

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

Present: Councillors M Rollé (Chairman), the Revd Dr C Wilkins (Vice Chairman), G Bisson, T Dunning, K Kaljura, A Wiltshire and P Wyeth (part of the meeting).
Locum Clerk: Mrs M Weston
In attendance: 7 members of the public
Carolyn Griffiths – Press
County Councillor K Mans (part of the meeting)

1. Public Participation

None.

2. Disclosures of Interest

None.

3. Apologies for Absence

Apologies for absence were received from Councillors Dr E Chell, S Se-Upara and A Trend.

4. Minutes of Extra Ordinary Planning Committee Meeting

The minutes of the Extra Ordinary Planning Committee Meeting held on 10 January 2017 were approved as a true and accurate record.

5. Matters Arising

None.

6. Minutes of Parish Council Meeting

The minutes of the Parish Council meeting held on 10 January 2017 were approved as a true and accurate record.

7. Matters Arising

None.

8. Minutes of Extra Ordinary Meeting

The minutes of the Parish Council meeting held on 24 January 2017 were approved as a true and accurate record.

9. Matters Arising

None.

10. Committee Meeting

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

Planning Committee Meeting – 24 January 2017.

11. District Councillor's Report

Councillor Wyeth, in her capacity as District Councillor, gave her report. Councillor Wyeth said she felt it was important to look at NFNPA policies in order to secure affordable housing to rent. With regard to lighting in the car park it was hoped that one, and possibly two lights, would be installed by next winter. NFDC would be placing the two seats, previously situated where the Arthur Phillip memorial bench now sits, back into the public open space. One would go into the semi-circle area and the other one near the litter bin. With regard to Wellands Road parking there was opposition to making the car park residents' only parking. Councillor Wyeth outlined progress made towards obtaining office space for the Parish Council and storage space for the Village Decorations Committee in the hut in Lyndhurst car park. Surprise was expressed by several Councillors that negotiations had progressed so far and it was noted that this was also an Agenda item and would be further discussed at that point with all options outlined. Councillor Wyeth asked whether a letter of thanks had been sent to the ex-Chairman since her resignation and it would seem that this had not been done. Councillor Wyeth asked that no Parish Council decisions be made by email but all decisions be taken to full Parish Council meetings. After finishing her report Councillor Wyeth left the meeting.

12. Locum Clerk's Report

A brief discussion took place regarding the Locum Clerk/RFO's report following return to the post which she had left at the end of August 2016. It was agreed that the report contained a fair assessment of the current situation and the way forward. It was agreed that in general the securing of an office was of paramount importance in order to ensure a continuity of the role in future. The Chairman stated that he felt there was a need for a vision for the future including staffing and succession, continuity and cohesion in general.

During this Agenda item County Councillor Mans joined the meeting.

13. County Councillor's Report

Councillor Mans reported that Council tax would be rising by 5%, with 2% being allocated to local services, partly due to the requirement to pay a living wage in the care industry and increased calls on adult social care. There was an additional funding formula for schools of £4.5M. There would be a pre-school forum and small primary schools would benefit by £125,000 each. Councillor Mans stated that he was hopeful for more local discussion which could be used to provide better education.

Councillor Dunning reported that Lyndhurst Pre-School had been told they would have to give 30 hours to each child which would make a big difference.

14. 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.

15. Accounts

The Locum Clerk submitted accounts that had become due for payment since the date of the last meeting together with a bank reconciliation for the same period

Cheques requiring endorsement

<i>Cheque no</i>	Net	VAT	Total
None	0.00	0.00	0.00

Income received since last meeting to current account

Cemetery Fees	385.00	0.00	385.00
Knight (Riparian Responsibilities)	31.00		31.00
LPCC (Re Arthur Phillip)	60.00	0.00	60.00
Total	476.00	0.00	476.00

New payments by cheque

<i>Cheque no</i>				
2637	Fireguard Services <i>(Service of fire extinguishers in Chapel)</i>	54.20	10.84	65.04
2638	Scorpion Metalcraft <i>(Chandeliers for Chapel)</i>	456.16	0.00	456.16
2639	Lightatouch <i>(Internal Audit April - August 2016)</i>	247.92	0.00	247.92
2640	Came & Co <i>(Additional Insurance)</i>	25.00	0.00	25.00
2641	Chris Balcombe <i>(Arthur Phillip seat unveiling)</i>	200.00	0.00	200.00
2642	Ken White Signs <i>(Arthur Phillip seat & plaque)</i>	1,248.00	249.00	1,497.00
2643	Court House Catering <i>(Arthur Phillip Event catering)</i>	291.00	58.20	349.20
2644	New Forest Centre <i>(Arthur Phillip Event catering)</i>	45.98		45.98
2645	Mr Paul Trend <i>(Expenses re Arthur Phillip Project)</i>	243.77		243.77
2646	Scandor Landscape Contractors Ltd <i>(Arthur Phillip Bench Installation)</i>	3,429.41	685.88	4,115.29
2647	Mrs Jane Coe <i>(Clerk's Salary and Expenses)</i>	1,494.96		1,494.96
2648	Mrs Margaret Weston <i>(Clerk's Salary and Expenses)</i>	1,632.94		1,632.94
2649	Lyndhurst & Dist Community Assoc <i>(Room hire, Advert, Affiliation fee)</i>	175.00		175.00
2650	Mr Kevin Bennett <i>Cemetery Maint/LokNStore visits</i>	1,683.00		1,683.00
2651	SLCC <i>Clerk's membership</i>	167.00		157.00
2652	Dale Valley Training <i>Training course Kevin Bennett</i>	260.00	52.00	312.00
2653	LoknStore <i>Storage for records</i>	182.00		182.00
2654	NFDC	432.00	86.40	518.40

Grasscutting - Great Mead

	12268.34	1142.32	13400.66
Direct debit payment	259.07		259.07
Total payments between meetings	12527.41	1142.32	13659.73

Financial Summary at date of meeting

	Opening Balance	142711.86
	New income	476.00
	Sub-total	143187.86
less	Uncleared cheques	0.00
	Sub-total	143187.86
less	Payments to be made	13659.73
	Closing Balance	129528.13

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

Councillor Wiltshire asked that the following two items be minuted:

It was noted that an amount of £320.00 had been authorised for Dale Valley Training to cover the cost of a spraying course for the Parish Council maintenance contractor/lengthsman Kevin Bennett as it was necessary for him to hold certification in order to undertake weedkilling operations in public places.

It was noted that an amount of £456.16 had been authorised for Scorpion Metalcraft in respect of chandeliers for the Cemetery Chapel.

16. Banking Arrangements

The Locum Clerk reported that authorisation of the new signatories as well as deletion of some past signatories was still awaited from Lloyds Bank. It was noted that there were still the required three signatories for cheque signing purposes. The Locum Clerk said she would continue to pursue this matter.

17. Lyndhurst Park Hotel

Councillor the Revd Dr Wilkins reported that National Listing had been refused for the building but she would continue to pursue Local Listing with NFNPA. Councillor Bisson stated that the Heritage Officer had said the building did not warrant National Listing. PegasusLife have now been given the opportunity by the Planning Officer to withdraw their application. It was noted that there had been a great deal of quality local objections to the application although Councillor Bisson said that NFNPA had stated that some of these were a box ticking exercise. Councillor Dunning stated that care must now be taken that the focus to meet housing needs does not now shift to other parts of the village. Concern was expressed that security at the site may have been removed. Councillor Wilkins expressed thanks to County Councillor Mans for his assistance. Thanks were also given to Chief Planning Officer Clare Ings at NFNPA. It was now likely that the application would be refused. Councillor Mans suggested that, once the application had been refused, the Parish Council should write to Steve Avery at NFNPA to engage positively regarding the future of the site. A resident asked if it might be possible to involve local residents in future

talks with NFNPA. Councillor Dunning suggested that the Parish Council formulate its own planning application regarding the site.

RESOLVED: To write to Clare Ings to express the Parish Council's thanks and to reiterate objections to the proposals. It would also be suggested that the Parish Council engage with NFNPA regarding the future of the site and the possibility of submitting a planning application.

18. Village of the Year

Councillor Bisson reported that as the Parish Council had won the Village of the Year competition in 2016 they would be hosting the 2017 final. A room had been booked at the Community Centre, plus the kitchen and catering had been organised. The event would include meeting at the New Forest Centre for a welcome drink, a minibus tour of the village using the facilities of Community 1st New Forest, followed by a buffet, etc at the Community Centre. Signage indicating the winning categories had been organised by Councillor Bisson and would shortly be erected.

County Councillor Mans left the meeting.

19. Gosport Lane Drainage

Councillor Bisson drew Councillors attention to the ongoing drainage problems in Gosport Lane. Hampshire County Council had pruned back the trees, excavated and used large stones to back fill. However this was not a suitable surface.

RESOLVED: That the Clerk contact HCC to ask that a more suitable surface be used in this area.

20. Parish Office

The Chairman gave a Powerpoint presentation showing the past, present and the proposed future with regard to office and current/archived storage. He explained that possible premises would shortly be available at 13 High Street which would provide suitable accommodation both now and in the future. The premises were likely to cost in the region of £9,800 per annum.

Councillor Bisson outlined the negotiations that had been taking place with NFDC with regard to a lease for the hut in Lyndhurst car park for possible joint use by the Parish Council as office accommodation and the Village Decorations Committee as a storage facility. He stated that the alternative outlined above, ie 13 High Street, would be more suitable as a Parish Council office. Discussion took place regarding whether the hut would be suitable for use by a lone worker and for storage of archived records.

RESOLVED: That the lease for premises at 13 High Street be pursued, legal fees be authorised for a four year lease with a two year break and that the sum of £1,500 be set aside to furnish the accommodation. Advice would be sought regarding the necessity of planning permission for a change of use.

RESOLVED: That Councillor Bisson contact the Estates Office at NFDC with a view to obtaining the lease for the hut for the sole use of the Village Decorations Committee.

The Locum Clerk reported that an opportunity had arisen whereby the Parish Council records could be stored securely in the Community Centre for a period of two months and in that time more permanent accommodation could be sought.

RESOLVED: That the offer of secure storage at a cost of £100 per month be accepted.

21. Cemetery Update

Councillor Wiltshire, as Cemetery Committee Chairman, reported that the bespoke lighting was now finished and installation in the Chapel would take place on 10 March. There would be an open day to showcase the newly installed electricity supply, heating and lighting in the Spring, possibly April when the bluebells were blooming, and this would be advertised shortly. Councillor Trend had agreed to facilitate a history exhibition and Councillor Wiltshire hoped that Paul Boyes, who had taken an active part in showing people the interesting and famous people buried in the Cemetery previously, would come along.

22. Annual Parish Meeting

The Chairman asked if Councillors thought it would be appropriate to change the format of the Annual Parish Meeting as it had been very badly attended for a number of years, and in particular the previous year. Discussion took place and the following resolution was passed.

RESOLVED: That the format be changed so that the Chairman gave an overview of the Parish Council activities in the previous year and plans for the coming year. This would be highlighted with display boards situated around the room where Committee Chairman and Councillors who had headed a particular project could display these activities and achievements. Refreshments would be served before the event took place.

23. Lengthsman Scheme

The Locum Clerk reported that there was still some considerable finance remaining in the Lengthsman Scheme budget for the current financial year (ending 31 March 2017). She asked if some of it could be spent on clearing the footpath along the A35 between Swan Green and Bank. Councillor Bisson also drew attention to the condition of the footpaths at Gosport Lane and Chapel Lane.

RESOLVED: That the Lengthsman clear the footpath on the A35 first and then see if there were sufficient funds available for either or both the other footpaths to be cleared. Depending on the outcome these footpaths could also receive remedial action.

24. Reports from Representatives of Outside Bodies

Councillor Wilkins reported that she had attended a Friends of the Earth meeting when the testing of air quality had been discussed. A smogmobile and traffic light timers had been mentioned as assisting in alleviating the problem.

RESOLVED: That the Locum Clerk ask County Councillor Mans if HCC had use of a smogmobile and whether one could be hired for a day.

Councillor Dunning drew attention to the Junior Football Club who would like to visit Le Chevroliere in 2018 and also the need for better club facilities.

25. Dates for Future Committee Meetings

Planning Committee – Tuesday 28 February 2017

26. Items for Discussion at the Next Meeting

Any items brought forward from the February Agenda
Signage for Great Mead regarding dog fouling.
Co-option of two Councillors
Parish Champion
Marketing the Chapel
Cemetery and Allotment charges
Green Streets Initiative
Wellands Road
Arthur Phillip

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

_____ Chairman

_____ Date