL

Chairman: Councillor Sheila Harden

Clerk: Wendy Reynolds

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

MINUTES OF THE ORDINARY MEETING

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

Councillors Present:

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

Also in attendance:

Wendy Reynolds – Clerk and 3 members of the public

- 250401 The Chair opened the meeting at 7:00pm**
- 250402 Apologies**
RECEIVED from Cllr Manuela Gazzard and Cllr Liz Nelson.
- 250403 Declarations of interest**
RECEIVED no declarations of pecuniary interest relevant to the agenda.
- 250404 Minutes**
To approve as a correct record the minutes of the Dummer Parish Council meeting held on Monday 10th March 2025
APPROVED as a correct record the minutes of the Dummer Parish Council meeting held on Monday 10th March 2025
Approved minutes can be found on the Dummer Parish Council website (www.dummerparishcouncil.gov.uk).
- 250405 To open the meeting to members of the public. The following points were raised:**

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- Trees on A30 and roundabout are dead. Cllr Mullen will make enquiries with the developer.

250406

Reports

RECEIVED monthly report from Cllr Harden:

- John Barker, Newlands will be attending Parish Council meeting on June 9th 2025;
- No plans have been received as yet for the land adjacent to Glebe Close, however the Parish Council are expecting to hear something before the Easter break. A village meeting and Extra Ordinary Parish Council Meeting will be held accordingly;
- EverGreen have now completed the pest control work on Dummer Recreation Ground;
- Recreation Ground has been brought up to date and new Trustees and Committee are in place;
- Cllr Harden spent much of the weekend of 5/6th April 2025 negotiating with Highways over the volume of traffic within the Parish and spoke to PCSO Jones regarding whether any action could be taken to stop Satellite Navigation Systems using the smaller roads. Cllr Harden suggested that we need to get some signage and this will be discussed and agreed at a future meeting;
- There have been complaints received regarding the night lighting at the Golf Club;
- The new call for sites has now closed;
- A Meet and Greet of the Parish Council was held on 15th March 2025
- CIL survey went live on 1st April 2025;
- Fly Tipping event was interrupted on Dummer Down Lane.

RECEIVED monthly report from Cllr Julian Jones for Basingstoke Borough Council:

- The Devolution exercise is still ongoing;
- There have been a number of meetings regarding affordable housing to look at the number and standards of houses and so on.

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

250407

Finance

250407.01

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 for March 2025. This can be found at **Appendix A**.

NOTED that from April 2025 forward, the new format of reports will be used generated from Scribe Accounting Software. These can be found at **Appendix B**.

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- 250407.02 To approve requests for payments for March 2025**
APPROVED payment requests for April 2025. These can be found at **Appendix C**.
- 250407.03 VAT Refund**
NOTED that a VAT 126 refund claim has been submitted for the period 1 October 2024 to 31 March 2025. This can be found at **Appendix D**.
- 250408 Purchase of Projector**
NOTED that the clerk provided three options for the purchase of a projector. This can be found at **Appendix E**.
AGREED to purchase Option 2 using the Parish Council Debit Card.
- 250409 CIL Spend Protocol Consultation**
NOTED the Clerk advised that the consultation is now over and the new CIL Spend Protocol has been published.
- 250410 CIL Survey**
NOTED that for the responses that have been received so far, the top three requirements are currently, Broadband, Leisure facilities and Mobile Networks. The survey remains open until the 30th April 2025.
- 250411 Recreation Ground**
Wendy Gay brought some quotes to the meeting for tree and hedge maintenance works in the recreation ground.
AGREED to use NP Tree Management Ltd to carry out tree and hedge maintenance.
AGREED Wendy Gay to carry out a risk assessment for works in the area and forward to Parish Council.
NOTED that a tree survey may need to be carried out at a future date.
NOTED that in the future it may be advantageous to set up a yearly maintenance contract for tree and hedge works.
NOTED to observe how the new hedgerow grows and whether further fencing may be required at a future date.
- 250412 To discuss any items of Parish Maintenance**
- 250412.01 Well House**
AGREED to defer item to June agenda.
- 250412.02 Finger Sign Posts**
NOTED Cllr Harden has found a company who carry out restoration. She will continue to investigate.
- 250412.03 Trees around Dummer Village Pond**
NOTED that this was an ongoing item.
AGREED for the Parish Council to put in a planning application for the removal and replacement of the Willow Tree.

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AGREED to contact the residents of Pond Cottage to request to get the Cherry Laurel trimmed.

250413 Planning Applications

250413.01 REF: 25/00777/HSE

Location: 13 Freshfields Close Basingstoke Hampshire RG23 7GQ

Proposal: Erection of a single storey rear extension and alteration to rear ground floor fenestration

NO OBJECTION

250413.02 REF: 25/00754/OUT

Location: Land Adjacent to Junction 6 Of The M3 Basingstoke Hampshire

Proposal: Outline application (with access to be determined, all other matters reserved) for development of a new Motorway Service Area (MSA) and associated landscaping, infrastructure and ancillary works

AGREED that the Parish Council should ask for a public meeting or forum

250414 Date of next meeting

AGREED that the date of the Annual Meeting of the Parish Council shall be held on Monday 12th May 2025 at 6:30pm.

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

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Appendix A

Monthly Sheet March 2025			
		Balance Bought Forward	233,722.58
		Interest	171.26
			233,893.84
DD	Scribe	Accounting Software	37.20
DD	Sky Business	Broadband	29.94
DD	Vodafone	Clerk's Phone	11.20
FPO	HMRC	PAYE	176.93
FPO	Wendy Reynolds	Salary	666.23
FPO	Elancity	Additional Mounting Bracket for SID	48.97
FPO	Fieldform	Wildflower Meadow Maintenance	360.00
FPO	Cleanwall Exteriors Ltd	Noticeboard Installation (Longacre)	342.00
FPO	MJR Services	Playground Inspection	187.50
FPO	James Dodd	Maintenance	75.00
FPO	Wendy Reynolds	Expenses	3.98
FPO	South Kempshott RA	Hall Hire	10.00
DD	Lloyds Bank	Charges on PC bank accounts	4.25
			1,953.20
		Balance as at 31st March 2025	231,940.64
		Current Account Balance	8,518.45
		Deposit Account Balance	27,687.90
		Development Control	1,488.39
		CIL	194,245.90
			231,940.64
Signed:			
Signed:			
Signed:			

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Appendix B

14 April 2025 (2024 - 2025)

Dummer Parish Council

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

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

	Bank Reconciliation at 31/03/2025		
	Cash in Hand 01/04/2024		211,138.42
	ADD Receipts 01/04/2024 - 31/03/2025		65,017.04
			276,155.46
	SUBTRACT Payments 01/04/2024 - 31/03/2025		44,214.82
A	Cash in Hand 31/03/2025 (per Cash Book)		231,940.64
	Cash in hand per Bank Statements		
	Petty Cash 31/03/2025	0.00	
	Current Account 31/03/2025	8,518.45	
	Deposit Account 31/03/2025	27,687.90	
	Development Control Account 31/03/2025	1,488.39	
	CIL Account 31/03/2025	194,245.90	
			231,940.64
	Less unrepresented payments		
			231,940.64
	Plus unrepresented receipts		
B	Adjusted Bank Balance		231,940.64
	A = B Checks out OK		

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Dummer Parish Council
PAYMENTS LIST

14 April 2025 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
112	Administration	03/03/2025		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (So	S	31.00	6.20	37.20
											37.20
113	Communications	05/03/2025		Current Account	Vodafone	Clerk's Phone Charges	Vodafone	S	9.33	1.87	11.20
											11.20
117	Salaries and Allowances	11/03/2025		Current Account	P30 payment - Mo	PAYE	HMRC	X	176.93		176.93
											176.93
120	Clerks Expenses	11/03/2025		Current Account	Clerks Expenses - .	Clerk's Expenses	Wendy Reynolds	X	3.98		3.98
											3.98
119	Playground Inspection	11/03/2025		Current Account	Playground Inspec	Playground Inspection	MJR Services	X	187.50		187.50
											187.50
118	Repairs and Maintenance	11/03/2025		Current Account	Village Maintenanc	Maintenance	James Dodd (trading as Vi	X	75.00		75.00
											75.00
114	Repairs and Maintenance	11/03/2025		Current Account	Noticeboard Install	Noticeboard Installation	Cleanall Exteriors Ltd	S	285.00	57.00	342.00
											342.00
115	Repairs and Maintenance	11/03/2025		Current Account	SID - Spare Mount	SID Brackets	ElanCity Ltd	S	40.81	8.16	48.97
											48.97
116	Repairs and Maintenance	11/03/2025		Current Account	Wildflower Meadow	Wildflower Meadow Maintenanc	Fieldform Ltd	S	300.00	60.00	360.00
											360.00
121	Communications	12/03/2025		Current Account	Broadband	Broadband	Sky Business	S	24.95	4.99	29.94
											29.94
122	Hall Hire	17/03/2025		Current Account		Hall Hire	South Kempshott Commun	X	10.00		10.00
											10.00
123	Administration	18/03/2025		Current Account		Bank Charges	Lloyds Bank	X	4.25		4.25
											4.25
125	Salaries and Allowances	28/03/2025		Current Account	Salary - March 202	Salary	Wendy Reynolds	X	666.23		666.23
											666.23
Total									1,814.98	138.22	1,953.20

Dummer Parish Council
RECEIPTS LIST

14 April 2025 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
42	Bank Interest	10/03/2025		Deposit Account		Interest	Lloyds Bank	X	21.22		21.22
											21.22
43	Bank Interest	10/03/2025		Development Contro		Interest	Lloyds Bank	X	1.14		1.14
											1.14
44	Bank Interest	10/03/2025		CIL Account		Interest	Lloyds Bank	X	148.90		148.90
											148.90
Total									171.26		171.26

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Appendix C

April 2025 Payment Requests				
FROM	ITEM	AMOUNT	INVOICE NO	PAY METHOD
South Kempshott RA	Hall Hire	£10.00	MARCH	Electronic
Wendy Reynolds	Expenses (refreshments for Meet and Greet)	£6.35	MARCH	Electronic
Vodafone	Clerk's Phone	£11.20	B5-687983097	DD
Scribe	Accounting Software	£37.20	INV-9782	DD
Sky Business	Broadband	£29.94	2363929-0	DD
HMRC	PAYE	£174.40	APRIL	Electronic
James Dodd	Maintenance	£75.00	2386	Electronic
Wendy Reynolds*	Salary	£677.03	APRIL	Electronic
Evergreen	Pest Control	£1,980.00	INV-5903	Electronic
DM Payroll Ltd	Payroll provision for 25/26	£120.00	4273	Electronic
Lloyds Bank	Account Charges	£4.25	452197805	Direct Debit
Total		£3,125.37		
* Includes 13.75 hours overtime for CIL Survey and Website Work				
Authorised by				
Authorised by				
Authorised by				

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Appendix E

Projector Options

Model	Specs	Price
Kodak Luma 350	• Image projection between 80” – 150” • 150 Lumens • HDMI/USB/Bluetooth interface • 3.9 out of 5 stars	£241.66 + VAT
ViewSonic PA700S	• Image projection between 30” – 300” • 4,500 Lumens • HDMI/USB2.0a/VGA/3.5mm audio/ethernet • 4.1 out of 5 stars	£325 + VAT
Epsom EB-W06 HD	• Image projection between 160” - 320” • 3,700 Lumens • HDMI interface • 4.6 out of 5 stars	£341.66 + VAT