

MINUTES OF A MEETING OF LYNDHURST PARISH COUNCIL HELD AT LYNDHURST COMMUNITY CENTRE ON TUESDAY 14 MARCH 2017 COMMENCING AT 7.15 PM

Present: Councillors M Rollé (Chairman), the Revd Dr C Wilkins (Vice Chairman), G Bisson, T Dunning, K Kaljura, S Se-Upara, A Trend, A Wiltshire and P Wyeth and joined by new Councillors P Burrows and F Green.

Locum Clerk: Mrs M Weston

In attendance: 3 members of the public

1. Vacancies for two Councillors

Interviews and voting took place in accordance with Section 615 of Local Council Administration (Voting in Council on Casual Vacancies).

RESOLVED: That Dr P Burrows and Mrs Fiona Green are invited to join the Parish Council.

Dr Burrows and Mrs Green accepted the position of Parish Councillor and took their places.

2. Public Participation

Lorraine Brown and Mike Kennard explained that they were attending the meeting to present an update and gain further information on where they could take their concerns regarding the current situation experienced by residents of Wellands Road. It was noted that this subject was also an Agenda item. Subsequent to attending previous Parish Council meetings a group consisting of residents had met twice and would be meeting again on 28 March. It was suggested that a member of the Parish Council would be welcome to attend. Serious concerns had been highlighted relating to health and safety, car parking, early and increased trade deliveries and it was perceived that vehicles were travelling too fast. Residents felt that they were living in a residential road and not a service road for the High Street. However they are supportive of High Street neighbours but felt it should not be at the expense of their safety or having to worry if they can park near to their homes. Several suggestions were presented including a residents' only parking scheme for the entire road, extension of the current residents' car park, deliveries to Budgens transferring to offloading on the High Street, better Policing, later refuse collections and remedial action to the car park railings. Advice was being sought by residents as to how best to proceed in order to achieve success with the above problems.

It was noted that two No Parking signs had been removed from the roadside and concern was expressed that this might mean that yellow lines would be imminent.

RESOLVED: That this subject be made an Agenda item for the April meeting.

3. Disclosures of Interest

None.

4. Apologies for Absence

Apologies for absence were received from Councillor Dr E Chell and County Councillor K Mans.

5. Minutes

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

6. Matters Arising

Councillor Bisson asked if anyone would be prepared to organise the Village of the Year entry for 2017.

RESOLVED: That further consideration is given to this matter at the April meeting.

Councillor Bisson reported that, following drainage work, the unsuitable ground material had been removed in Gosport Lane and replaced with topsoil. However, there were still a number of items such as chestnut palings and other rubbish on site.

RESOLVED: That the Clerk ask the Lengthsman to remove these items from site when he returned from his training course next week.

Mr Bisson reported that the future tenancy of the hut in the car park would be discussed at NFDC Executive Management Team meeting.

RESOLVED: To add this matter to the Agenda for the April meeting.

Mr Bisson asked if the dog fouling signs had been ordered and the Clerk reported that this had taken place and the order was expected shortly.

7. Committee Meeting

The minutes of the following Committee meeting held since the date of the last meeting was submitted and approved:

Planning Committee Meeting – 24 February 2017.

8. County Councillor's Report

None.

RESOLVED: That as Councillor Mans would no longer be representing the Parish Council after the May elections due to boundary changes, a letter of thanks would be sent to him.

9. District Councillor's Report

Councillor Wyeth explained that as the Annual Parish Meeting would follow in one week's time she would prefer to give a more lengthy report at that time.

10. Locum Clerk's Report

The Clerk reported that, as an emergency measure, due to the fact that she had been unable to reach resolution with HMRC regarding possible outstanding income tax and National Insurance payments she had approached Mary Corbett and had engaged her to rationalise the problems and to continue with HMRC payments on a regular basis.

RESOLVED: That the Clerk's action is recognised as necessary in the circumstances and that Mary Corbett would be employed as Parish Council agent with regard to HMRC.

The Clerk reported that she would be shortly starting work to update the new transparency regulations onto the Parish Council website. She assured Councillors that all changes would be brought to the attention of the Parish Council for consideration and eventual ratification after which time they could be placed on the website.

An Allotment inspection with the Allotment Committee Chairman would take place shortly and all outstanding fees could then be sought.

11. Welland Road Update

It was agreed that this matter had been fully aired during Agenda Item No 1 – Public Participation. However following on from Agenda Item No 1 Public Participation both the Clerk and Mrs Wyeth would follow up on the damaged railings in the car parks.

12. Green Streets Initiative

Councillor the Revd Dr Wilkins said she would be displaying posters at the Annual Parish Meeting in connection with this Agenda Item. Discussion took place and it was decided that agreement was definitely needed to ascertain what measures could be taken that would fit into the High Street scene.

RESOLVED: That the Revd Dr Wilkins talk to the shopkeepers to gain their views on this matter.

13. Parish Champion Update

The various nominations were outlined by Councillor Bisson and the Clerk and discussion took place on the possibility of making more than one award.

RESOLVED: That the award be made to the individual gaining the highest number of votes from Councillors. The result would not be made public until awarded at the April meeting.

14. Arthur Phillip Closing Report

Mrs Trend reported that she was not yet in a position to give a closing report as the accounts had not been signed off by the Heritage Lottery Fund. This was mainly due to the fact that the project had been allocated for a full audit. Mrs Trend said she would like to see the Historical Map used in the In and Around Historical Lyndhurst guide displayed in the public open space by way of a noticeboard in the same way as the Parish Walk noticeboard.

15. 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.

16. 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:

| | Net | VAT | Total |
|--------------------------|----------------|-------------|----------------|
| Jane Coe - HMRC payments | 344.24 | | 344.24 |
| Lok'nStore refund | 186.49 | | 186.49 |
| Cemetery Fees | 1640.00 | 0.00 | 1640.00 |
| Total | 2170.73 | 0.00 | 2170.73 |

Cheques requiring endorsement*Cheque no*

2655

| | | | |
|---|--------|------|--------|
| K Bennett - Recreation Ground Maintenance | 169.00 | 0.00 | 169.00 |
|---|--------|------|--------|

New payments by cheque*Cheque no*

| | | | | |
|------|-----------------------------|--------|--|--------|
| 2656 | New Forest District Council | 366.00 | | 366.00 |
|------|-----------------------------|--------|--|--------|

CCTV part payment

| | | | | |
|------|------------|--------|--|--------|
| 2657 | TLC Online | 200.00 | | 200.00 |
|------|------------|--------|--|--------|

Website maintenance (Sept-Feb)

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|------|-------|-------|--|-------|
| 2658 | L&DCA | 47.00 | | 47.00 |
|------|-------|-------|--|-------|

Room hire PC mtg and Planning

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|----|--|--|--|--|
| al | | | | |
|----|--|--|--|--|

| | | | | |
|------|----------|----------|--|----------|
| 2659 | M Weston | 2,344.74 | | 2,344.74 |
|------|----------|----------|--|----------|

*Locum Clerk/RFO**Salary/Expenses*

| | | | | |
|------|-----------|----------|--|----------|
| 2660 | K Bennett | 2,163.50 | | 2,163.50 |
|------|-----------|----------|--|----------|

Cem/Rec/Lengthsman/Records

| | | | | |
|------|---------|-------|--|-------|
| 2541 | M Rollé | 15.00 | | 15.00 |
|------|---------|-------|--|-------|

*Re presentation to former**Clerk/RFO*

| | | | | |
|------|-------------------|--------|--|--------|
| 2542 | Greens Electrical | 825.00 | | 825.00 |
|------|-------------------|--------|--|--------|

Chapel electrical installation

| | | | | |
|------|-------|-------|--|-------|
| 2543 | L&DCA | 32.00 | | 32.00 |
|------|-------|-------|--|-------|

Vacancy & Parish Champion ad

| | | | | |
|------|----------------|-------|-------|-------|
| 2544 | Southern Water | 52.61 | 10.52 | 63.13 |
|------|----------------|-------|-------|-------|

Allotment Water Supply

| | | | | |
|------------------------------|--|----------------|--------------|----------------|
| Total cheques payment | | 6214.85 | 10.52 | 6225.37 |
|------------------------------|--|----------------|--------------|----------------|

| | | | | |
|----------------------|--|--------|--|--------|
| Direct debit payment | | 259.07 | | 259.07 |
|----------------------|--|--------|--|--------|

| | | | | |
|--|--|----------------|--------------|----------------|
| Total payments between meetings | | 6473.92 | 10.52 | 6484.44 |
|--|--|----------------|--------------|----------------|

(b) To receive a financial report and bank reconciliation**Financial Summary at date of meeting**

| | |
|------------------------|------------------|
| Opening Balance | 132058.98 |
|------------------------|------------------|

| | |
|------------|---------|
| New income | 2170.73 |
|------------|---------|

| | |
|------------------|------------------|
| Sub-total | 134229.71 |
|------------------|------------------|

| | |
|------------------------|---------|
| less Uncleared cheques | 1233.18 |
|------------------------|---------|

| | |
|------------------|------------------|
| Sub-total | 132996.53 |
|------------------|------------------|

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|--------------------------|---------|
| less Payments to be made | 6484.44 |
|--------------------------|---------|

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|------------------------|------------------|
| Closing Balance | 126512.09 |
|------------------------|------------------|

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

This item was held in abeyance until the April meeting.

(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.

17. Parish Council Insurance Policy Renewal

The Chairman reported that he and the Clerk had met with a representative of Came and Co, who were the Parish Council's present insurers and had undertaken a full analysis of the Parish Council's insurance requirements. This would provide better cover than at present and there would be a reduction in fees of over £700.

RESOLVED: That the quotation through Came and Co with Hiscox be accepted and that an agreement for three years be entered into which would result in a reduction of a further 5% in fees.

18. Parish Office Update

The Chairman reported that he and the Locum Clerk had visited the new office to view progress and felt it was unlikely that it would be ready for use until towards the end of April. To compensate for any inconvenience the owners had volunteered that the first month would be rent free.

19. Future of the Lyndhurst Park Hotel

Councillor the Revd Dr Wilkins reported that she felt it was important to gain local listing for the building. Councillor Wyeth stated that she felt this was a golden opportunity to gain some affordable housing for the village. Councillor Wyeth said she would have to declare an interest and would not vote. A vote took place to decide whether the Parish Council wanted to apply for local listing. Councillors Rollé, Revd Dr Wilkins, Kaljura, Wiltshire, Burrows, Green, Trend and Dunning voted to apply for local listing.

RESOLVED: That an application for local listing would be drafted to Steve Avery by the Vice Chairman and the matter would be further discussed at the Annual Parish Meeting.

20. Annual Parish Meeting Update

Discussion took place centred on the format and it was decided that those attending would be asked questions such as What do you want done, What do you like and with emphasis on the Area Plan.

21. Cemetery Update

(a) Open Day and Marketing the Chapel

RESOLVED: That the Open Day take place on 8 April from 11.00 am to 3.00 pm. Councillor Trend will provide historical information for the display boards.

(b) Cemetery fees

RESOLVED: To discuss this matter at the next Cemetery Committee meeting.

(c) Possible extension/CCTV

Councillor Wiltshire outlined plans for a larger shed that would be necessary to adhere to COSHH regulations and storage of equipment. It was indicated by Councillor Wyeth that, as a Parish Council, it might not be necessary to obtain planning permission.

RESOLVED: That Councillor Wiltshire contact NFNPA and make the necessary enquiries and that the matter of the shed and possible CCTV be discussed at the next Cemetery Committee meeting.

22. Website

Councillor Bisson reported that some dates of entries on the website were very out of date and this did not give a good impression.

RESOLVED: That the Clerk discuss the matter with TLC Online as website providers.

23. Picnic on the Pitch/Paws on the Pitch

Councillor Bisson asked for the status of the Picnic on the Pitch/Paws on the Pitch event as it had been mentioned in Clerk's Corner. The Chairman and Clerk explained that this was a village event that had some Councillors on the Committee but that there were many other local groups involved and it was privately funded. It would be held on the senior football pitch as this was a larger venue.

Councillor Dunning said it was proving difficult to change the date of the Junior Football Club Fun day so the two events did not clash. However, it was agreed that it was important that the date be changed as two events with access from the same road was not advisable.

24. Request for Signage – A35 near Hartwood House

Mr Bisson reported that he had received an enquiry from the Manager at Hartwood House to see if it might be possible to have signage on the A35 near Hartwood House warning of the possibility of elderly people crossing the road.

RESOLVED: That the Clerk write to HCC to ascertain if suitable signage could be provided or if there was an alternative.

25. Reports from Representatives of Outside Bodies

Councillor Wyeth, in her capacity as District Councillor reported that she would be splitting her grant for the coming year as follows: £300 for the Cemetery lighting and £300 for the Village Decorations Committee.

Councillor Bisson reported on a recent HALC meeting when information had been given on the Smaller Authorities Audit appointment, the fact that HALC was 70 years old and would be providing a calendar.

The Chairman reported on the sudden death of Councillor Sally Arnold, a Councillor at Ashurst and Colbury and member of the NFNPA.

RESOLVED: That a card be sent by the Clerk on behalf of the Parish Council.

26. Dates for Future Committee Meetings

Cemetery Committee Friday 24 March 2017 4.00 pm Cemetery Chapel

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|---------------------|-----------------------|---------|------------------|
| Planning Committee | Tuesday 28 March 2017 | 7.15pm | Community Centre |
| Amenities Committee | Tuesday 18 April 2017 | 7.15 pm | Community Centre |

27. Items for Discussion at the Next Meeting

Items brought forward from the March Agenda.

Any items brought to the Clerk's attention by Monday 3 April 2017

Village of the Year

Hut in the Car Park

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

_____Chairman

_____Date