

**MINUTES OF THE MEETING OF ASHURST AND COLBURY PARISH COUNCIL.
HELD AT COLBURY CHURCH ROOMS ON 18th December 2018 AT 7.30PM.**



Present; Cllr Emma Lacey (Chair), Cllr Mike Thomas (Vice Chair), Cllr Caroline Hubbard, Cllr Clive White, Cllr Ian Hobbs, Cllr Andy Austin

Clerk; Helen Klaassen

NFDC; Cllr Les Puttock

Members of Public; 2

FC/966 Apologies for Absence. **Action**

Cllr Heather Richards, Cllr John Morris.

FC/967 Disclosure of Interest in an Agenda Item.

None.

FC/968 Approval of the Minutes of the Full Council Meeting held on 18th September 2018 as a Correct Record of Proceedings and Matters Arising / Action Updates From those Minutes.

Cllr Thomas suggested some amendments to minute FC/961.

It was agreed that, whilst the Clerk's minutes were not inaccurate, Cllr Thomas' amendment was a better description and the terminology more accurate.

Thus;

'Cllr Thomas attended session 4 on behalf of KACGG covering Housing Need and the OAN; a previous SHMA survey (2014) had estimated the housing need to be 140 per annum within the National Park. The NFNPA did not agree with this estimate and therefore did their own survey of the OAN coming up with 60 houses pa., of which the NFNPA plan to build 40.'

Two other adjustments were noted;

- That the NHS put Ashurst Hospital forward as a windfall site
- That the parish council were working with KACGG on this occasion because there was a common interest

It was noted that it would be sufficient to minute these points, but that the minutes need not be changed, and were signed by the chair as a true and accurate record of the meeting.

FC/960 Cllr Hobbs would be doing to planters and had already spoken to shopkeepers who were in agreement. He would be investigating who would supply them with a view to getting them in for spring. **IH**

FC/964 Cllr White had spoken to Cllr Thomas regarding the order of the Christmas singalong and the Clerk had emailed the residents list and put the event on facebook.

FC/969 Reports;

1. County Councillor

None.

2. District Councillor

Cllr Puttock reported that queuing traffic on the A35 was potentially causing air pollution and that NFDC were sure they could be compliant by 2019 without any additional measures. Southampton docks were expanding along to Eling, so it meant an increasing problem.

Cllr Thomas queried with Cllr Puttock whether ships were to blame as they used low grade oil and did not switch their engines off when docked. Cllr Thomas wondered if NFDC could insist they use 'shore power' instead of keeping their engines running?

Cllr Puttock thought that NFDC wouldn't have the power to do that, but also that traffic posed a bigger pollution problem.

Cllr Hobbs suggested that different schemes were needed, such as alternate days for driving based on odd and even numbered number plates and pedestrianised schemes.

3. Police / Neighbourhood Watch

None.

FC/970 National Parks Review; Call for Evidence.

Councillors had been emailed a suggested response by the Clerk.

A line was added to reflect the parish councils' preferred use of brownfield sites over green field and a line to promote the use of locally elected representatives.

It was **agreed** that the Clerk should make the additions as above and forward the answers she had presented.

FC/971 Precept. To receive a budget prepared by the Clerk and Committees and decide on a precept amount to request from NFDC.

The Clerk presented a table showing areas of increased expenditure for the coming financial year (appendix 1), and the committee budgets (appendix 2).

An adjustment was made to the H&T budget of -£200 for Christmas lights and it was **agreed the precept requested from NFDC should be £36,736.**

It was agreed that the Clerk should do an article for magazine, outlining the precept process and what the increase was made up of.

Clerk

Clerk

FC/972 Ashurst Post Office Closure.

The loss of the post office was discussed at length and the importance of the service was noted by Councillors.

Consideration was given to the possibility of running a community post office and it was agreed that in order to give it full consideration more information was needed;

- 1) What were the plans for the existing building?
- 2) How is a community PO set up and run?
- 3) How many locals are currently served by the business and in what way?
- 4) Are the current postmasters happy for us to talk about the closure in detail publicly?

It was **agreed** that the Clerk and Cllr Austin would find out the information and report back to the next meeting.

AA

Clerk

Clerk

AA

Clerk

FC/973 Accounts. To Receive and Approve the Monthly Schedule of Payments.

The schedule of payments was reviewed and agreed (Appendix 3).

FC/974 Public Participation and Councillor Reports.

DW; Thanked the Parish Council for the Christmas singalong and their recognition and willingness to work with ACCG.

He noted that the Post Office may be considered too close to other services in Lyndhurst and Totton to offer some services and that there was no profit in the shop part of the business. He noted that there was a lot of process and regulation to be observed and that the financial aspect of it was of great importance and responsibility.

PG; Noted that, further to the discussion regarding ships fuel, they would from 2020 be required to use low sulphur fuel or have filters within their funnels and that he had noted that car would sit in Foxhills waiting to drop off or pick with their engines running.

It was agreed that it would be a good idea to let the schools know about this so that they could ask drivers to switch off their engines and promote a 'clean air' rea outside the school.

The Clerk to email Alex Williams.

Clerk

Cllr Hubbard highlighted the letter received by the NFNPA from the government inspections following the hearings. It was agreed that Cllr Hubbard should write to David Illsley to confirm the PC support and thanks for his guidance and support in the process and Merry Christmas.

CH

Cllr White; The Outreach group had been to the school. It was great and they all enjoyed themselves.

AA; picture in the magazine not clear. Also, some details missing.

Clerk to take new picture and check all councillors' details.

Clerk

Cllr Lacey; Carols were brilliant. Ocean Harmony, Leanne Lee, Tony White were all brilliant as was the food.

FC/975 Items for Discussion at the Next Meeting.

- Post Office
- Local Plan Update / Ashurst Hospital Site

Cllr Lacey informed Councillors that a notice of resignation had been received from Cllr Morris. The Clerk had informed NFDC and a notice had been forwarded from NFDC for display as it was still a requirement. Councillors could if they wished decide to co-opt before the elections in May, but were not bound to do so. To be moved to the January agenda.

Clerk

Meeting concluded at 9.25pm.

Signed: _____

Date: _____

Appendix 1Areas of New or Increased Expenditure and £
Amount

H&T

Christmas lights	£900.00
Xmas Lights License Cost	£25.00
GIS Mapping	£100.00
Cultivation licence	£125.00

CE

Parish plan	£500.00
Jobs for Lengthsman / CPS	£160.00
<i>Parish Plan Actions</i>	£2,500.00

OS Recreation

Grounds Maint	£1,169.00
New Rec Signage	£600.00

OS Allotments

Grass cutting	£135.00
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Admin

Election fees	£1,759.00
SLCC	£136.00

Total £8,109.00

Appendix 2

Administration

Item	Proposed 19/20
Income	
Precept	£21,189.96
PC Reserves Allocated	
Grants	£1,100.00
Total Income	£22,289.96

Expenditure:

Insurance	£704.97
ICO Fees	£35.00
HALC / NALC Fees	£535.00
Stationery (incl Ink)	£300.00
Printer Ink	
Audit	£750.00
Clerks Salary	£10,000.00
Clerks Expenses	£150.00
NICS (Employers Cont)	£50.00
Office equipment	£0.00
Office Rental	£3,840.00
Training	£400.00
Email	£50.00
Mobile Phones	£120.00
Maintenance of Assets	£500.00
Sundries	£100.00
Section 137 Grant Aid	£00.00
Chairman's allowance	£400.00
Election fees	£1,759.00
Cllr Expenses	£100.00
Lengthsman Equipment	£300.00
Lengthsman Salary	£2,000.00
Microsoft Office	£59.99
SLCC	£136.00
Total Expenditure	£22,289.96

Open Spaces - Allotments

	Proposed 19/20
Income	
Fees (if all plots filled)	£1,170.00
Precept	£570.00
Grants	£0.00
PC Reserves Allocated	£0.00
Total Income	£1,740.00

Expenditure:

Hedge cutting	£250.00
Southern Water	£300.00
Prizes	£40.00
Grass cutting	£270.00
Projects...	£0.00
Sundries	£40.00
CPS (clearance / maint)	£240.00
Rokill	£600.00
Total Expenditure	£1,740.00

Open Spaces – Recreation Ground

	Proposed 19/20
Income	
Grants	
Precept	£8,119.00
PC Reserves Allocated	
Total	£8,119.00

Expenditure

Trees Survey (NFDC)	£200.00
New Equipment	£3,500.00
Annual Safety Check	£100.00
Quarterly Safety check	£150.00
Grounds Maint	£2,169.00
Wildplay	From S106
Tree Works	£350.00
Shelter	From Reserves
New Rec Signage	£600.00
Sundries	£50.00
Equipment Maintenance	£1,000.00
Total Expenditure	£8,119.00

Community Engagement

Proposed 19/20

Amounts in Reserve:

(Advertising contingency)	£1,000.00
(Website rebuild and upgrade)	£900.00
(Magazine Distribution)	£1,100.00
Fete (£ Remaining after 8/09/18)	£1,307.24

Income

Advertising	5,000.00
Precept	4,447.50
Grants	
PC Reserves Allocated	

Total 9,447.50

Expenditure

Magazine Printing	£5,500.00
Expenses ¹	£100.00
VIP Website hosting	£100.00
Website	£250.00
Domain name renewal (2 years)	£37.50
Parish plan	£500.00
Jobs for Lengthsman / CPS	£160.00
Xmas Meeting & Singalong	£250.00
Parish Plan Actions	£2,500.00
PC Mtg Refreshments	£50.00
Total Expenditure	£9,447.50

Highway and Transport

Proposed 19/20

Balance b/fwd £0.00

Income

Grants	£0.00
Precept	£2,410.00
PC Reserves	

Total £2,410.00

Expenditure

Bus Shelter Cleaning	£360.00
Christmas lights	£700.00
New Seating	£1,100.00
Xmas Lights License Cost	£25.00
GIS Mapping	£100.00

Planters Reserves

Cultivation licence £125.00

Total Expenditure £2,410.00

Appendix 3

Payments To be Made					
Date	Details	Payee	Chq	Amount	VAT
17.12.18	CPS - allotments 9/10 and 13/11	Hants and IOW CRC	2328	160.00	
17.12.18	Hedge cutting	Mark Bridle	2329	177.60	29.60
17.12.18	Clerks finance training	HALC	2330	90.00	15.00
17.12.18	Bush shelter cleaning	NF Window Cleaning	2331	180.00	
17.12.18	Monthly maintenance	Nightingale Ground Care	2332	185.40	30.90
17.12.18	Lengthsman Salary	A Baker	2333	124.80	
17.12.18	Clerks Salary and Expenses	H Klaassen	2334	821.40	
17.12.18	Travel expenses for Carols	M Melbourne	2335	20.00	
17.12.18	Xmas trees and Lights	A Austin	2336	133.50	
			Total	£1,892.70	£75.50