

MINUTES OF THE ANNUAL MEETING OF ASHURST AND COLBURY PARISH COUNCIL
Held Online via Zoom on 4th May 2021 at 7.30pm



Present; Cllr Caroline Hubbard (Chair), Cllr Clive White (Vice Chair) Cllr Sue Robinson,
Cllr Andy Austin, Cllr Adrian Eyre (Part), Cllr Bobbie Torkington, Cllr Caroline Smith,
Cllr Mike Thomas.
Clerk; Lorraine Wheeler
HCC: Cllr Keith Mans (Part)
Police/NW: PCSO Richard Williams, Karen Oliver
Members of the Public; 1 (part)

21/001 Election of Chairman

The Clerk opened the meeting and asked for nominations for Chairman of the Council.

Cllr Mike Thomas proposed that Cllr Caroline Hubbard be Chair for the coming year, seconded by Cllr Clive White, all Members were unanimous in their support and Cllr Hubbard accepted her nomination. The Clerk will provide a Declaration of Acceptance for signing and countersigning as soon as physically possible, the meeting being held via zoom.

LW

21/002 Election of Vice Chairman

The Clerk asked for nominations for Vice Chair of the Council.

Cllr Andy Austin proposed that Cllr Clive White be Vice Chair for the coming year, seconded by Cllr Bobbie Torkington, all Members were unanimous in their support and Cllr White accepted his nomination. Again, the Clerk will provide a Declaration of Acceptance for signing and countersigning as soon as physically possible, the meeting being held via zoom.

LW

21/003 Apologies for Absence – None received.

21/004 Disclosure of Interest in an Agenda Item – None received.

21/005 To Appoint Members to Parish Council Committees and Working Parties;

1. Community Engagement – Cllrs Robinson, White, Thomas, Austin, Eyre.
2. Highways and Transport – Cllrs Eyre, Smith, Austin, Torkington.
3. Finance and Resources (Chairs of Committees) – Cllrs Hubbard, White, Thomas, Austin, (Robinson (TBC)).
4. Open Spaces – Cllrs Austin, Thomas, Hubbard, White, Torkington, Smith.
5. Planning and Development – Cllrs Hubbard, Thomas, White, Robinson, Austin, Eyre.
6. Play Equipment Working Party – Cllrs Hubbard, White, Torkington, and members of the public Lyndsey Adamek, Nikki Quiney, Sophie Tag.

21/006 To Appoint Members of the Public to Parish Council Committees

Ian Oliver agreed to continue as Allotment Holders Representative, sitting on the Open Spaces committee and Mrs Heather Richards as non-voting members.

21/007 To Appoint Representatives to "Other Bodies";

1. NFALC (New Forest Association of Local Councils) – Cllrs Hubbard, Thomas.
2. New Forest Consultative Panel – Vacant.
3. New Forest Passenger Transport Forum – Cllrs Eyre, Austin.
4. Colbury Memorial Hall Trustees – Parish Council Representative – Cllr Hubbard and CH to propose Cllrs Austin and White at the next meeting.
5. NFNPA Quadrant Meetings – Cllrs Thomas, Eyre – all Members are invited to attend.

21/008 Standing Orders and Financial Regulations.

It was Proposed by Cllr Hubbard to delay the review of Standing Orders and Financial Regulations to the Full Council Meeting to be held on 15th June 2021. All Members Unanimously AGREED.

The Clerk will circulate a list of policies to all Members to choose two policies to review.

LW

21/009 Policies.

It was Proposed by Cllr Hubbard to delay the review of Current Policies and Agree any New Policies to the Full Council Meeting to be held on 15th June 2021. All Members Unanimously AGREED.

The Clerk will circulate a list of policies to all Members to choose two policies to review.

LW

21/010 Public Participation - None

21/011 Approval of the Minutes of the Previous Full Council Meeting as a Correct Record of Proceedings.

Cllr Robinson asked for a slight amendment to para 19/182 for clarification.

Proposed by Cllr White and Seconded by Cllr Hubbard all Members AGREED the minutes of the meeting of 20th April were a true and accurate record and the Clerk would provide the Chair with a copy for signing.

LW

Matters Arising / Action Updates From those Minutes.

Cllr Hubbard advised she had yet to write to the member of public and NFNPA re item 19/182.

Cllr Hubbard advised she has arranged to meet Alf re the Notice Board signage.

Cllr Hubbard advised that the article for the June edition of the Magazine is in hand.

Open Spaces Committee may want to consider an alternative gardening organisation having not received a response from Go Botanical

Staffing matters – No applications to date for the Clerk’s vacancy. It was agreed for all Members and the locum Clerk to assist where possible by advertising on Linked In and Facebook.

21/012 Reports and Correspondence;

1. **County Councillor** – Cllr Keith Mans was invited to give his annual report at the beginning of the meeting appended to these Minutes and left the meeting at 19.40pm

2. **Parish Councillors** –

Cllr Andy Austin advised he had met with Vita Play to discuss removing the toddler swings and old slide from the Recreation Ground play area. During the meeting he was advised that the flooring was in need of repair. A quote will be provided.

AA

Cllr Bobbie Torkington advised that the Play Equipment Working Party ‘Mums’ have been very proactive and had raised £5000 so far and have set up a GoFundMe account.

3. **Clerk** – The Locum Clerk had nothing to add.

4. **Police / Neighbourhood Watch** –

PCSO Richard Williams gave his report which is appended to these minutes and left the meeting at 20.39pm.

Karen Oliver gave her report which is appended to these minutes and left the meeting at 21.37

5. **Correspondence** – None received not already circulated.

21/013 Reports From Committee Chairs

Cllr Caroline Hubbard Chair of the Council – Report appended to these minutes

Cllr Clive White Chair of Finance & Resources – Report appended to these minutes

Cllr Mike Thomas Chair of Community Engagement – Reported that the Parish Magazine had to go online due to the COVID 19 outbreak, it was printed briefly during the Summer and is currently back online. A printed version will be produced for June. There have been no Community Events during the year due to the Pandemic, however this will be discussed further in this Agenda.

Cllr Andy Austin Chair of Highways and Transport – reported that the Christmas lights and benches had already been covered in Cllr Hubbard’s report. He highlighted the need to use the Post Office which is open Tuesday and Thursday in the Happy Cheese Public House. Please use it.

Cllr Sue Robinson – Agreed with Cllr Austin and wondered if another article would be useful for the Magazine.

21/014 Community Engagement Working Party.

Proposal for Consideration Subject to a Meeting of the Working Party on Friday 30th April at 1.30pm.

Three of the four Members of the Working Party felt that some type of event should be held in September however, one felt that it risked transmitting the COVID virus. In essence a smaller event than usual could be held for the residents to enjoy coming together outside. The WP were looking to the Full Council for agreement and authority to proceed. All Members of the Council **AGREED** that the event should proceed safely within any prevalent COVID restrictions (if any) in mind and that it may ultimately have to be cancelled subject to any future Government restrictions at the time. A larger working party with joint Coordinators of Cllrs Robinson and White (although they may not be there on the day due to prior commitments) and Cllrs Torkington, Hubbard and Austin will arrange to meet next week via zoom.

SR

CW

BT

CH

AA

21/015 Risk Assessment and Covid Secure Procedure for future Parish Council Meetings. Appendix A.

The Clerk provided a draft risk assessment and procedure to be used for the Planning Committee meeting to be held physically on 18th May in the Colbury Church Rooms. Cllrs Hubbard and White will meet the Clerk on the 11th May to carry out the risk assessment and calculate a safe number of attendees. The Clerk was asked to enquire if there is a QR code for the building.

LW

- 21/016 Internet Banking.** Cllrs Caroline Smith and Sue Robinson advised that they have now received information from Unity Trust Bank confirming they are now additional signatories to authorise payments online. It was **AGREED** to continue with Cllrs Hubbard and White authorising all payments to avoid any confusion and Cllrs Smith and Robinson to deputise when they are not available.
- 21/017 Accounts.** To Receive and Approve the Monthly Schedule of Payments. Appendix B. **LW**
Cllr Hubbard proposed and Cllr Robinson seconded the approval of the payments for May. All Members **CH**
AGREED. The Clerk will set up the online payments ready for authorisation by CH/CW. **CW**
- 21/018 Items for Discussion at the Next Meeting.**
 Feedback from Working Parties for the Play Equipment and Summer Event. **All**
 S/Os, Financial Regulations and all Policies Review. **All**
 Clerk to investigate the schedule of grass cutting on the Recreation Ground as grass is now very long. **LW**

Meeting concluded at 21.50pm.

Signed: _____
 Date: _____



Parish Council AGM

Annual Report 2021 – Cllr Keith Mans, Leader of Hampshire County Council

This last year has been dominated by the pandemic.

At the start of this difficult year I made it clear to the County Council that our aim was to reduce and eventually stop the spread of the virus. We should do so by working as one team within in the public sector and with our colleagues in the private and voluntary sectors, and by helping each other through this crisis.

In my view the whole community has stepped up to the mark and worked brilliantly together. We now have low rates of infection, reducing hospital admissions and very few deaths.

Throughout the pandemic Hampshire's figures in all three areas above have been below the national average. This indicates how well relatively speaking we have managed across the Forest and across the County. In the weeks and months ahead the County will be helping the recovery in any way we can.

Finally I would like to thank this Council and all the local community groups for all their help and assistance during the crisis.

PCSO Richard Williams

No homes broken into during the last 365 day period back from 4th May 2021, but ten outbuildings, sheds and garages broken into. 5 of them were on the same Sunday morning and a male was arrested on scene, actually on Foxhill Close where 4 of the break ins had taken place.

Three vehicles were stolen, two from different addresses on two different nights on Peterscroft Avenue. All three vehicles have been recovered and one man was arrested for the theft of one of them.

Nineteen vehicles were broken into – this included several thefts of catalytic converters with mostly Honda and Toyota cars targeted. Vans also had tools stolen from them while parked on a couple of roads in the village and other thefts included handbags taken from cars parked at the entrance to the Campsite while people went to walk in the Forest. Two bicycles were stolen, one from a garage in the village while the home owners were in the garden and the other from the train station. That one was recovered by the owner who saw it being walked away from the area by the thief who was also arrested.

There were several reports of a man walking naked in the woods from Ashurst towards Lyndhurst. One man was stopped and arrested for possession of an offensive weapon but since his arrest further sightings of a naked male have been reported but much closer to Lyndhurst than Ashurst.

The Ashurst Community Speed Watch Team will resume with a new line up this year – training is starting on 26th May 2021.

The last 365 days were of course dominated by the COVID-19 outbreak and other than three young people who were found with a very small amount of cannabis on them while sitting in the recreation ground, the people of Ashurst generally respected severity of the outbreak and stuck to the Government guidelines. PC NORRIS and I were not called to any addresses in the village because of a breach of those regulations – so thanks for that.

Finally thanks again to Karen Oliver and the Ashurst Neighbourhood watch team – as always and especially when major events happens they have been a great help to us this year and we hope that this continues for the rest of 2021 and into 2022. The support we receive from Karen and her team is priceless and greatly appreciated.

Karen Oliver, Lead Coordinator,

A & C N.W. Group & Area Coordinator New Forest North.

Annual Report to the Parish Council. May 2021.

Good evening Madam Chair, Councillors and Members of the public,

Well, what a year/18months! To say we have never faced anything quite like Covid 19 is surely an understatement. We must consider ourselves very fortunate to be here this evening and we must remember there have been many thousands who have succumbed to this dreadful disease. It may be we will all be a little different in our approach to life in the future – for the better. At this point, I would like to thank the Parish council and all those who gave their time and efforts into helping those less able to help themselves through these difficult times. A true sense of community at its best.

Perversely, the confinements have had a positive effect on crime....not that it has stopped it completely – that would be too much to hope for, but it *has* reduced it considerably. That being said, in February we had a ‘blitz’ of opportunist crime in Ashurst with many vehicles being targeted. Most of these vehicles were unlocked so theft from them was easy.....Hands up those who ALWAYS lock their car and has never left it unlocked.....Please note I don’t raise my hand! A person was arrested and charged with many of the offences.

{ Looking back from 2020 to present day – and taking all lockdowns and such into consideration – in Ashurst, there were around 23 thefts from or of vehicles and 2 thefts from sheds. Richard will have given some of these details}

Cybercrime still heads the list as the most “profitable” for the criminals. Scams regarding the Covid pandemic have been manifold and completely heartless. No-one pays for vaccines and this message was put out by the whole media spectrum.

Also on the increase is the amount of reported Dog Thefts. This – as with the previous item is completely heartless but extremely profitable for the offenders. I am astounded at how much pets cost these days making them a very real target. Hopefully, the re-categorisation of the theft of pets will not see them recorded as ‘property’ - as they are at the present and there will be stiffer sentences handed out to offenders. I would ask that everyone is aware of who is around you whilst out and about.

On the 20th April, I attended a zoom meeting of the supposedly four candidates – one didn’t show up for some reason – to become the new Police & Crime Commissioner. It was hosted by The Institute of Criminal Justice Research at Southampton University and the HINWA organising Committee. The three candidates put their cases and their policies. In 2013, Simon Hayes became the first P.C.C. and set up a solid foundation base to take the Police, N.W. and members of the public through the following four years working together. Hopefully, we will see a similarly enthusiastic, experienced person to go forward and improve the status quo.

Sadly, as some of you may already know, Coordinator Arthur Jeffery passed away in April. Amongst membership of many other local groups, he was one of the longest standing coordinators of the A & C N.W. He was diligent and a determined spirit and we will miss his presence. With Gill’s permission, (his widow), I attended his funeral on behalf of the group at Ridge.

We have also had our coordinator numbers slightly reduced due to resignations - for completely understandable reasons, hence we are looking for others to step up to fill their roles. It isn't an arduous task so if you hear of anyone who is not currently in a N.W. scheme, please contact me or give them my details which appear on the last page in the Parish magazine.

Looking forward to the immediate future, Summer is coming and already the doorstep "cruisers" are about. There have been reports of touts operating in the village so please be aware and look out for those who are less able to deal with them. Many will promise a good job but only do half the work demanding more money to complete. Send them packing.

We are still considered to be a low crime area so on behalf of the A & C N.W. Group; I sincerely wish good health to all and continuing low crime to our village.

Cllr Caroline Hubbard

Annual Parish Council Meeting Report by the Chair of the Council

In March 2020 the Parish Council held its last Meeting at Colbury Church Rooms. There were four Councillors and the Parish Clerk present. We knew that there would be a significant change in the way that we would be able to function as a Parish Council, although we had no idea how long the situation would last.

Helen advised us to delegate powers to the Parish Clerk, so that decisions could continue to be made without our normal Meetings.

We set up a Working Party with Christchurch Colbury and Neighbourhood Watch to coordinate our response to the Covid 19 situation and support the local Community. Councillors on this group were Cllr Sue Robinson, Cllr Clive White, Cllr Jacqui Bonnin and myself.

Postcards with contact numbers were delivered to every household. 50+ volunteers came forward to offer help with shopping, prescriptions and phone calls so that residents felt less isolated during lockdowns. A Facebook page was set up by Helen to offer information and support. It has 240 residents following and is still active, posting occasional updates.

Cllr Bonnin left us last year and we have been fortunate to co-opt Cllr Bobbie Torkington and Cllr Caroline Smith, who are already taking an active role on Committees. It was quite surreal that they both joined us via Zoom Meetings.

We have met this way for full Parish Council Meetings and Committees since last Summer and have been able to make decisions and move business forward. We have been pleased that our District Councillors, PCSO Richard Williams and Neighbourhood Watch have joined us. Members of the Public have continued to join us and ask questions in Public Participation.

Since February 2021 we have had an online version of our Magazine. This will revert to a copy for delivery in June. All Committees have met virtually. The Planning Committee has met monthly to comment on Applications. They have also held Meetings with the NFNPA to discuss updating the Village Design Statement and with NHSPS to discuss the Chapel and proposed Planning Applications at the Ashurst Hospital Site. Other Committees have made decisions and moved forward projects including benches around the Village, Christmas lights, new signage at the Allotments and the setting up of a Working Party with local parents to address the need for new play equipment in the Recreation Ground. I'd like to thank the Chairs of Committees and all Councillors for their hard work, commitment and good humour in what has been a challenging year for everyone. My thanks also go to Helen Klaassen who has moved to a position at Bransgore after six years with us and Lorraine Wheeler, our Locum Clerk, whose experience is an asset to us.

Finance and Resources Committee year-end report 2021

Cllr Clive White

We had an interim internal audit in February this year which concluded that in their view, the internal control procedures we have in operation are adequate to meet the needs of the Council.

They also commented that we had carefully considered our budget and Precept setting for 2021/2022 in order to sustain our current level of service provision.

They also reported that the Council has retained full functionality since the start of the Covid 19 pandemic on the 23 March 2020.

The bids making up the precept for this year were based on budgets submitted by committee chairs, scrutinised and agreed by full council.

We have been able to make some savings by closing the Parish Office, and instead renting storage space from a commercial storage company.

One of the important improvements we have made this year is a move to full internet banking.

Although there were no formal recommendations made by our auditor, there were some points which were brought to our attention and which we either have, or are in the process of actioning.

Our next internal audit review has been arranged for Monday 25 May 2021.

Our Clerk Helen Klaassen, has after 6 years with us moved on to another Council, and we thank her and wish her well in her new post. We are lucky to have Lorraine Wheeler covering for her on a light touch temporary basis, and are currently urgently looking for a replacement

Appendix A – Risk Assessment to be finalised and issued prior to the Planning & Development Committee Meeting on 18th May 2021

Appendix B – Accounts Payable May 2021

ACCOUNTS PAYABLE - May 2021

Date	Ref.	Payee	Details	Cost	VAT
22.04.21	DD	Business Stream	Allotment Water	£ 722.00	
04.05.21	11	HALC	Annual Subscription	£ 593.33	
04.05.21	12	Nightingale Groundcare	Monthly Grounds Maintenance	£ 243.90	£ 40.65
04.05.21	13	Nursling & Rownhams PC	Lengthsman Contribution	£ 1,100.00	
04.05.21	14	TLC Online	Domain Name Renewal & Annual Hosting	£ 135.00	
			Totals	£2,794.23	£ 40.65