



Chair: Councillor Sheila Harden

Clerk: Wendy Reynolds

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

MINUTES OF THE ORDINARY MEETING

Monday 8th June 2026 at 7:00pm at Dummer Village Hall, Up Street, Dummer, RG25 2AK

Parish Councillors Present:

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

Also in attendance:

Wendy Reynolds – Clerk, Cllr Juliet Henderson, Cllr Alex Rowley and 4 members of the public

260601	Welcome from the Chair
260602	Apologies No apologies were received.
260603	Declarations of Interest RECEIVED No declarations of interest relevant to the agenda.
260604	Minutes
260604.01	To approve as a correct record the minutes of the Dummer Parish Council meeting held on 11 th May 2026. APPROVED as a correct record the minutes of the Dummer Parish Council meeting held on 11 th May 2026.
260604.02	To approve as a correct record the minutes of the Dummer Parish Council Extra Ordinary meeting held on 18 th May 2026. APPROVED as a correct record the minutes of the Dummer Parish Council Extraordinary meeting held on 18 th May 2026.
260605	To open the meeting to members of the public There was 1 resident who asked the following

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

- A resident asked if the PC would agree for an agenda standing item for some of the big planning issues which we are facing such as the Popham development, SMV logistics and Upper Swallick application – **NOTED**.

260606

Reports

RECEIVED an update from Cllr Juliet Henderson:

- Highways news – the council are looking to introduce lane charging for utilities companies for every day of highway disruption. This could bring income of up to £15m of capital receipts which can go towards road maintenance.
- Children's social care and education – Juliet is proud to be the new Executive Member for Education. There is a current white paper on SEN, looking at individual support programmes and investing in resource provisions so SEN children can remain in mainstream schooling. Government are giving a significant grant for a new school based in Whitely. School attendance has improved significantly and Hants is above national average.
- Council budget – HCC have a deficit, rather than a debt. The council need to look at ways of cutting their expenditure. They have made a reduction in school transport requirements and therefore only need to use £20m from reserves.
- Cllr Henderson will continue to monitor developments around the parish.

Cllr Henderson's monthly report can be found on the Dummer Parish Council website.

RECEIVED monthly report from the Chair which can be found at **Appendix A**.

RECEIVED a report from Cllr Jones:

- Councillors surgery will be held at Hounsme Fields Primary School monthly.
- Cllr Jones is investigating the bus service in Hounsme Fields which they are saying should be in place by end of year.

RECEIVED a report from Cllr Rowley:

- Cllr Rowley has responded to the Upper Swallick application and submitted observations for the scoping exercise opposite Oakdown. He advised the council should not respond until there is an application in place.
- There is a meeting to discuss a new waste and recycling strategy.

RECEIVED monthly report from the Clerk which can be found at **Appendix B**.

260607

Finance

260607.01

Current Financial Situation

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

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

- 260607.02 Payment Requests**
To approve requests for payments for June 2026.
APPROVED payments requests for June 2026 can be found at **Appendix D.**
- 260608**
260608.01 Audit and AGAR
To note the IA response and consider recommendations
- Add the review and appointment of the internal auditor to be minuted – RESOLVED to minute going forward.
 - Adapt and adopt a model statement for internal controls and minute – RESOLVED to adapt and adopt a statement to be brought to meeting in July 2026.
 - To use Scribe budget monitoring reports instead of budget spreadsheets – RESOLVED to use going forward.
 - To investigate moving CIL funds into a CCLA PSDF – RESOLVED for clerk to research.
 - If CIL receipts and projects keep the council at over £200k for the next two years, the council will need to move to I&E accounting – MONITOR accounts for the next two years.
 - Councillors to check their DPI forms are up to date since May 2026 elections – RESOLVED for councillors to check their forms.
 - Assertion 10 – RESOLVED to carry out a date audit each year and minute.
- 260608.02 To complete Section 1 of the AGAR**
COMPLETED Section 1 of the AGAR (this can be found on the Dummer Parish Council website).
- 260608.03 To complete Section 2 of the AGAR**
COMPLETED Section 2 of the AGAR (this can be found on the Dummer Parish Council website).
- 260608.04 To note date of the Exercise of Public Rights**
CONFIRMED as 10th June – 21st July 2026 (Notices can be found on all parish noticeboards and the Dummer Parish Council website).
- 260608.05 To confirm that DPC Cllrs and the Clerk have no conflict to the EA BDO LLP**
CONFIRMED that Dummer Parish Councillors and the Clerk have no conflict with BDO LLP (External Auditor).
- 260609 Civility and Respect Pledge**
AGREED to adopt the pledge.
- 260610 Parish Council email and website provider change**
ACTION for the Clerk to enquire about obtaining a discount on an initial two-year contract sign up and to discuss the possibility of a discount on email address numbers.
- 260611 Defibrillators**
DEFERRED to July meeting.

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

- 260612 Dummer Cricket Club CIL Grant**
AGREED to award a CIL grant to the Dummer Cricket Club of **£5,700**.
- 260613 CIL Money**
The council had a discussion on the possibility of using CIL money to purchase property, if agreed on, in the future.
- 260614 Disaster/Emergency Plan**
260614.01 Policy
ONGOING.
- 260614.02 Satellite phones**
DEFERRED to July meeting.
- 260615 Remus budget delay**
Cllr Mullen advised that the delayed budget has been received, with a 20% increase on it. Cllr Mullen will be inviting Remus to a council meeting to update the public.
- The Community Centre was supposed to be handed over at the end of this year but now looks unlikely.
- 260616 Recreation Ground**
260616.01 Update
Wendy Gay gave an update, advising that the new recreation ground equipment is to be installed 23rd-25th June 2026.
- The tennis court refurbishment has been postponed until September.
- 260617 To discuss items of Parish Maintenance**
260617.01 Pond fencing
AGREED for the Boundary Company to supply and install a treated softwood version for the fencing at the pond at quoted amount of **£2,531.82+VAT**.
- 260618 Planning Applications**
260618.01 Ref: 26/00951/LDPO
Location: 29 Saunders Way Basingstoke Hampshire RG23 7FA
Proposal: Certificate of Lawfulness for the proposed conversion of loft with the addition of four rooflights to the slopes.
NO OBJECTION
- 260618.02 Ref: 26/00945/HSE**
Location: 1 Clump Barn Farleigh Lane Dummer Hampshire RG25 2AF
Proposal: Erection of a rear conservatory.
DEFERRED to EOM being held on 19th June 2026
- 260619 Date of next meeting**
AGREED to hold the next meeting on the 13th July 2026 at Hounsme Fields Primary School.
-

There being no further business the meeting closed at 20:56pm

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

Appendix A

Chair's report June 2026

The Parish Council's effectiveness has been affected by problems with the webmail system upgrade. Delays in migrating logins led to an email blackout from 12 May, and archived emails were not fully restored until late May or early June. This caused significant disruption, and some contact lists have been lost.

The consultation period for the revised Glebe housing proposal, which the Parish Council has supported, has now closed. The application is likely to go to committee.

The Parish Council has also been working with neighbouring councils in response to the West Farm Logistics proposal. Several Dummer councillors attended a joint meeting on the plans with Basingstoke and Deane Borough Council Leader Paul Harvey present. Dummer Parish Council has since submitted its own response from the Parish's perspective.

The Parish Council is pleased to see work has begun on the external grounds at Hounsme Fields Primary School, funded through Community Infrastructure Levy (CIL) money. The Council also welcomes the partnership with the YMCA to provide nursery places. Initial work on the toucan school crossing, which was scheduled to start on 18 May, does not yet appear to have begun, though it is still listed on one.network as imminent

Management fee invoices have finally been issued to Hounsme Fields residents. They are five months late and higher than expected. A report from Cllr Mullen appears on the agenda.

Sales of parts of Manor Farm are continuing. Another tenant has been given notice, and a small commercial unit has been put on the market. Concerns have also been raised about the condition of the Memorial Garden, which is managed by the same company

Confusion over the parking rules at the Broadmere retail unit has led to concerns about parking fines being issued incorrectly. Users of the surgery, dental practice, pharmacy and Post Office appear to have been affected, creating difficulties for Dummer residents as well as many others. Cllr Stacy Hart is coordinating the response.

A permitted development scheme for high-voltage cable replacement in Down Street was agreed without any local consultation. This has jeopardised several Dummer events and projects, including the Fete to be hosted by Sir Crispin Davis at Dummer House, installation work at the recreation ground, restoration of the tennis courts, and the future of The Queen. A meeting will be held with the contractors and the customer, understood to be Dummer Golf Course, to see if these projects can be saved and the access issues managed.

Appendix B

Clerk's report – June 2026

Main thing to report is that the internal audit has been carried out and the PC got a 'well done'. After paperwork signed at meeting tonight, it will be sent off to the External Auditor results will be back from them late summer/early autumn.

Sky contract runs out in July, so the Clerk will take this opportunity to change it into the Parish Councils name.

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

Clerk will be preparing a CIL payment report for BDBC to be sent back by the end of July to report on what the parish council have so far spent CIL funds on.

The Clerk is starting to put together the Summer newsletter, so any items or articles greatly received. Hoping to be able to have a section on the new school equipment and hopefully the Recreation Ground equipment. Sadly, it looks like the tennis courts are being put back to September so will be the main headline in the Autumn newsletter.

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

Appendix C

4 June 2026 (2026-2027)

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 31/05/2026		
	Cash in Hand 01/04/2026		454,627.59
	ADD Receipts 01/04/2026 - 31/05/2026		56,834.99
			511,462.58
	SUBTRACT Payments 01/04/2026 - 31/05/2026		9,565.91
	Cash in Hand 31/05/2026 (per Cash Book)		501,896.67
B	Cash in hand per Bank Statements		
	Petty Cash 31/05/2026	0.00	
	Current Account 31/05/2026	6,959.61	
	Deposit Account 31/05/2026	35,019.55	
	Development Control Account 31/05/2026	1,499.80	
	CIL Account 31/05/2026	458,417.71	
			501,896.67
	Less unrepresented payments		
			501,896.67
	Plus unrepresented receipts		
	Adjusted Bank Balance		501,896.67
	A = B Checks out OK		

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

Dummer Parish Council
PAYMENTS LIST

04 June 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
17	Salaries and Allowances	01/05/2026		Current Account	PAYE - Month 2 En	PAYE	HMRC	X	77.70		77.70
18	Salaries and Allowances	01/05/2026		Current Account	Salary - May 2026	Salary	Wendy Reynolds	X	912.31		912.31
20	Communications	01/05/2026		Current Account	Vodafone	Clerk's Phone Charges	Vodafone	S	12.03	2.41	14.44
21	Communications	01/05/2026		Current Account	Broadband	Broadband	Sky Business	S	30.45	6.09	36.54
25	Administration	01/05/2026		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
22	Insurance	01/05/2026		Current Account	Insurance - 2026-2	Insurance	Zurich Municipal	S	477.68	95.54	573.22
23	Subscriptions	01/05/2026		Current Account	Data Protection Fe	Data Protection Fees	Information Commissioner	X	47.00		47.00
24	Bank Charges	01/05/2026		Current Account		Bank Charges	Lloyds Bank	X	4.25		4.25
26	Repairs and Maintenance	07/05/2026		Current Account	Village Maintenan	Maintenance	James Dodd (trading as Vir	X	430.00		430.00
27	Subscriptions	10/05/2026		Current Account	CPRE	CPRE Membership	CPRE	X	84.00		84.00
Total									2,106.42	110.24	2,216.66

Dummer Parish Council
RECEIPTS LIST

04 June 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
6	Other	01/05/2026		Current Account	VAT Refund - Octo	VAT Refund	HMRC	R		1,397.04	1,397.04
7	Bank Interest	11/05/2026		CIL Account		Interest	Lloyds Bank	X	229.35		229.35
8	Bank Interest	11/05/2026		Deposit Account		Interest	Lloyds Bank	X	12.78		12.78
9	Bank Interest	11/05/2026		Development Contro		Interest	Lloyds Bank	X	0.66		0.66
Total									242.79	1,397.04	1,639.83

Appendix D

Dummer Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

09 June 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
29	Administration	01/06/2026		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
31	Community Infrastructure Levy	04/06/2026	260111	Current Account	Tree work prior to	Tree Work	NP Tree Management Ltd	S	2,560.00	512.00	3,072.00
32	Community Infrastructure Levy	04/06/2026	260111	Current Account	Tree work prior to	Tree Work	NP Tree Management Ltd	S	2,100.00	420.00	2,520.00
39	Salaries and Allowances	04/06/2026		Current Account	P30 - Month 3	PAYE	HMRC	X	73.70		73.70
30	Hall Hire	04/06/2026		Current Account	Hall Hire for 11/05	Hall Hire	Dummer Village Hall Comm	X	52.50		52.50
33	Hall Hire	04/06/2026		Current Account	Clifton Room hire -	Hall Hire	All Saints' Church	X	10.00		10.00
36	Audit Commission (Audit Fees)	04/06/2026		Current Account	AGAR - IA	Internal Audit	Do The Numbers Ltd	X	400.00		400.00
28	Repairs and Maintenance	04/06/2026		Current Account	James Dodd - Mair	Maintenance	James Dodd (trading as Vir	X	430.00		430.00
34	Repairs and Maintenance	04/06/2026	260413.01	Current Account	Playground repairs	Playground Repairs	MJR Services	X	417.85		417.85
35	Repairs and Maintenance	04/06/2026	260413.01	Current Account	Playground repairs	Playground Repairs	MJR Services	X	379.00		379.00
37	Communications	04/06/2026		Current Account	Broadband	Broadband	Sky Business	S	30.45	6.09	36.54
38	Communications	04/06/2026		Current Account	Clerks SIM	Clerk's Phone Charges	Vodafone	S	12.62	2.52	15.14
40	Salaries and Allowances	04/06/2026		Current Account	Salary - June 2026	Salary	Wendy Reynolds	X	908.31		908.31
41	Bank Charges	04/06/2026		Current Account	Bank Charges	Bank Charges	Lloyds Bank	X	4.25		4.25
42	Community Infrastructure Levy	07/06/2026		Current Account	Rec Ground - Tabli	Recreation Ground Equipment	FreshAir Fitness	S	842.00	168.40	1,010.40
43	Community Infrastructure Levy	07/06/2026		Current Account	Rec Ground - Big F	Recreation Ground Equipment	FreshAir Fitness	S	7,650.00	1,530.00	9,180.00
Total									15,901.68	2,645.21	18,546.89

Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

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