



Chairman: Councillor Sheila Harden

Clerk: Wendy Reynolds

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

MINUTES OF THE ORDINARY MEETING

Monday 8th September 2025 at 7:00pm at Dummer Village Hall, Up Street,
Dummer, RG25 2AK

Councillors Present:

Cllr Sheila Harden – Chair, Cllr Julian Jones and Cllr Liz Nelson

Also in attendance:

Wendy Reynolds – Clerk, and 15 members of the public

- 250901 The Chair opened the meeting at 7:00pm.**
- 250902 Apologies**
RECEIVED apologies from Cllr Sascha Mullen and Cllr Manuela Gazzard.
- 250903 Declarations of interest**
RECEIVED no declarations of pecuniary interest relevant to the agenda.
- 250904 Minutes**
To approve as a correct record the minutes of the Dummer Parish Council Ordinary meeting held on Monday 14th July 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 14th July 2025
- 250905 To open the meeting to members of the public.**
There were 3 residents who raised the following items:

Signed: _____ (Sheila Harden, Chair)

- There is a high-pitched alarm sounding in the garages behind Bible Fields. The Parish Council will investigate who owns the land and what is making the noise.
- This area also has a problem with vermin.
- Affordable housing was raised and several residents requested a survey be carried out to engage the residents to understand exactly what is needed and wanted in the village.

250906

Reports

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

RECEIVED monthly report from Cllr Julian Jones:

- A revised Draft Spatial Strategy has been published reflecting the increase in housing numbers required. Subject to approval to move forward, there will be a second draft plan consultation, technically known as a Regulation 18 in Winter 2025.
- LGR – the deadline for submission of the proposal to the Government is Friday 26th September. For Basingstoke and Deane Borough Council, the final version will be considered by Council on Thursday 25th September before submission. All of the options have Basingstoke and Deane, Rushmoor and Hart combining to create a North Hampshire unitary.

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

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

250907

Finance

250907.01

Current Financial Situation

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

250907.02

Payment Requests

To retrospectively approve requests for payments for August 2025

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

To approve requests for payments for September 2025.

APPROVED payments requests for September 2025 can be found at **Appendix E**.

250907.03

Budget

NOTED the Clerk is starting to look at the budget for 2026/2027 and will bring a report to the next meeting with an analysis of spend in year to date and a provisional budget plan for the Financial Year 2026/2027.

250908

Audit

NOTED Conclusion of the External Audit with no recommendations. Notice of Conclusion to the audit will be posted on 10th September 2025.

Signed: _____ (Sheila Harden, Chair)

250909

Land at Glebe Close

Andrew Faquhar from Guildoak gave a short presentation. This presentation can be found on the Dummer Parish Council website.

NOTED Key points from the presentation were:

- It is considered highly probable that the current application (25/00854/FUL) will not be granted planning permission. In the event of refusal, Mr Farquhar has confirmed his intention to lodge an appeal.
- Concurrently with the appeal process, Mr Farquhar will submit a separate application for revised planning permission in October 2025, which he asserts addresses the objections raised in relation to the previous application.
- Mr Farquhar has further indicated that, should the revised application be approved, he will withdraw the appeal concerning the original application and proceed in accordance with the newly granted permission.

250910

Update on Oakdown Farm S106 Decision Notice

NOTED All HGV traffic must access the site via Junction 7 of the M3, as agreed by HCC and Highways. This requirement is not currently in the S106 notice. Cllr Harden has raised the matter with Cllr Paul Harvey, who confirmed it will be included in the operational plan. HCC and Highways will ensure compliance. The Parish Council will seek early involvement in the development, setup, and monitoring of the operational management plan.

250911

CIL Application

The Dummer Village Hall Committee submitted a CIL grant request for the following upgrades:

- Replacement tables, chairs, and trolleys
- Glass canopies for the entrance area
- Resurfacing of the car park

AGREED Decision deferred to the October 2025 meeting. The Parish Council noted concerns regarding the lack of financial contribution from the Village Hall Committee.

ACTION

- The Village Hall Committee to obtain quotes for canopy installation from a registered company with appropriate insurance.
- The Committee to provide details on how the grant will improve accessibility of the hall to the wider parish, with a statement included in the revised application.

250912

Future Post Office green paper

The Green Paper and accompanying details will be published on the Dummer Parish Council website. The Parish Council intends to respond negatively.

Signed: _____ (Sheila Harden, Chair)

ACTION The Parish Council will submit its consultation response by 6 October 2025.

250913 Housing provision/needs Survey

Cllr Harden will attend a presentation by Action Hampshire on affordable housing and will enquire whether they can conduct a survey if requested.

250914 To discuss any items of Parish maintenance

250914.01 Fencing around pond

ACTION Clerk to get quotes and investigate if any funding might be available from S106.

250914.02 Cemetery trees

DEFERRED Quotes will be brought to the October 2025 meeting.

250914.03 Dummer Parish Signage

DEFERRED Cllr Harden is continuing to make enquiries and will need to consult HCC before making a suggestion for Council approval.

250915 Planning Applications

250915.01 REF: 25/O2016/LBC

Location: Dummer Down House Duxford Lane Dummer Basingstoke Hampshire

Proposal: Replace existing 10 no. windows and 1 no. door unit with conservation timber units

NO OBJECTION

250916 Date of the next meeting

AGREED that the date of the Ordinary Meeting shall be held on Monday 13th October 2025.

There being no further business the meeting closed at 20:30pm

Signed: _____ (Sheila Harden, Chair)

Appendix A

Chair's Report

1. New benches and picnic tables have been installed in the recreation ground and around the pond. Thanks to Ian and Wendy Gay for their hard work on the installation.
2. It has been confirmed that allotments on Hounsme Fields and On the Green will be run by the management companies on the two sites, not as suggested, by Dummer Parish Council.
3. I attended the Community Engagement event with Sarah Elkin and one of her team on the Hounsme Fields Development outside Tesco Extra on 23rd July
4. The decision notice and the S106 agreement for the Oakdown Farm warehouses have been published. DPC is concerned that the S106 agreement does not cover the enforcement of HGV use of J7 and the M3 for access. This has been raised with Paul Harvey and his intervention with Planning requested. We have just had a response from Planning via Paul. It is not optimistic but we will study it further.
5. The clerk and the chair have both attended meetings on the Local Government Reorganisation Proposals held by both HCC and BDBC.
5. Vistry has agreed to prepare, submit and pay for the applications that will give all residents Permitted Development Rights on Hounsme Fields. This has been a result of an excellent intervention by the Residents Association.
6. A draft Submission of Warding for the Parish has been delivered to Jack Ground and Fiona Thompson for consultation.
7. There have been several reports of antisocial behaviour on HF and Longacre. Cllr Mullen is liaising with the relevant PCSO's about this.
8. A guarantee of replacement of the dead trees on the A30 and the roundabout (a planning condition) has been confirmed and will be done after adoption (8-10 weeks). Paid for by Vistry, work done by HCC, no additional cost on the management fees for residents. Thanks to Cllr. Mullen for pursuing this.
9. Draft Local Plan Update has been published and circulated to Cllrs. Points to note: Dummer Village's housing requirement appears to remain at 10 as consideration has been given to the amount of development the Parish has sustained. However, extensive further development is planned for the A30 corridor, South Manydown and Popham. Also Upper Swallick, by Cliddesden. This plan will be out for consultation in the Winter of 2025 when DPC will formally respond.

Signed: _____ (Sheila Harden, Chair)

Appendix B

Clerks Report – September 2025

- Investment Strategy – I am now in the process of writing and will bring to meeting in October.
- Introduction of Assertion 10. This is a new assertion introduced in the 2025 Practitioners Guide for smaller authorities. Is essentially means that all councils must demonstrate real compliance to digital matters such as GDPR, not just have good intentions. Part of this was the introduction of the Email and IT Policy I put together in July 2025. I will be attending a course on the 13th November so I can ensure we are compliant.
- Work is continuing on the website.
- Newsletter was published in July and was really positively received. Now the Summer is over, I shall be looking at setting up a mailing list so I can get the Parish Newsletter to more people.
- Local Government Pay Awards were agreed in July at 3.20% back dated to 1st April 2025.
- I have received a request from a resident for us to have a Parish Biodiversity Policy – this is now added to works in progress.
- Accident book for the Dummer Village Recreation Ground. There was a report of an accident in July and I felt it would be prudent to ensure that all are aware that the Clerk holds an accident book to record all such incidents.
- Sky broadband increase – monthly payments have increased from £29.94 to £31.04
- I have started a time motion study of working hours for Clerks role. Workload has grown due to the increased Parish size and a number of individual projects and planning issues. The Clerk is also studying for the CiLCA and this adds to workload. I shall carry out a 2 month study for Councillors and bring to November meeting for discussion.

Signed: _____ (Sheila Harden, Chair)

Appendix C

8 September 2025 (2025-2026)

Dummer Parish Council

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

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

A	Bank Reconciliation at 31/07/2025		
	Cash in Hand 01/04/2025		231,940.64
	ADD Receipts 01/04/2025 - 31/07/2025		127,085.81
	SUBTRACT Payments 01/04/2025 - 31/07/2025		359,026.45
			15,022.28
	Cash in Hand 31/07/2025 (per Cash Book)		344,004.17
B	Cash in hand per Bank Statements		
	Petty Cash 31/07/2025	0.00	
	Current Account 31/07/2025	11,771.37	
	Deposit Account 31/07/2025	29,306.46	
	Development Control Account 31/07/2025	1,492.48	
	CIL Account 31/08/2025	301,433.86	
			344,004.17
	Less unrepresented payments		
			344,004.17
	Plus unrepresented receipts		
	Adjusted Bank Balance		344,004.17
	A = B Checks out OK		

Signed: _____ (Sheila Harden, Chair)

Dummer Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/08/2025		
	Cash in Hand 01/04/2025		231,940.64
	ADD Receipts 01/04/2025 - 31/08/2025		127,325.24
	SUBTRACT Payments 01/04/2025 - 31/08/2025		359,265.88
			17,403.96
	Cash in Hand 31/08/2025 (per Cash Book)		341,861.92
B	Cash in hand per Bank Statements		
	Petty Cash 31/08/2025	0.00	
	Current Account 31/08/2025	9,389.69	
	Deposit Account 31/08/2025	29,326.35	
	Development Control Account 31/08/2025	1,493.42	
	CIL Account 31/08/2025	301,652.46	
			341,861.92
	Less unrepresented payments		
			341,861.92
	Plus unrepresented receipts		
	Adjusted Bank Balance		341,861.92
	A = B Checks out OK		

Signed: _____ (Sheila Harden, Chair)

Dummer Parish Council

8 September 2025 (2025-2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
41	Communications	02/07/2025		Current Account	Vodafone SIM	Clerk's Phone Charges	Vodafone	S	9.95	1.99	11.94
34	Repairs and Maintenance	07/07/2025		Current Account	Maintenance - Juni	Maintenance	James Dodd (trading as Vik	X	415.00		415.00
40	Administration	07/07/2025		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
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	174.40		174.40
44	Administration	08/07/2025		Current Account	Bank Account Char	Bank Charges	Lloyds Bank	X	4.25		4.25
63	Repairs and Maintenance	08/07/2025		Current Account	Supplies to install i	Maintenance - supplies	Ian Gay	X	37.80		37.80
39	Communications	12/07/2025		Current Account	Broadband - Villag	Broadband	Sky Business	S	24.95	4.99	29.94
Total									5,002.49	765.88	5,768.37

Dummer Parish Council

8 September 2025 (2025-2026)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
13	Bank Interest	09/07/2025		Development Control		Interest	Lloyds Bank	X	0.86		0.86
17	Bank Interest	09/07/2025		Deposit Account		Interest	Lloyds Bank	X	22.60		22.60
15	Bank Interest	09/07/2025		CIL Account		Interest	Lloyds Bank	X	200.52		200.52
Total									223.98		223.98

Signed: _____ (Sheila Harden, Chair)

Dummer Parish Council

8 September 2025 (2025-2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
46	Administration	08/08/2025		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
47	Communications	08/08/2025		Current Account	Vodafone SIM	Clerk's Phone Charges	Vodafone	S	9.95	1.99	11.94
51	Administration	08/08/2025		Current Account	Bank Account Char	Bank Charges	Lloyds Bank	X	4.25		4.25
49	Repairs and Maintenance	08/08/2025		Current Account	Village Maintenanc	Maintenance	James Dodd (trading as Vik	X	615.00		615.00
50	Repairs and Maintenance	08/08/2025	250711.01	Current Account	Playground Repair:	Playground Repairs	MJR Services	X	532.80		532.80
48	Communications	08/08/2025		Current Account	Broadband	Broadband	Sky Business	S	24.95	4.99	29.94
52	Salaries and Allowances	08/08/2025		Current Account	PAYE - Month Endi	PAYE	HMRC	X	251.80		251.80
53	Salaries and Allowances	08/08/2025		Current Account	Salary - August 20	Salary	Wendy Reynolds	X	718.75		718.75
54	Repairs and Maintenance	22/08/2025		Current Account	Wildflower Meadow	Wildflower Meadow Maintenanc	Premier Grounds and Gardi	S	150.00	30.00	180.00
Total									2,338.50	43.18	2,381.68

Dummer Parish Council

8 September 2025 (2025-2026)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
14	Bank Interest	11/08/2025		Development Control		Interest	Lloyds Bank	X	0.94		0.94
18	Bank Interest	11/08/2025		Deposit Account		Interest	Lloyds Bank	X	19.89		19.89
16	Bank Interest	11/08/2025		CIL Account		Interest	Lloyds Bank	X	218.60		218.60
19	Bank Interest	11/08/2025		Deposit Account		Interest	Lloyds Bank	X			
21	Bank Interest	11/08/2025		Development Control		Interest	Lloyds Bank	X			
20	Bank Interest	11/08/2025		CIL Account		Interest	Lloyds Bank	X			
Total									239.43		239.43

Signed: _____ (Sheila Harden, Chair)

Appendix D

Dummer Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

8 September 2025 (2025-2026)

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
46	Administration	08/08/2025		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
51	Administration	08/08/2025		Current Account	Bank Account Char	Bank Charges	Lloyds Bank	X	4.25		4.25
49	Repairs and Maintenance	08/08/2025		Current Account	Village Maintenanc	Maintenance	James Dodd (trading as Vir	X	615.00		615.00
50	Repairs and Maintenance	08/08/2025	250711.01	Current Account	Playground Repair	Playground Repairs	MJR Services	X	532.80		532.80
47	Communications	08/08/2025		Current Account	Vodafone SIM	Clerk's Phone Charges	Vodafone	S	9.95	1.99	11.94
48	Communications	08/08/2025		Current Account	Broadband	Broadband	Sky Business	S	24.95	4.99	29.94
52	Salaries and Allowances	08/08/2025		Current Account	PAYE - Month Endi	PAYE	HMRC	X	251.80		251.80
53	Salaries and Allowances	08/08/2025		Current Account	Salary - August 20	Salary	Wendy Reynolds	X	718.75		718.75
Total									2,188.50	13.18	2,201.68

Signed: _____ (Sheila Harden, Chair)

Appendix E

Dummer Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

8 September 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
54	Repairs and Maintenance	22/08/2025		Current Account	Wildflower Meadow	Wildflower Meadow Maintenance	Premier Grounds and Gardi	S	150.00	30.00	180.00
55	Administration	01/09/2025		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
58	Audit Commission (Audit Fees)	03/09/2025		Current Account	External Audit - 20	External Audit	BDO LLP	S	315.00	63.00	378.00
56	Communications	03/09/2025		Current Account	Vodafone SIM	Clerk's Phone Charges	Vodafone	S	9.95	1.99	11.94
57	Communications	03/09/2025		Current Account	Broadband	Broadband	Sky Business	S	25.87	5.17	31.04
59	Salaries and Allowances	03/09/2025		Current Account	PAYE - Month Endi	PAYE	HMRC	X	182.05		182.05
60	Salaries and Allowances	03/09/2025		Current Account		Salary	Wendy Reynolds	X	558.90		558.90
62	Administration	08/09/2025		Current Account		Bank Charges	Lloyds Bank	X	4.25		4.25
61	Repairs and Maintenance	08/09/2025		Current Account	Village Maintenanc	Maintenance	James Dodd (trading as Vik	X	255.00		255.00
Total									1,532.02	106.36	1,638.38

Signed: _____ (Sheila Harden, Chair)

Date: _____