

Minutes of the Meeting of Ashurst and Colbury Parish Council, Tuesday, 17th January at 7.30pm
Held at The Church Rooms, Deerleap Lane, Colbury.

Present: Cllr Caroline Hubbard (Chairman) (CH), Cllr Clive White (Vice Chairman) (CW), Cllr Sally Arnold (SA), Cllr Ann Sturgess (AS), Cllr Mike Thomas (MT).

Clerk; Helen Klaassen (HK)

Hampshire County Council; Cllr Keith Mans (from 8.10pm)

New Forest District Council; Cllr Derek Tipp

Members of the Public; 14

The Chairman welcomed those attending and opened the meeting.

Action

621/FC Public Participation.
None.

622/FC Apologies for Absence.
Cllr Emma Lacey, Cllr Les Puttock.

623/FC Disclosure Of Interest In An Agenda Item.
Cllrs White and Thomas declared an interest in Agenda Item 635/FC Allotments.

624/FC Approval of Minutes of Full Council Meeting held on 20th December 2016.
Thanks were given to Locum Clerk, Lorraine Wheeler, who had stood in for the Clerk, Helen Klaassen, while she was away.

Discussion took place following Cllr Thomas stating that he felt that the December minutes lacked the detail to accurately reflect the statement Mr Craig had made during Public Participation that month.

It was noted that Public Participation was not a platform for members of the public to make statements, only ask questions and that the minutes should be a factual representation of the meeting and were not required to be a verbatim report of speeches made by anyone, Councillor or member of the public.

Resolved: That the December minutes be accepted as a true and accurate record of the meeting; Cllr Arnold proposed, Cllr Sturgess seconded. Cllr Thomas voted against, all other councillors (4) voted for the proposal.

625/FC Matters Arising Not on the Agenda.

Following the revision of the format of the minutes to include an 'Action' column, the chairman asked each councillor to report on any action they had taken.

Cllr White reported that he had followed up all his actions.

The Clerk reported that;

1. She had yet to report the broken gate (604/FC), but would do so after taking some photographs.
2. She would be taking action on the Christmas lights (609/FC, 2.) and was investigating the viability of paying a company to install and test and remove each year, rather than having to arrange several people which made it inefficient.
3. Clarified that the No. 1 footpath was the only one needing attention in the priority cutting list from Hampshire Countryside Access Team (609/FC, 5.), and that she would pass this on the HCAT.
4. That communication had been had with the school (612/FC, 4.) and a reply received.

Cllr Arnold pointed a discrepancy with the Calendar of Meetings, in that it showed two separate meetings for the APM and AGM, when usual practice was to hold them on the same evening as

the Parish Council Meeting.

The Clerk concurred and said that she would adjust the Calendar.

HK

It was noted at this point that Cllr Thomas was recording the meeting for his own personal use.

626/FC Accounts and Clerk's Report.

1. To consider accounts paid and payable since the last meeting
The Clerk presented a list of cheques to be paid ([appendix 1](#)). Cllr Arnold pointed out that there were some cheques not listed on either this list or the list contained within the December minutes. The Clerk concurred and read out the missing cheques. They were;
2146 - £36.19 – Refreshments for 13/12 and 20/12 – Cllr Hubbard.
2147 - £19.85 – Refreshments for 13/12 and 20/12 – Mrs S Hutchin
2148 - £94.73 – Refreshments for 13/12 and 20/12 – Cllr Arnold

The Clerk went on to say that she had not been able to catch up with the bank statements to provide a list of payments, but that she would do so for February's meeting.

HK

2. Clerk's Report

The Clerk reported that since she had only been back a week, that most of that time had been spent catching up on emails and matters ongoing during her absence.
The Clerk also reported that, in agreement with the Chair and Vice Chair, she would be trialling a more structured approach to her working hours. Currently she did 3 hours a day, but felt that too much time was wasted in arriving and setting up for work each day and the same on leaving. Rearranging her hours to 5 hour blocks on Monday, Tuesday and Wednesday in the office, with extra hours being worked from home on Thursday if required, and having Friday as a day off, would allow her to be more productive and more regularly available to councillors and public.

Cllr Sturgess then welcomed the clerk back, saying how lovely it was to see her again and that she had been missed.

627/FC Police / Neighbourhood Watch Report.

None.

Cllr White noted that there would be an article in the magazine regarding 'Hampshire Alerts', the system whereby members of the public could get, via email, information regarding crime, scams, police surgeries, and other relevant information.

CW

628/FC To Consider the reduction of speed limits around the School and Estate, or alternative solutions. Cllr Mike Thomas.

Cllr Thomas stated that for this item he would like an update as to whether there had been any movement with this matter.

The Clerk reported that, as far as she knew, the situation remained the same as explained by Mandy Ware's email of September.

The matter was discussed and various options mooted, including more signs, a survey in the magazine to gauge local interest in the matter and the possibility of Speedwatch on Whartons Lane, none of which were decided practicable to carry forward.

Cllr Mans advised speaking with other parishes that had 20mph limits.

The suggestion was made to raise the issue at the next meeting of the New Forest Consultative Panel.

Resolved; That Cllr Thomas raise the issue at the next NF Consultative Panel Meeting.

MT

629/FC Correspondence.

1. Invitation by Arthur Jeffery to celebrate 170th Anniversary of the Railway Station 1st May 2017

It was agreed to place this on the agenda for next month. It was noted it was due to held on bank holiday Monday.

HK

Signed: _____
Date _____

2. Hampshire Countryside Access Team, Priority Cutting List.

That the No. 1 footpath be added to the list.

HK

3. Any other correspondence arriving after the publication of this agenda.

The Clerk handed out a letter received from the Foxhills Schools in response to a letter sent by the council with a request to answer some questions that had been raised ([appendix 2](#)).

Cllr Hubbard read through the letter as Councillors had not had a chance to look at it. She reminded Councillors that the Parish Council had no authority when it came to traffic issues outside the school, but that the PC should continue to assist the school with the difficulties if required.

Discussion took place on the letter's contents and whether or not it should be re-considered at the next meeting, especially taking into account Cllr Lacey's absence.

Resolved; That any questions arising from the letter be sent to the Clerk / Chairman and that the matter be brought back to FC if any questions were received.

All

630/FC County Councillor's Report.

Cllr Mans reported that a decision over council tax would be taken in the next few days, but that there was a likelihood of an increase due the financial pressure of those elderly and young people (up to age 18) who were in care, which included young, unaccompanied asylum seekers (up to age 18).

Winter resilience was going well. Salt was in good supply and there had been no flooding.

HCC wanted to increase the amount spent on winter resilience and had been using reserves to meet the shortfall in government funding, including areas that they cover at their own risk.

There would be new funding for schools; some rural schools were not as well funded as others and required support.

Cllr Mans would be going to see government ministers regarding this matter soon.

Cllr Mans also made his feelings known regarding his disappointment over the proposed development in Foxhills in 2014. He supported the Parish Council's stance for permission and he had made his views known to Steve Avery (Planning Director, New Forest National Park), of his disappointment that the NPA refused the development.

Cllr Mans asked if there were any questions.

Cllr White asked how the fibre broadband was progressing.

Cllr Mans replied that it was, but slowly and that he believed BT had not given the county council a good deal.

He noted that the stand off with Verderers regarding the land required to site the green junction boxes and the re-siting of such had cost £250,000.

He did know that if you were within 1km of a green box you could get fibre broadband, but it was dependent on how and where your phone line was connected.

More money had been generated for the project, which was more problematic in rural areas where people tend to work from home.

Cllr Mans suggested that, as it was indirectly paid for by taxpayers, the Parish Council should request that a BT Openreach representative come and speak to them to provide a proper update and answer local questions.

The clerk agreed to contact BT Openreach to facilitate this request and copy Cllr Mans in.

HK

631/FC District Councillor's Report.

Cllr Tipp reported that NFDC had a reduction in their government grant for 2017-18 of £1.6million, which represented a drop of 19% in one year. The Leader of NFDC has written to the government asking them to look at this as it was despite the district council signing up to a four year funding agreement.

It was likely that there would be a small rise in council tax.

Signed: _____

Date _____

Cllr Thomas asked which services would be cut, to which Cllr Tipp replied that it was a bit soon to say.

632/FC Forthcoming Election of New Councillors.

Cllr Hubbard reminded those present that the election was due to take place on 19th January 2017 and that everyone should make the effort to vote.

633/FC Minutes of Other Committee Meetings.

Cllr White proposed and Cllr Thomas seconded that the Planning Committee minutes of 20th December 2016 be signed as a true and accurate record and Cllr Hubbard signed them as so.

634/FC Committees. To assess the structure and responsibilities of all Committees and update Terms of Reference. Cllr Clive White.

Cllr White reported that, with agreement of councillors, he wished to look into restructuring and streamlining the committees. The aim was to ensure all areas that needed attention and consideration were covered and to then provide Terms of Reference for those committees. He would do this in consultation with councillors and the clerk in time for the AGM in May.

Resolved; That Cllr White proceed with restructuring the committees and revising the Terms of Reference.

CW

635/FC Allotments.

Cllr Arnold reported that the meeting of allotment holders in December had gone well and gave thanks to Locum Clerk Lorraine Wheeler for helping with and attending the meeting. Cllr Hubbard thanked Cllr Arnold for giving up her Saturday.

636/FC Lengthsman Scheme. Following information received from HCC and forwarded to Councillors, to decide whether to take the scheme forward and agree next steps.

Councillors had received a document from the clerk regarding the Lengthsman scheme.

Cllr Hubbard read out sections of the report, including the section on what duties a Lengthsman could undertake.

Discussion ensued. The viability of the scheme for a small council such as ours was discussed and whether or not it would increase the admin for the clerk.

Cllr Mans advised that a lot of councils locally do have them and find them hugely beneficial as they do remove a level of bureaucracy. He recommended contacting one of the local councils, (Burley or Minstead) to see if they would be prepared to come and talk to the council about the benefits of the scheme. He recommended being lead parish.

The Clerk explained that in some cases it would be easier to use a Lengthsman as it would mean that she could speak directly to them and get work done immediately instead of informing HCC, waiting for them to respond and then waiting for them to look at the job before finally scheduling it.

Resolved; The clerk to ask Minstead if they would be able to come and talk to the PC about the scheme.

HK

Also for the clerk to prepare a list of applicable works, taken from those done within the parish over the last year or so and their associated cost.

HK

637/FC Reports from Representatives of Other Bodies. To receive feedback of information relevant to the parish from Councillors who attended those meetings.

Cllr Arnold reported that she had attended a history research meeting in Beaulieu and a National Park meeting that morning.

Cllr Arnold also noted that she would be attending the NE Quadrant meeting on 2nd February (at Minstead Village Hall, 7pm) and that if anyone had any subjects or questions they would like raised they should let her know.

Signed: _____
Date _____

638/FC Items for Discussion at the Next Meeting.

Lengthsman Scheme
Chain of Office
170th Anniversary of the Railway Station
Committee Structures and TORs

Following this, as there was no further business to be transacted, the Chairman thanked those present for attending and closed the meeting at 8.50pm.

Signed: _____

Date: _____

Appendix 1.

Agenda Item 626/FC 1. Payments Paid and Payable

Payments Received Since Last Meeting		
Total		£0.00

Payments Made / To be Made		
2149	HALC - Clerks Training	30.36
2150	Rokill - Pest Services	168.00
2151	Mrs L Wheeler - Locum Clerk	1236.59
2152	A Sturgess - Allotment Key Deposit	20.00
2153	VOID	
2154	P Whitehorn - Grass cutting Rec and Allotments	310.00
2155	D Roberts - Xmas light installation	130.00
2156	P Todd - Allotment Key refund	20.00
2157	H Klaassen - Clerk's salary and expenses	936.69
Total		£2,851.64

Signed: _____
Date _____

Appendix 2.



Ashurst Pre-School
Supervisor: Mrs Glenda Thornley
Telephone: 02380 292791



Headteacher Mrs L. Howe
Telephone: 02380 292453
email: admin.office@foxhills-inf.hants.sch.uk



Headteacher: Mr A Shore
Telephone: 02380 292126
email: office@foxhillsjuniorschool.co.uk

11th January 2017
Cllr. Caroline Hubbard
Chair, Ashurst and Colbury Parish Council

Dear Caroline,

Thank you for your email requesting information on items raised by Cllr. Lacey. This response has been written in co-operation with the Pre-School Manager, Mrs Glenda Thornley, Mrs Lucy Howe, Headteacher, Foxhills Infant School, and Mr Andrew Shore, Headteacher, Foxhills Junior School. Statements from Cllr. Lacey are in **bold**, and responses are in italics.

1. Police to walk up and down when in attendance to ensure all parking/highways issues addressed

The schools have a good relationship with CPLO Richard Williams, who attends as often as he able, and is a member of our Travel Team. Parents who park in restricted areas will receive warning letters from the police as from the start of this term. David Hurd, NFDC Parking Manager, has responded to our request for Traffic Wardens to patrol in Foxhills and they will issue parking tickets, but will not be able to do this on a daily basis, or be able to attend at morning drop off times.

The CPLO has requested that the school take photos of illegally parked vehicles. These are forwarded to him on a daily basis, though this has placed our own gate warden in a vulnerable position as she has encountered hostility and been threatened for taking photos. (This was reported to and followed-up by the police).

These number plates are added to school Newsletters, which also contain frequent reminders to parents about respecting parking laws.

2. Request residents to cut back hedges in key places (some remain encroaching)

We have repeatedly asked HCC to do this and they have responded positively.

3. New ticketing system through local beat team

We do not understand this statement!

4. Request enforcement of 20mph speed limit/use of temporary speed indicators

The '20 is plenty' is an advisory initiative and the signs could not be used to indicate a mandatory speed limit. Please see email below from Mandy Ware, Traffic and Safety, HCC.

5. Identify additional buses and/or source mini bus support

The Yellow Bus Service ceased in July 2016, we do not anticipate it being re-instated. To enable the service to continue we needed to guarantee the bus being full for both journeys every day, with fares paid termly in advance. Despite our best efforts to promote this, parents did not support it in sufficient numbers. The schools enjoyed a good relationship with the bus operator, and it was disappointing to see the school bus go, especially as for some families this was their only means of transport to school.

However, there have been some very positive outcomes. The school bus was up to 10 minutes late most days, which meant children (many vulnerable) missed out on the start of lessons, and classes were disrupted by their late arrival. The Junior School no longer has to provide staff to look after bus children for up to 45 minutes at the end of the day, pending the arrival of the school bus. We anticipated there would be some increase in traffic and whilst this has occurred, it is not as great as expected. More children are walking/cycling, and staff are pleased that they are now seeing parents on a daily basis when they bring their children to school. The schools are providing more after-school clubs and there has been an increased uptake for these, which spreads the time that cars are accessing Foxhills.

Mini buses are not economically viable. In 2015 the quoted return fare from West Totton was £6 daily, payable in advance, and no refunds if the child did not travel. The Junior School has purchased its own minibus to increase pupil participation in after- school sporting events, but it is not available for home-school travel.

Signed: _____

Date _____

6. Train 'lollipop' staff/resident/volunteers

School crossing patrols (SCP) are the sole responsibility of HCC, who complete the DBS check, employ, train and insure all staff. They do not insure or train volunteers. Furthermore, volunteers do not have designated authority (or insurance) to stop traffic on a public highway.

The Knellers Lane/Foxhills junction fulfils the criteria for a SCP in terms of numbers, but HCC will not provide a CP because there is no clear line of sight in both directions. A survey of children using the Whartons Lane crossing on a fine day in the Autumn Term showed fewer children walking from Ashurst than a year previously, insufficient to warrant a SCP.

7. Trial designated Drop-Off Point for parents who simply wish to arrive and drop their child.

Does this refer to a drop off point on the school campus or on Foxhills Lane? Both options were discussed at length at WP meetings and the position has not changed. Nevertheless we summarise as below.

Foxhills Lane - Some years ago a drop-off point was trialled on the east side of the school entrance. This was quickly stopped as it proved dangerous; cars moving in and out of the designated roadside drop-off point created the situation we wanted to avoid i.e. cars pulling out in front of cyclists and increased traffic and obstruction of the road, whilst cars waited for a space in the drop-off zone. At a recent Travel Team meeting the NFDC Parking Manager agreed that such a drop-off would be dangerous and he would not sanction it.

School campus - **We** have a 'no parent cars on campus policy' because there simply isn't space for all cars to access the site. The access road is narrow and we would end up having traffic backed-up in both directions, on and off the school site. More importantly, bringing so many cars into such limited space would create a hazard for cyclists and pedestrians. The HTs and governors have a duty of care to those using the campus, and to allow a drop-off point for, at least, 150 cars would be negligent. Furthermore, this number of cars exiting the drive back onto Foxhills would create additional danger and congestion.

8. Cap school intake until congestion issues resolved

School admissions are wholly managed by HCC and the school has no authorisation regarding this matter. The Admissions Policy for the IS and JS reflects HCC's generic policy, HCC being the Admissions Authority. The Pre-School is independently managed, but its policy is similar, i.e. places are allocated on a 'distance to school basis'. Virtually every school has congestion issues, and if admission numbers are capped on this basis a large number of children would not have a place at any school. Admissions numbers are a strategic matter for HCC.

9. Consult Cricket Ground/St Jo's regarding parking for staff and/or parents

We have already done this.

Cricket Ground. The Cricket Club lease this from BME, and their lease precludes the limited parking being used by a third party. Additionally the Cricket Club is periodically used during weekdays.

St Joseph's. Parking is not always available, and St Joseph's would require some payment. A long way from the school. Not viable.

10. Widen road to enable 2 way traffic

Do you mean widen Foxhills to enable two-way traffic and parking? The school has no influence in this matter. However, as per advice from the highway department, we share a concern that the widening the road would make a hazardous situation worse, as traffic would move faster, additionally, as there is parking on one side of the road only, east bound cars would be crossing the traffic flow to park. We would not support this suggestion.

11. Widen road to facilitate cycle path.

We would all support a dedicated cycle path, which is the main reason we supported the BM project! Again, any change to the public highway is beyond the remit of the school.

12. Open Knellers Lane on to A35 to direct traffic away from the school

I recall, as some councillors will, that the exit to the A35 was closed when the roundabout was built, as HCC Highways considered the exit was too close to the roundabout for safety.

13. Vehicular entrance from Whartons Lane, opposite the park, to the wood. Remove the wood and build a car park.

The wood is part of the land donation from BME to HCC made at the time the JS School was built, 50 years ago. The wood has been included in the NP 'Our Past, Our Future' project, and the schools are currently working with NP ecologists and archaeologists. It is effectively an outdoor classroom for all three schools, and we wish it to remain so. In any case, HCC will not finance parents' car parks. This suggestion was first put forward by a local resident some 10 years ago. We are surprised that a group who were opposed to a car park on a field which had no ecological or archaeological interest would even suggest this!

Signed: _____

Date _____

14. Open allotment car park at key times

This is best answered by the PC, however our view is that the allotment holders are entitled to their allotments being secure at all times. Exiting the allotments into the traffic flow, especially if turning left, would be hazardous.

15. Build pedestrian/cycle path on allotment side of hedge for use during key times

This was considered in depth in October 2015. Quite rightly allotment holders and the PC rejected this suggestion.

16. Decrease the allotment area and build a car park

Even if the allotment holders/PC were sympathetic, which we greatly doubt and understand, where is the funding coming from? The allotments are loved and cared for; we cannot understand why this suggestion was even included for the same reasons as in 13 above.

17. Widen footpath, removing some of hedgerow

We have been working with HCC and our School Travel Adviser on plans for a footway from the Foxhills cul-de-sac along the north side of Foxhills to a point close to the end of the allotments, where there will be a SCP. This will be built on HCC land and will not encroach on the allotments. Thanks to the Adviser’s efforts this project has been included in the minor works plan for 2017/18, subject to budget.

18. New wider paths from A35/Knellers Lane/Whartons Lane which facilitate more distributed parking

The Whartons Lane footpath is of a reasonable width, as is Knellers Lane. The footpath from Knellers Lane corner bears the greatest amount of foot traffic from West Totton. See 17 above.

19. Parking at Colbury Hall.

The Travel Team Co-ordinator (Ann Arcscott) approached the trustees in autumn 2016. They were not agreeable to parents parking there.

20. I feel these now need revisiting and the PC needs to engage with this issue proactively on behalf of residents. We have yet to receive any formal response from the schools to requests for action on this issue.

The PC has never made a formal request for reports on the actions we have taken, although this has been mentioned occasionally at PC meetings. The PC does not have any strategic responsibility for school management, and we do not have any obligation to provide reports for it. We will, of course, co-operate with the PC on matters which both agree will be of mutual benefit.

In summary

The HTs and governors of the Foxhills Schools considered most of suggestions above in 2015 and responded to Cllr. Lacey. Of the 19 suggestions currently tabled, 1, 2, and 17/18 have already been addressed by the school as part of its Travel Plan. Point 4 (mandatory 20mph limit) is an HCC issue. Suggestions 5-9, 13, 15, 16, and 19 do not offer any viable solutions; we will not be discussing them further. We would not support 10 (road widening). We would support a cycle path (11), but ideally this should extend to Whartons Lane/Ashdene Rd for cyclists from Ashurst.

The Travel Team has been working on the Schools’ Travel Plan with HCC’s School Travel Adviser, using the Modeshift Stars format adopted by HCC. Both schools have successfully promoted safe travel, park and stride, bike maintenance, cycle and scooter safety and travel awareness through Travel Champions (teachers/LSAs) and our Junior Road Safety Champions (pupils). Both schools have been awarded the Modeshift Bronze Star and are working towards the Silver Star. **We will be finalising the plan later this month and it will be accessible on the schools’ websites.**

We would like to assure the PC that, as ever, we are promoting safe and responsible travel to school. We appreciate that school traffic impinges on the neighbourhood, with approximately 700 children accessing the campus daily. Less than half travel to and from school by car, and of these a substantial number arrive at 8.00 a.m. for Breakfast Clubs, and leave in the late afternoon following after-school clubs. On HCC advice we encourage parents to park on the plentiful, legal roadside parking sites in Ashurst and Knellers Lane, to enable pupils to park and stride to school.

It is a matter of great regret that the BM plan was not passed, we know this would have made a huge difference to the congestion problem, and provided safe routes to school. The majority of pupils who park and stride to school walk further than the distance from the Park and Stride car park which BM proposed, to school. We are pleased to hear that the PC has received only one complaint concerning school parking in the last year, though we are aware from complaints made to the schools that parked cars cause annoyance to local residents. We would appreciate your help by publicising the voluntary east-west one way system yet again, and supporting the legal roadside parking in the neighbourhood. We are aware that there is some inconsiderate parking near the Whartons Lane/Ashdene Rd junction, and this should be referred to the police. We apologise for the length of this response which covers all the points raised by Cllr. Lacey, plus some updated information.

Yours sincerely,

Ann Arscott
Chair of Governors, Foxhills Junior School and School Travel Team Co-ordinator.

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Email from Mandy Ware, Team Leader, Traffic and Safety (New Forest, Test Valley, Eastleigh, Basingstoke and Deane) Hampshire County Council

The '20 is plenty' is an advisory initiative. The signs could not be used to indicate a mandatory speed limit. The position on mandatory 20mph speed limits is as follows: The County Council has implemented a pilot programme of 20mph speed limits. A technical review of the effectiveness of the 14 pilot 20 mph speed limits in Hampshire is planned to be undertaken in the coming months to identify what benefits these lower speed limits give to local residents. We are looking to follow this up with an online questionnaire to establish the views of the residents living within the areas where the 20 mph speed limits have been introduced. The outcome of these assessments will help determine future policy for 20 mph restrictions in residential areas in Hampshire. At this stage we are unable to be more specific about the timescales involved. The issue with applying a mandatory 20mph speed limit at all schools is the road environment which won't necessarily support such a low level speed limit at all times of the day. This level of speed limit, as with most speed limits, should be predominantly self enforcing as the Police don't have the resources to provide enforcement on a regular basis. Another option for schools that have flashing amber lights is a school advisory 20mph speed limit which can be achieved on a community funded basis. The signs are more prominent than the '20 is plenty' signing and request low speeds when the lights are flashing.

Signed: _____
Date _____