

## MINUTES OF A MEETING OF LYNDHURST PARISH COUNCIL HELD AT LYNDHURST COMMUNITY CENTRE ON TUESDAY 11 APRIL 2017 COMMENCING AT 7.15 PM

Present: Councillors the Revd C Wilkins (Vice Chairman acting as Chairman in the absence of M Rollé), G Bisson, P Burrows, E Chell, T Dunning, F Green, K Kaljura, S Se-Upara, A Trend and A Wiltshire  
County Councillor K Mans (part of the meeting)

Locum Clerk: Mrs M Weston

In attendance: Four members of the public

### 1. **Public Participation**

None.

### 2. **Disclosures of Interest**

None.

### 3. **Apologies for Absence**

Apologies for absence were received from Parish Council Chairman M Rollé and P Wyeth (also in the capacity of District Councillor).

### 4. **Minutes**

The minutes of the Parish Council meeting held on 14 March 2017 were approved as a true and accurate record.

### 5. **Matters Arising**

Councillor Bisson asked that his disappointment be recorded in the minutes that the voting for the two new Councillors at the last meeting had not been conducted in accordance with the Parish Council's Standing Orders. The Clerk explained that due to the way the votes had been cast in the first round it had not been considered that this was a necessity.

### 6. **Committee Meetings**

The minutes of the following Committee meetings held since the date of the last meeting were submitted:

#### *Cemetery Committee Meeting – 24 March 2017*

Councillor Burrows queried the need to increase Cemetery charges in view of the fact that there was a sizeable reserve. The Clerk explained that there were considerable costs that might be incurred in the form of maintenance work both in the Cemetery itself, the wall, the Chapel and the Cemetery road as well as the possibility of providing a reserve for capital expenditure that might eventually be required to purchase land in mitigation in order to extend the Cemetery when the Parish Council had insufficient space for burials. It was also noted that burial income often fluctuated. It was also noted by Councillor Bisson that it was hoped that the Cemetery would eventually become self funded from fees. Councillor Burrows drew the Parish Councils attention to the fact that Southampton City Council no longer made charges for children between the ages of 0 and 18, whereas LPC charged from the age of 13.

Councillor Burrows reported that Sheila Davis, a resident of Bank, had visited St Margaret's Chapel and was interested in the possibility of providing some degree of stained glass for the window behind the altar.

**RESOLVED:**

- (a) That the question of whether to waive charges for children between the ages of 0 and 18 be raised at the next Cemetery Committee meeting.
- (b) That the minutes of the Cemetery Committee meeting held on 24 March be agreed as a true and accurate record.

*Planning Committee Meeting – 28 March 2017*

**RESOLVED:** That the minutes of the Planning Committee held on 28 March be agreed as a true and accurate record.

**7. Locum Clerk's Report**

The Locum Clerk reported that she was now confident that all the necessary information would be in place to provide the Internal Auditor with accounts that will pass an audit. More information will be available next month.

**8. Welland Road Update**

Information from the group had been circulated to all Councillors and it was noted that another meeting had recently been held. The Group were keen to ascertain which authorities they should be contacting regarding some of their more salient problems. The following suggestions were made by Councillors.

Residents only parking enquiry	New Forest District Council
Damaged railings	Hampshire County Council
Residents car park	New Forest District Council

Councillor Bisson reported that the idea for restricted vehicle size and/or weight would not be operable as there was always an exception from an access point of view. It was noted that parking tickets had recently been issued.

**RESOLVED:** That the Wellands Road Committee provide the Parish Council with a list of businesses that offload onto Wellands Road in order that they can be invited to attend a future Parish Council meeting to discuss the ongoing problems. The Chamber of Trade would also be invited to attend.

**9. Green Streets Initiative Update**

Councillor Chell drew Councillors attention to the recent press coverage regarding diesel fumes and said she felt it was important to continue the campaign regarding pollution in Lyndhurst, and in particular, in the High Street.

The Vice Chairman said she had been attending Friends of the Earth meetings and could report that they had also been conducting tests in the High Street which indicated levels of pollution of twice the level reported by NFDC. She felt there was a need for monitors both inside and outside the new Parish Council new office accommodation. There was also a need to communicate with shop owners and share data. It had been shown that there are fifteen minute sharp spikes during the day when pollution levels are high whereas NFDC readings are based on hourly levels.

Councillor Chell said she felt that the High Street should be Stage 1 in the initiative but that there were other opportunities for improvement too.

Discussion took place regarding possible signage that could be utilised to encourage motorists to switch off their engines when idling and waiting for traffic lights to change.

**RESOLVED:**

- (a) Councillor Dunning to liaise, via his wife Juliette, with the school to ask the school children to devise a banner which could be placed on the school railings to encourage motorists to switch off their engines. The banner would be financed by the Parish Council
- (b) Further signage to be requested from HCC at Knightwood Close, in the High Street and in Romsey Road.

**10. County Councillor's Report**

Councillor Mans reported that he shared the Parish Council's concerns regarding pollution and was surprised by NFDC's survey results. He was the HCC Lead Member for children's services and would be happy to lend support as St Michael and All Angels Infant School was very close to the worst points of pollution. Councillor Mans suggested using the lever of the school to keep the matter in the public eye.

Due to the election purdah Councillor Mans reported that there was very little more he could add at this meeting other than to say that due to boundary changes he would no longer be representing Lyndhurst in the future whatever the outcome of the election.

The Vice Chairman thanked Councillor Mans for all the work he had done on the parish's behalf over the years and this was reiterated with a round of applause.

**11. District Councillor's Report**

In the absence of District Councillor Wyeth there was no District Councillor's report.

**12. Arthur Phillip Closing Report**

Councillor Trend reported that the Arthur Phillip Project closing report had now been audited and congratulations had been received from the Heritage Lottery Fund. There was a long list of people who had helped and the project had achieved its objective. It should be noted that the bench seat in the public open space had been largely paid for by Australian donations. Councillor Trend had worked with Jill Colclough, NFDC on providing the bench in the public open space in the car park. The two seats previously occupying space had been reinstated and Councillor Trend felt this detracted from the overall appearance of the Arthur Phillip bench. The two plaques originally planned were not felt to be suitable so there would be a plaque in the pavement. Information had been given to the Clerk on seat maintenance. It was noted that information concerning the bench maintenance had been passed to the Locum Clerk.

Councillor Bisson said that the public open space was a NFDC area and not intended solely for Arthur Phillip. He felt that the two seats were excellent and well used.

**13. Correspondence**

The Locum Clerk reported that since the date of the last meeting all items of correspondence that required the attention of Councillors had been forwarded by email and further action had not been requested by any of the Councillors.

## 14. Accounts

### (a) To consider accounts paid and due for payment since the date of the last meeting

The Locum Clerk presented the accounts as follows:

#### Income received since the date of the last meeting:

Utility Warehouse Refund	65.23		65.23
Cemetery Fees	4305.00	0.00	4305.00
<b>Total</b>	<b>4370.23</b>	<b>0.00</b>	<b>4370.23</b>

#### Cheques requiring endorsement

<i>Cheque no</i>		Net	VAT	Total
2546	Cancelled	0.00	0.00	0.00
2547	S Penfold <i>Photography for brochure</i>	40.00	0.00	40.00
2548	L Kaljura <i>Catering - APM</i>	176.25	0.00	176.25

#### New payments by cheque

<i>Cheque no</i>				
2549	Forestry Commission <i>6 months rent Coles Mead</i>	325.00	0.00	325.00
2550	Mary Corbett <i>HMRC Review</i>	174.65		174.65
2551	Advertiser and Times Ltd <i>Advertising re Chapel Open Day</i>	66.00	13.20	79.20
2552	HALC <i>Training re Previous Clerk</i>	40.00	8.00	48.00
2553	HALC <i>Affiliation fee/NALC Levy</i>	633.00	0.00	633.00
2554	Mr D Benn <i>New Cemetery Maps</i>	201.87	0.00	201.87
2555	L&DCA <i>Room hire (x3) and advertising</i>	105.00	0.00	105.00
2556	C Payne <i>Allotment Water supply</i>	65.00	0.00	65.00
2557	M Weston <i>Clerk's Salary and Expenses</i>	£2,577.94	20.81	2598.75
2558	K Bennett <i>Maintenance</i>	2127.00	0.00	2127.00
2559	A Wiltshire <i>Cemetery materials</i>	57.83	0.00	57.83
2560	Wellington Signs & Designs Ltd <i>Signage for phone box</i>	35.00	7.00	42.00
2561	Wellington Signs & Designs Ltd <i>Signage re dog warning</i>	75.00	15.00	90.00
<b>Total cheques payment</b>		<b>6699.54</b>	<b>64.01</b>	<b>6763.55</b>
Direct debit payment		0.00	0.00	0.00

Total payments	6699.54	64.01	6763.55
----------------	---------	-------	---------

**(b) To receive a financial report and bank reconciliation**

**Financial Summary at date of meeting**

	<b>Opening Balance</b>	<b>129074.59</b>
	New income	4370.23
	<b>Sub-total</b>	<b>133444.82</b>
less	Uncleared cheques	0.00
	<b>Sub-total</b>	<b>133444.82</b>
less	Payments to be made	6763.55
	<b>Closing Balance</b>	<b>126681.27</b>

**(c) To consider items of expenditure required since the date of the last meeting**

None.

**(d) To receive information regarding banking arrangements**

The Locum Clerk reported that all signatories were now in order.

**RESOLVED:** That the Accounts submitted be accepted as a true and correct record in their present format.

**15. Appointment of Representative to Lyndhurst Welfare Charity**

Councillor Bisson indicated, seconded by Councillor Dunning, that he would be interested in becoming the representative on this Charity. The Vice Chairman proposed Councillor Angela Trend and this was seconded by Councillor Burrows. Councillor Trend stated that she would be prepared to undertake the role. A secret ballot took place.

**RESOLVED:** That Councillor Trend become the second Parish Council representative to the Lyndhurst Welfare Charity, Councillor Wyeth being the other representative.

**16. Village of the Year**

Councillor Bisson reiterated that he would organise the reception, etc for the Village of the Year in 2017 as Lyndhurst had won the competition in 2016. Judging would take place in August with the reception in September. At the present time as no-one from the Parish Council was prepared to take on the organisation of an entry this year the Locum Clerk would add a paragraph to the May Clerk's Corner to ascertain whether any other organisation or individual would be willing to organise an entry.

**17. Reports from Representatives of Outside Bodies**

Councillor Trend reported that the traffic situation in Mill Lane and the B17 was getting worse and said she would be contacting Councillor Richard Taylor at Minstead Parish Council as the two Councils had previously worked together regarding alleviation of the problem.

Councillor Dunning reported that the date for the Junior Football Club Fun Day had been moved to 20 May.

He asked that thanks be minuted to Councillor Trend, the Locum Clerk Margaret Weston and the Maintenance Team (Kevin, Harry and Bradley) for their hard work. In return the Locum Clerk voiced thanks to Councillor Wiltshire for his perseverance in obtaining electricity for the Chapel.

A short discussion took place regarding the possibility of reinstating the Chapel bell although no firm conclusion was drawn.

**18. Expressions of Interest in the Position of Chairman for Year Commencing May 2017**

It was noted that as a result of a resolution passed at the July 2016 meeting it was now necessary for Councillors to put their name forward for the position of Chairman and Vice Chairman for the year commencing 1 May. The Vice Chairman read out a message from the Chairman, Councillor Mark Rollé, stating that he was putting his name forward for the position of Chairman at the May meeting. The Vice Chairman, the Revd Dr Caroline Wilkins stated that she wished to stand as Vice Chairman at that meeting.

**19. Dates for Future Committee Meetings**

Amenities Committee	Tuesday 18 April 2017	7.15 pm	Community Centre
Planning Committee	Tuesday 25 April 2017	7.15 pm	Community Centre

**20. Items for Discussion at the Next Meeting**

Items brought forward from the April Agenda.

Any items brought to the Clerk's attention by Monday 1 May 2017

**21. Exclusion of the Public and Press**

**RESOLVED:** That in accordance with Paragraph 1(2) of the Public Bodies (Admission to Meetings Act 1960 the Press and public are excluded from the meeting during consideration of the following item owing to the confidential nature of the business to be transacted. Public interest would not be served in disclosing this information. The exclusion relates to Minute 22 only.

**22. Staffing Matters**

In the absence of any other business the Chairman thanked those present for attending and closed the meeting.

\_\_\_\_\_Chairman

\_\_\_\_\_Date