



Chair: Councillor Sheila Harden

Clerk: Wendy Reynolds

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

MINUTES OF THE ORDINARY MEETING

Monday 13th July 2026 at 7:00pm at Hounsme Fields Primary School, Treetops Avenue,
Basingstoke, Hampshire, RG23 7GJ

Parish Councillors Present:

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

Also in attendance:

Wendy Reynolds – Clerk, Cllr Alex Rowley, Cllr Marc Connor and 8 members of the public

260701	Welcome from the Chair
260702	Apologies <u>RECEIVED</u> apologies from Cllr Manuela Gazzard.
260703	Declarations of Interest <u>RECEIVED</u> no declarations of interest relevant to the agenda.
260704	Minutes
260704.01	To approve as a correct record the minutes of the Dummer Parish Council meeting held on 9 th June 2026. <u>APPROVED</u> as a correct record the minutes of the Dummer Parish Council meeting held on 9 th June 2026.
260704.02	To approve as a correct record the minutes of the Dummer Parish Council Extra Ordinary meeting held on 19 th June 2026. <u>APPROVED</u> as a correct record the minutes of the Dummer Parish Council Extraordinary meeting held on 19 th June 2026.
260705	To open the meeting to members of the public There were no comments.

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

- 260706 Reports**
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 Rowley:
- Local Plan – Cllr Rowley advised that Cllr Andy Konieczko and Cllr Paul Harvey will be meeting with SE water.
- RECEIVED** monthly report from the Clerk which can be found at **Appendix B.**
- 260707 Finance**
260707.01 Current Financial Situation
NOTED the current financial situation and the reconciliation of the bank balance. This can be found at **Appendix C.**
- 260707.02 Payment Requests**
To approve requests for payments for July 2026.
APPROVED payments requests for July 2026 can be found at **Appendix D.**
- 260708 Insurance**
AGREED to pay the increased premium of **£56.66** to cover the new equipment installed in the Recreation Ground.
- 260709 Oakdown Farm**
NOTED: Proposals to combine the first two buildings into a single plot. The Parish Council is due to meet with Newlands on 30 July 2026 to discuss the proposals. Newlands anticipate submitting a planning application in approximately September 2026.
- 260710 Defibrillators**
AGREED to pay for a new defibrillator located at The Queen Inn and a new defibrillator and cabinet located at Dummer Village Hall from CIL money at a cost of **£2,132.75(+VAT).**
AGREED to pay for electrician to install.
- 260711 Disaster/Emergency Plan**
260711.01 Policy
No updates.
- 260711.02 Village Hall**
NOTED the Parish Council extended its thanks to the Dummer Village Hall Committee for offering the use of the hall during the hot weather.
- 260712 Remus Budget**
NOTED The budget has now been received following a six-month delay and includes a 20% increase. Remus will be invited to attend the Parish Council meeting in October.

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

- 260713 Recreation Ground**
260713.01 Quarterly Report
NOTED concerns were raised regarding the newly installed equipment. The installation company has confirmed that the equipment meets the required standards. However, due to the recent dry weather and limited grass growth through the matting, it may take some time for the mats to bed in fully.
- 260713.02 Playground Surfacing**
AGREED to get further quotes for resurfacing the junior swingbay.
AGREED to get quotes for missing bird spikes.
- 260714 To discuss items of Parish Maintenance**
NO ITEMS
- 260715 Planning Applications**
260715.01 Ref: 26/O1181/HSE
Location: Plum Tree Cottage Down Street Dummer Hampshire RG25 2AD
Proposal: Erection of a first-floor rear extension.
OBJECTION
- 260716 Date of Next Meeting**
 To confirm the date of the Parish Council Annual Meeting as Monday 14th September 2026.
- 260716 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**
- 260716.01 To consider staffing matters**
AGREED on revised spine point for Clerk following CiLCA qualification.

There being no further business the meeting closed at 20:14pm

Appendix A

Chair's report – June 2026

Following the announcement of eight weeks of roadworks in Down Street, the PC contacted the SSEN Network Distribution Manager. He arranged a village meeting with the PC, contractors, customers, and fete organiser Sir Crispin Davis to discuss three issues: the impact on The Queen Inn, installation of the big rig in the recreation ground, and the fete. Agreement was reached on protecting most events, subsequently endorsed by HCC through amendments to the permits.

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

Remus issued invoices for the January to June period six months after they were due, followed two weeks later by invoices for the second half of the year. This placed an unnecessary financial burden on some residents, and questions were raised about the legality of the approach. However, until the handovers are complete, residents' rights remain unclear. Cllr Mullen is monitoring the situation.

On 29th June, the PC received an email from Cavendish Consulting advising that Newlands is proposing revised plans for the Oakdown Farm Warehouse development. Since then, Cavendish/Newlands has leafleted residents and held an exhibition at the Golf Club. The PC will await formal publication of the revised plans before responding. The consultation period for the proposed changes runs from 6th July 2026 to 20th July 2026, with further information available at www.basingstokegateway.co.uk.

Information has been received from Cllr. Andy Konieczko that due to infrastructure shortcomings precluding further development, the published timetable to consult on the next draft of the Local Plan, followed by submission by the end of 2026, as is required by the Government, cannot be sustained. This means that the Local Plan process will need to start again, under the Government's new system. The outcome of this is that a new Local Plan will not be in place until 2029 at the earliest.

The Parish has endorsed the response submitted by Cllr. Paul Harvey, Leader of the Council, to the scoping request for warehouse space alongside the A30. **SMV Scoping Opinion 26/01049/ENS**. He has identified many of areas that were of concern to the Parish Council. The PC welcomes the response of the DVH Committee and Trustees to the recent heatwaves by advertising the hall's availability between bookings for community use.

The Chair of DPC and the Clerk attended the opening of the new outdoor play areas at HFPS this morning. These facilities, which will be open to group community use outside school hours, were funded through CIL by Dummer Parish Council to support community engagement.

There is a Public Consultation on the proposal to extend for a further period of three years a public spaces protection order to cover Basingstoke and Deane Borough Council's district in relation to dog fouling. The proposed draft PCSO order is available on <https://www.basingstoke.gov.uk/pspo-dog-fouling-proposed-renewal> The consultation runs between 13 July 2026 to 23 August 2026 and comments can be sent by email to community.safety@basingstoke.gov.uk

Appendix B

Clerk's report – June 2026

- **CiLCA** – The Clerk is now CiLCA qualified.
- **Email and Website update** – Work has now begun in the background for our change over. I have provided Hugo Fox with all our current terms and conditions for notice periods etc and they will be getting everything ready so that at no point do we have a duplication of IT support fees. They are already looking at our website and we've discussed a few updates and alterations. I have found that they have been incredibly responsive and helpful in getting

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

things set up. As and when more information about changes become available – and in particular dates for those changes – I will update the Council.

- **Digital AGAR** – I attended a useful webinar on 13th July 2026.
 - The AGAR online portal is being introduced by the Smaller Authorities' Audit Appointments (SAAA) and is available for all PCs to use for the 2026/2027 AGAR submission. At this point, it will not be compulsory, but there will be an incentive to use the system (equivalent to the council's external audit fee) so we will be adopting the system from next year.
 - Select Parish Councils have been trialling the system for this year (78 online applications) and their feedback will be used to update any glitches, or to ensure the interface is user friendly and works as it should.
 - The digital system will be mandatory from 2029.
 - Our Scribe accounting package will be able to support and integrate accounting figures to the system in the future.
 - Unfortunately, due to current law, wet signatures are still required, but I have asked the question about us petitioning to get the law looked at to update (much like the issue of being able to hold PC meetings online).
- **Newsletter** – The Summer newsletter will be sent to to Cllrs for comment next week.
- **Civility and Respect Pledge** – The council have now been signed up for the Civility and Respect Pledge as agreed at our last meeting.
- **Policy** – As identified by our Internal Audit, I will be writing an Internal control policy in August to bring to meeting in September.

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

Appendix C

7 July 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 30/06/2026		
	Cash in Hand 01/04/2026		454,627.59
	ADD Receipts 01/04/2026 - 30/06/2026		57,067.34
	SUBTRACT Payments 01/04/2026 - 30/06/2026		511,694.93
			123,382.80
	Cash in Hand 30/06/2026 (per Cash Book)		388,312.13
B	Cash in hand per Bank Statements		
	Petty Cash 30/06/2026	0.00	
	Current Account 30/06/2026	1,564.72	
	Deposit Account 30/06/2026	35,033.46	
	Development Control Account 30/06/2026	1,500.40	
	CIL Account 30/06/2026	350,213.55	
			388,312.13
	Less unrepresented payments		
			388,312.13
	Plus unrepresented receipts		
	Adjusted Bank Balance		388,312.13
	A = B Checks out OK		

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

Dummer Parish Council

07 July 2026 (2026-2027)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
29	Administration	01/06/2026		Current Account	Accounting Software	Accounting Software	Starboard Systems Ltd (Scr	S	31.00	6.20	37.20
28	Repairs and Maintenance	04/06/2026		Current Account	James Dodd - Mair	Maintenance	James Dodd (trading as Vic	X	430.00		430.00
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
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
40	Salaries and Allowances	04/06/2026		Current Account	Salary - June 2026	Salary	Wendy Reynolds	X	908.31		908.31
36	Audit Commission (Audit Fees)	04/06/2026		Current Account	AGAR - IA	Internal Audit	Do The Numbers Ltd	X	400.00		400.00
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
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
44	Community Infrastructure Levy	19/06/2026	260206	Current Account	Payment of CIL Gr	CIL Grant Payment	Horsosme Fields Primary S	X	95,270.00		95,270.00
Total									111,171.68	2,645.21	113,816.89

Dummer Parish Council

07 July 2026 (2026-2027)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
10	Bank Interest	09/06/2026		Deposit Account		Interest	Lloyds Bank	X	13.91		13.91
12	Bank Interest	09/06/2026		CIL Account		Interest	Lloyds Bank	X	217.84		217.84
11	Bank Interest	30/06/2026		Development Control		Interest	Lloyds Bank	X	0.60		0.60
Total									232.35		232.35

08 July 2026 (2026-2027)

Dummer Parish Council

Net Position by Cost Centre and Code (Between 01/04/2026 and 30/06/2026) - All Cost Centres and Codes

Cost Centre Name

Expenditure		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
2	Salaries and Allowances				8,399.96	2,950.03	5,449.93
3	Clerks Expenses				31.56		31.56
4	Chairpersons Allowance				52.52		52.52
5	Hall Hire					82.50	-82.50
6	Administration				892.48	346.57	545.91
7	Audit Commission (Audit F				840.00	400.00	440.00
8	Insurance				577.50	477.68	99.82
9	Subscriptions				892.48	1,019.20	-126.72
10	Playground Inspection				787.52	187.50	600.02
11	Grants and Donations				551.25		551.25
12	Repairs and Maintenance				6,824.96	2,537.35	4,287.61
13	Communications				645.72	125.95	519.77
14	Section 137 Payment						
15	Training				735.04		735.04
16	Miscellaneous					3,236.99	-3,236.99
17	Projects						
18	Tree Work				52.52		52.52
21	Community Infrastructure I					108,422.00	-108,422.00
22	Bank Charges				55.00	12.75	42.25
					21,338.51	£119,798.52	-98,460.01
Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
1	Precept		21,000.00	14,000.00			-7,000.00
19	Bank Interest		2,099.96	700.72			-1,399.24
20	Other		1,601.25	40,969.58			39,368.33
			24,701.21	£55,670.30			30,969.09
NET TOTAL			24,701.21	£55,670.30	21,338.51	£119,798.52	-67,490.92

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

Dummer Parish Council

08 July 2026 (2026-2027)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 30/06/2026)

Expenditure

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2 Salaries and Allowances				8,399.96	2,950.03	5,449.93	5,449.93 (64%)
3 Clerks Expenses				31.56		31.56	31.56 (100%)
4 Chairpersons Allowance				52.52		52.52	52.52 (100%)
5 Hall Hire					82.50	-82.50	-82.50 (N/A)
6 Administration				892.48	346.57	545.91	545.91 (61%)
7 Audit Commission (Audit Fees)				840.00	400.00	440.00	440.00 (52%)
8 Insurance				577.50	477.68	99.82	99.82 (17%)
9 Subscriptions				892.48	1,019.20	-126.72	-126.72 (-14%)
10 Playground Inspection				787.52	187.50	600.02	600.02 (76%)
11 Grants and Donations				551.25		551.25	551.25 (100%)
12 Repairs and Maintenance				6,824.96	2,537.35	4,287.61	4,287.61 (62%)
13 Communications				645.72	125.95	519.77	519.77 (80%)
14 Section 137 Payment							(N/A)
15 Training				735.04		735.04	735.04 (100%)
16 Miscellaneous					3,236.99	-3,236.99	-3,236.99 (N/A)
17 Projects							(N/A)
18 Tree Work				52.52		52.52	52.52 (100%)
21 Community Infrastructure Levy S					108,422.00	-108,422.00	-108,422.00 (N/A)
22 Bank Charges				55.00	12.75	42.25	42.25 (76%)
SUB TOTAL				21,338.51	119,798.52	-98,460.01	-98,460.01 (-461%)

Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Precept	21,000.00	14,000.00	-7,000.00				-7,000.00 (-33%)
19 Bank Interest	2,099.96	700.72	-1,399.24				-1,399.24 (-66%)
20 Other	1,601.25	40,969.58	39,368.33				39,368.33 (2458%)
SUB TOTAL	24,701.21	55,670.30	30,969.09				30,969.09 (125%)

Summary

NET TOTAL	24,701.21	55,670.30	30,969.09	21,338.51	119,798.52	-98,460.01	-67,490.92
V.A.T.		1,397.04			3,584.28		
GROSS TOTAL		57,067.34			123,382.80		

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

Appendix D

Dummer Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

13 July 2026 (2026-2027)

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
44	Community Infrastructure Levy	19/06/2026	260206	Current Account	Payment of CIL Gr	CIL Grant Payment	Hoursome Fields Primary S	X	95,270.00		95,270.00
45	Communications	12/07/2026		Current Account	Broadband	Broadband	Sky Business	S	35.45	7.09	42.54
47	Hall Hire	13/07/2026		Current Account	Hall Hire for 08/06	Hall Hire	Dummer Village Hall Comm	X	35.00		35.00
49	Administration	13/07/2026		Current Account		Accounting Software	Starboard Systems Ltd (Scr	S	31.00	6.20	37.20
48	Playground Inspection	13/07/2026		Current Account	Playground Inspec	Playground Inspection	MJR Services	X	187.50		187.50
46	Community Infrastructure Levy	13/07/2026	260612	Current Account	CIL Grant Payment	CIL Grant Payment	Dummer Cricket Club	X	3,894.00		3,894.00
51	Salaries and Allowances	13/07/2026		Current Account	PAYE - Month 4 20	PAYE	HMRC	X	73.70		73.70
52	Salaries and Allowances	13/07/2026		Current Account	Salary - July 2026	Salary	Wendy Reynolds	X	908.31		908.31
50	Insurance	13/07/2026		Current Account	Increase in premi	Insurance	Zurich Municipal	S	47.22	9.44	56.66
53	Communications	13/07/2026		Current Account	Clerks Phone - SIP	Clerk's Phone Charges	Vodafone	S	12.62	2.52	15.14
54	Bank Charges	13/07/2026		Current Account	Bank Account Cha	Bank Charges	Lloyds Bank	X	4.25		4.25
Total									100,499.05	25.25	100,524.30

Prepared by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

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