



Chairman: Councillor Sheila Harden

Clerk: Wendy Reynolds

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

MINUTES OF THE ORDINARY MEETING

Monday 10th November 2025 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 Sascha Mullen and Cllr Liz Nelson

Also in attendance:2

Wendy Reynolds – Clerk, and 8 members of the public

251101 The Chair opened the meeting at 7:00pm.

251102 Apologies
RECEIVED no apologies.

251103 Declarations of interest
RECEIVED no declarations of interest.

251104 Minutes
To approve as a correct record the minutes of the Dummer Parish Council Ordinary meeting held on Monday 13th October 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 13th October 2025

251105 To open the meeting to members of the public.
There were 2 residents who raised the following items:

Signed: _____ (Sheila Harden, Chair)

- A resident asked who was responsible for the post box at the beginning of the village as it is needing some maintenance. Clerk agreed to contact Royal Mail.
- A resident asked if the council heard anymore about the new planning application on the land adjacent to Glebe Close. Resident requested the council find out what stage the new application is on.

251106

Reports

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

RECEIVED monthly report from Cllr Julian Jones:

- Cllr Jones advised that most of his activity is from outside the Parish – such as the pitch and putt at Down Grange and the potential Popham Airfield development. Cllr Jones advised he is keeping a note of how both developments may impact traffic and infrastructure in the parish.
- Cllr Jones advised that the allotments on the developments cannot be built until the placement of the pipeline has been resolved.

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.

RECEIVED report from Cllr Mullen

- Cllr Mullen advised that both Remus and Firstport have changed property managers – Cllr Mullen is now supporting them in getting up to speed with issues around the developments.
- Bloor have transferred the parcel of land which currently has no building work on it to another company called Maplewood Homes. Cllr Mullen is making enquiries as to the impact and legality of this change of ownership.
- Cllr Mullen advised that Longacre has dealt with the flooding and drainage issues. MP Luke Murphy is also involved in Longacre and has been meeting with residents.

251107

Finance

251107.01

Current Financial Situation

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

251107.02

Payment Requests

To approve requests for payments for November 2025.

APPROVED payments requests for November 2025 can be found at **Appendix D**.

251108

Dummer Life Website

Mary Stevens gave a brief presentation on the website she has launched for Dummer Village. Feedback has been very positive to date.

Signed: _____ (Sheila Harden, Chair)

The site is for information purposes and improve communication for villagers and visitors to the village, to promote businesses and events.
The website can be found by going to www.dummerlife.com

Mary suggested she hopes that in the longer term, Hounscome Fields, Longacre and Homes on the Green can have sister websites to cover the whole parish.

AGREED to fund the website for the first 3 years, and reimburse the cost of £317.88

251109

CIL Project Work – Dummer Recreation Ground

Wendy Gay gave an update on the Dummer Recreation Ground project. The arborists have recommended on the grounds of health and safety that all dead trees are cut back to ground level.

The chair of the Parish Council thanked Wendy Gay for all her hard work to date.

AGREED: To fund the tree cutting around the tennis courts at a cost of no more than £3,000.

AGREED: Wendy Gay should get a quote for a comprehensive tree survey in the Recreation Ground and bring to the council meeting in January 2026.

AGREED: To fund matting and damage limitation in addition to the tree cutting at a cost of no more than £1,000.

ACTION: The council have asked Wendy Gay to bring a formal quote for works on the recreation ground to the January 2026 meeting for consideration.

251110

Action Hampshire Housing Survey

Cllr Harden outlined the two options for a housing needs survey. It was agreed to carry out the second option which is a hybrid postcard and online approach.

AGREED: to fund Option 2 Hybrid-postcard/online survey at a total cost of £4260 + VAT to be paid in two phases. An initial charge of £1000 + VAT + postage with the balance payable on receipt of the finalised report.

251111

North Waltham Village Trust Play Area Project

RECEIVED: Grant request from North Waltham Village Trust Play Area Project.

AGREED: to award a grant of £500 to the Trust.

251112

Village Hall CIL grant request

A CIL bid application was received from Dummer Village Hall Committee.

The bid was put to council to vote:

- Votes for 4

Signed: _____ (Sheila Harden, Chair)

- Votes against 0
- Abstain 1

The parish council have requested the Dummer Village Hall Committee approach the wider community and businesses to make more of the space and increase usage of the hall from outside the village.

AGREED: to grant the Dummer Village Hall Committee CIL bid for £37,186.70 (including vat of £3,307.79). This will be paid in phases to the Dummer Village Hall Committee as work is carried out.

251113
251113.01 **To discuss any items of Parish maintenance**
Fencing around Pond, Up Street

Defer to January 2026.

251113.02 **Cemetery Trees**

AGREED: to accept quote of £228 from N&P Tree Management Ltd. to carry out work on the Ivy around the cemetery trees.

251114
251114.01 **Planning Applications**
Ref: 25/O2407/ROC

Location: Phase A1 Hounsme Fields Winchester Road Kempshott Hill Basingstoke Hampshire.

Proposal: Variation of Condition 12 of 18/O2513/RES – (Reserved matters application for the appearance, landscaping, layout and scale for 94 dwellings of a mix of detached, semi-detached and terraced dwellings and flats, car parking and garages, Internal access roads, footpaths, parking and circulation areas, Footpath links and informal paths, Public open space/amenity space, hard and soft landscaping, and other associated infrastructure and engineering works (Parcel A1) (pursuant to outline permission 15/O4503/OUT)) – to change permitted development right restrictions.

NOTED

251114.02 **Ref: 25/O2408/ROC**

Location: Hounsme Fields Trenchards Lane Dummer Hampshire.

Proposal: Variation of condition 16 of 19/O3286/RES Approval of reserved matters for Phase A2 for the erection of 145 residential units of a mix of detached, semi-detached and terraced dwellings and flats; car parking and garages, internal access roads, footpaths, parking and circulation areas; footpath links and informal paths; public open space/amenity space; hard and soft landscaping; and other associated infrastructure and engineering works, in relation to outline permission 15/O4503/OUT to change permitted development right restrictions.

NOTED

251114.03 **Ref: 25/O2409/ROC**

Location: Hounsme Fields Trenchards Lane Dummer Hampshire.

Proposal: Variation of Condition 10 of 21/O0993/RES (Reserved Matters Application pursuant to outline application 15/O4503/OUT for the erection of 143 residential units of a mix of detached, semi-detached and terraced dwellings and flats; car parking and garages, internal access roads, footpaths, parking and circulation areas; footpath links and informal paths; public open

Signed: _____ (Sheila Harden, Chair)

space / amenity space; hard and soft landscaping; and other infrastructure and engineering works) – to change permitted development right restrictions.

NOTED

251114.04

Ref: 25/02410/ROC

Location: Parcels B1A, B1B, B1C And B2 At Hounsme Fields Trenchard Lane Dummer Hampshire.

Proposal: Variation of condition 17 of 23/02279/ROC to change permitted development right restrictions.

NOTED

251114.05

Ref: T/00562/25/TCA

Location: Laurel Cottage Dummer Down Lane Dummer Basingstoke Hampshire

Proposal: Repollard 1 Willow back to previous points removing approx 12ft of young growth leaving a final height of approx 15ft.

NO OBJECTION

251114.06

Ref: 25/02547/HSE

Location: Oak Cottage Dummer Down Lane Dummer Hampshire RG25 2AW

Proposal: Erection of a single storey flat roof rear extension to include a first floor terrace.

DEFERRED: and will be discussed at an Extra Ordinary Meeting in November 2025.

251114.07

TO NOTE:

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 lands

NOTED: As the parish council have previously logged an objection and as such have re-submitted this objection to the updated application.

251115

Date of next meeting

AGREED that the date of the Ordinary Meeting shall be held on Monday 12th January 2026.

251116

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

25116.01

To consider staffing matters

AGREED: Revisions to the Clerk's working hours were agreed.

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

Signed: _____ (Sheila Harden, Chair)

Appendix A

Chair's Report – November 2025

- The quote from Action Hampshire for the housing survey has been received and is on the agenda.
- A Teams meeting was arranged between, Cllr Jones, me and Mike Townsend – Head of Planning – to discuss the lack of consultation on the Construction and Operational Traffic Management Plans for the Oakdown Farm Warehouse development. The likelihood of getting a Liaison Committee including local councillor representation is low but useful discussions were held about the probable traffic management problems and some solutions explored. These will be followed up.
- It has become clear that warding the parish as an interim solution to the shortage of councillors representing the growing Parish population is not possible at present. When the developments are finished it is likely that a Community Governance Review will be conducted by Electoral Services to determine the future shape of the Parish and the number of Councillors required.
- A meeting was held by the Chair and the Clerk with the Trustees of the Village Hall following their initial CIL bid. The Parish Council does not have any responsibility for the management of the Village Hall but it is useful to look jointly at the use of the Hall as a community asset in an enlarged Parish.
- We have not yet been successful in arranging a meeting with the Community Development Team/ Community Association/PC. We have received a request to compile a Community Profile for Dummer Parish and an initial draft has been sent to Sarah Elkins for consideration.
- We have been working to update the information held by the Charities Commission on the Trust for Dummer Recreation Ground as although the finances are recorded accurately the names of Trustees and committee members need to be amended. The deeds and associated paperwork have now been officially passed to the current Chair of the Parish Council.

Signed: _____ (Sheila Harden, Chair)

Appendix B

Clerks Report – October 2025

- Lengthsmen have now been and have advised on the broken stiles on the Recreation Ground border – options are being followed up.
- VAT refund for the last 6 months has been submitted.
- As part of my CiLCA studies, I have identified that our equality policy needs updating. This will continue my overall policy review for the council.
- I have started looking at a diversity policy which has been requested and is a document the PC should have in place. I hope to bring to meeting in February 2026.
- I am continuing work on preliminary budget and will be sending that over to councillors in December for discussion/agreement in January's meeting. I am changing some of the cost codes to more accurately reflect the areas of spend and I will be adding a code to track CIL spending accurately (but as separate to the budget as it sits outside the general council budget and expenditure).
- I am revisiting the Action plan – this has had to be left for some time due to time constraints, but I feel the document continues to be of need to councillors and the Clerk, as such this will be issued with draft minutes after each meeting from this month.
- I have started the Newsletter for issue by end of November – any requests/suggestions for inclusion would be welcome.
- Have started the CIL return to be submitted in December for spend to date. I will ensure I bring this to meeting in January for Councillors information.
- I will be attending the Data and Digital training on the 13th November and will report back to the Council once I have assessed the impact (or not) on our online presence.
- I will be attending the Clerk and Officer update on the 25th November 2025 run by HALC.

Signed: _____ (Sheila Harden, Chair)

Appendix C

7 November 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 31/10/2025		
	Cash in Hand 01/04/2025		231,940.64
	ADD Receipts 01/04/2025 - 31/10/2025		294,884.12
	SUBTRACT Payments 01/04/2025 - 31/10/2025		526,824.76
	Cash in Hand 31/10/2025 (per Cash Book)		20,596.12
B			506,228.64
	Cash in hand per Bank Statements		
	Petty Cash 31/10/2025	0.00	
	Current Account 31/10/2025	6,197.53	
	Deposit Account 31/10/2025	196,519.09	
	Development Control Account 31/10/2025	1,494.99	
	CIL Account 31/10/2025	302,017.03	
			506,228.64
	Less unrepresented payments		
			506,228.64
	Plus unrepresented receipts		
	Adjusted Bank Balance		506,228.64
	A = B Checks out OK		

Signed: _____ (Sheila Harden, Chair)

Dummer Parish Council

6 November 2025 (2025-2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
65	Salaries and Allowances	06/10/2025		Current Account	Salary - October 21	Salary	Wendy Reynolds	X	558.90		558.90
66	Salaries and Allowances	06/10/2025		Current Account	PAYE - Month Endi	PAYE	HMRC	X	182.05		182.05
68	Administration	06/10/2025		Current Account	Accounting softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
69	Repairs and Maintenance	06/10/2025		Current Account	Village Maintenanc	Maintenance	James Dodd (trading as Vi	X	575.00		575.00
70	Communications	06/10/2025		Current Account		Clerk's Phone Charges	Vodafone	S	9.95	1.99	11.94
67	Communications	06/10/2025		Current Account	Hosted email accoi	Hosted Email Accounts	Vision ICT	S	120.00	24.00	144.00
71	Communications	06/10/2025		Current Account	Broadband - Villag	Broadband	Sky Business	S	31.04	6.21	37.25
72	Administration	07/10/2025		Current Account	Bank Account Char	Bank Charges	Lloyds Bank	X	4.25		4.25
Total									1,512.19	38.40	1,550.59

Dummer Parish Council

6 November 2025 (2025-2026)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
28	Bank Interest	09/10/2025		CIL Account	Interest	Interest	Lloyds Bank	X	173.66		173.66
29	Bank Interest	09/10/2025		Deposit Account	Interest	Interest	Lloyds Bank	X	16.28		16.28
31	Bank Interest	09/10/2025		Development Contro	Interest	Interest	Lloyds Bank	X	0.74		0.74
30	Other	27/10/2025		Deposit Account	CIL Payment - Oct	CIL Payment	Basingstoke & Deane Boro	X	157,160.23		157,160.23
Total									157,350.91		157,350.91

Signed: _____ (Sheila Harden, Chair)

Date: _____

Appendix D

Dummer Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

10 November 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
78	Salaries and Allowances	06/11/2025		Current Account	PAYE - Month endi	PAYE	HMRC	X	181.85		181.85
79	Salaries and Allowances	06/11/2025		Current Account	Salary - November	Salary	Wendy Reynolds	X	559.10		559.10
75	Administration	06/11/2025		Current Account	Accounting Softwa	Accounting Software	Starboard Systems Ltd (Sci	S	31.00	6.20	37.20
80	Administration	06/11/2025		Current Account	Bank Charges	Bank Charges	Lloyds Bank	X	4.25		4.25
73	Projects	06/11/2025		Current Account	Church Paths - CIL	Church Path Repair	J & G Gibbs	S	4,743.00	948.60	5,691.60
74	Communications	06/11/2025		Current Account	Mobile SIM	Clerk's Phone Charges	Vodafone	S	9.95	1.99	11.94
76	Communications	06/11/2025		Current Account	Broadband	Broadband	Sky Business	S	27.45	5.49	32.94
77	Training	06/11/2025		Current Account	Digital and Data C	HALC - Training	Hampshire Association of L	S	53.50	10.70	64.20
81	Repairs and Maintenance	10/11/2025		Current Account	Village Maintenanc	Maintenance	James Dodd (trading as Vic	X	415.00		415.00
Total									6,025.10	972.98	6,998.08

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

Signed: _____ (Sheila Harden, Chair)

Date: _____