

Lyndhurst Parish Council

Email: clerk@lyndhurstparishcouncil.org.uk

Website: <http://www.lyndhurstparishcouncil.org.uk>

Minutes of the Parish Council meeting held on Tuesday 10th January 2017 at 8.15 pm
Lyndhurst Community Centre

Council members:	Cllr G Bisson	Cllr M Rolle
*Chairman H Klaassen	Cllr A Wiltshire	Cllr S Se-Upara
Vice Chairman Revd. Dr. C Wilkins	Cllr T Dunning	Cllr E Chell
Clerk & RFO Mrs J Coe	Cllr K Kaljura	Cllr A Trend
	District Cllr P Wyeth	
	*= Absent members	

Members of the public in attendance 59

- 1. Apologies for absence:** None
- 2. Declarations of interest in items on the agenda-** Cllr Wyeth, Cllr Dunning & Cllr Bisson declared an interest in item 14 and said they would leave the meeting at that point in time.
- 3. Minutes – Resolved:** That the minutes of the meetings held on 8th November (carried forward from the December meeting) and 10th December 2016 be taken as read and signed as a true record.

4. Clerk's report

The clerk had a meeting with Mike Grant and Cllr Wiltshire regarding the cemetery and thanked Mike for all the work he had done, which is near completion. She also met with Hallum's Funeral Directors and found the information received very beneficial.

She had received a letter regarding telephone box removals from BT and was trying to find out if Lyndhurst Parish had any that could be removed. A discussion confirmed that the matter required no further action.

5. To receive a report by County Councillor for Lyndhurst – No report given due to apologies for absence.

5.1 To receive a report by District Councillor for Lyndhurst - Cllr Wyeth decided not to report to the Council at this time due to the length of the meeting.

6 - Finance - To agree payments in accordance with the budget. The clerk had circulated the payment request prior to the meeting – Payments of £10637.57 were approved for December 2016.

6.1 Bank Reconciliation – The bank reconciliation for December was carried forward due to issues with the bank.

7. Mailing List – The clerk spoke to TLC website provider about a mailing list and

they informed her that there are data protection rules around this and you need an opt out clause. Various communication options were discussed and it was agreed that the Clerk would speak to the Minstead Clerk to see how their system was set up. Cllr Revd. Dr Wilkins mentioned mail chip, which she is looking into and will keep the Council informed of this. **Action Clerk & Cllr Wilkins**

8. Parish Champion – We need to advertise for the Parish Champion prior to our annual meeting. Following discussion, it was decided to advertise in the ‘What’s On’ newsletter and the Parish notice boards and also to distribute nomination forms within the Parish. **Action all**

9. Arthur Phillip Memorial Seat in Public Open Space update – Work started on the bench and it will be finished on time. Invitations have gone out and Dan Snow will be unveiling the bench and plaque. The plaque will be at Brooklands. Cllr Trend request flags and bunting from Cllr Bisson. There was a discussion around the official representative on the day and it was agreed that Cllr Rolle would fulfil this duty, as he had done lots of work on this previously. A report needs to be submitted to the Heritage Lottery Fund by the end of January and Cllr Trend will meet with the Clerk to formalise this. Chairman thanked Cllr Trend and Cllr Rolle for the work they had done. **Action – Cllr Trend Clerk & Cllr Bisson**

10. Wellands Road – Carried forward.

11. Co-Option Vacancy – The Clerk requested an extension on the closing date. This was proposed by Cllr Bisson and seconded by Cllr Chell; all in favour. **Resolved** – That the closing date will be the 28th February and the co-option vacancy re-advertised. **Action Clerk**

12. To receive information from Councillors regarding matters from external meetings: Cllr Bisson said that the next Quadrant meeting is on the 8th February, if anyone would like to attend. The heaters have been installed in the Chapel and Cllr Wiltshire is waiting for the lights to be made.

13. To confirm that the next meeting will be held on the 14th February 2017 at Lyndhurst Community Centre – Resolved