

ASHURST & COLBURY PARISH COUNCIL
MINUTES OF FULL MEETING OF THE PARISH COUNCIL HELD ON
Tuesday 18th January 2022 – 7:30pm
Colbury Church Rooms, Deerleap Lane, Colbury

Attended by: Cllr Caroline Hubbard, (Chair), Cllr Sue Robinson, Cllr Mike Thomas,
Cllr Caroline Smith, Cllr Bobbie Torkington, Cllr Clive White, (Vice-Chair),
Cllr Joe Reilly (NFDC)

In Attendance: Karen Cramoysan (Clerk), 2 members of the public

21/082 **Apologies** – Cllr Adrian Eyre, Cllr Derek Tipp NFDC, HCC Cllr Keith Manns,
(Cllr Mike Thomas arrived at 7:34pm), Karen Oliver, PCSO Richard Williams

21/083 **Declarations of Interest** - None

21/084 **Public Participation** – None

21/085 **Approval of the Minutes of the Previous Full Council Meeting as a Correct Record of Proceedings and Matters Arising / Action Updates From those Minutes.**

To Receive Minutes of the Full Council Meeting held on 16th November 2021

PROPOSED: Minutes of the Full Council Meeting held on 16th November 2021 were formally received.

RESOLVED: Proposed by Cllr White and Seconded by Cllr Smith, the Minutes were **AGREED** by all Members and the Clerk provided the Chair with a copy for signing.

21/086 **Matters Arising:**

Proposed school path on Whartons Lane development – HCC had advised Cllr Hubbard that the proposed school path on the Whartons Lane development was unlikely to go ahead due to safeguarding concerns received from the school

Planters – Cllr Hubbard had heard from the Ashurst Community Group who were happy to add themselves as volunteers to help water the planters. They will draw up a rota. The Community Group have also secured funding to plant a tree in the Recreation Ground to commemorate the Queens Platinum Jubilee.

Christmas Lights Competition – this was successful, although we didn't receive many entries. Cllrs Eyre, Hubbard and Torkington enjoyed the evening judging the houses and awarded hampers to the winners of the categories. There will be a write up and pictures in the next edition of the magazine. **KM**

Christmas Lights in the precinct – the trees have all been removed and disposed of and the decorations are back in the lock up. Council to look at remote control lights for this year's decorations as the batteries didn't last long in the tree lights last year and needed to be changed over after a couple of weeks. The Risk Assessment for the installation and removal of the trees needs to be re-assessed

Reports**a. County & District Councillors**

Joe Reilly (NFDC) - had received an email about the Ashurst and Colbury gateway sign that has gone missing. Thinks it could have been hit by a car and needs replacing. Clerk to action **KM**

Waste & Recycling – The booking system at the waste recycling facility at Millbrook docks has been stopped for a 3-month trial to see if recycling improves. People were making bookings and not turning up and fly-tipping was increasing in the area.

NFDC Garden Waste collections will start a monthly service in January and February and then go back to fortnightly collections thereafter. Any residents affected by the driver shortages will be refunded for missed collections.

Community Grants – Cllr Reilly still has money in his budget to award to Parish Councils – he could allocate us £200 now towards some toddler swings. Councillor Hubbard suggested applying for the 2022/23 allocation to be used to help celebrate the Queens Platinum Jubilee. **KM**

b. Committee Chairs/Working Parties

Cllr Robinson – the NFNPA have asked the applicant for the Whartons Lane Planning Application for an extension until the end of January 2022. This application is not on the January agenda for NFNPA.

Village Design Statement – Cllr Robinson has put an article in the next magazine to ask residents for their views and that Councillors will need to have a Working Party meeting to decide the next steps. Cllr Torkington said that there will be a QR code next to the article in the magazine so residents can submit their requests easily. **SR**

Parking Design Standards – Cllr Robinson had recently looked at the new NFDC Parking Design Standards and said that in comparison the NFNPA weren't as detailed. Cllr Robinson asked Members if she should write to NFNPA to ask if they would be reviewing their Parking Design Standards to be more in line with NFDC's ones.

RESOLVED: - All Members agreed that Councillor Robinson should write to NFNPA to ask if they would be reviewing their Parking Design Standards to be more in line with NFDC's ones.

Cllr Robinson also advised that she had heard from a resident who was concerned about the amount of dog faeces in the Recreation Ground. Clerk agreed to put a post out on social media and the website asking residents to pick up after their dogs.

NFALC Meeting – Cllr's Robinson, Smith and Torkington will be attending next week's meeting which is being held on zoom.

c. Neighbourhood Watch – There was no representative available to attend January's meeting and no report issued for January.

- a. **Parish Council Vacancy – to review timescales for applications for Co-Option**
PROPOSED: To review timescales for applications for Co-Option
RESOLVED: Members agreed that the advert would go out immediately on Noticeboards, Facebook and Website. Closing date would be 15th February 2022 and an update would be given at the February meeting.
- b. **To Receive the Annual Risk Assessment**
PROPOSED: To Receive the Annual Risk Assessment - Members were given the Annual Risk Assessment in advance of the meeting to look at and agree the assets.
RESOLVED: Members updated the Clerk and a few amendments to the Risk Assessment are to be made with regards to the wording of items being held in the Parish Office (now Lok N Store), Pandemic Policy and Delegated Powers to be added.
- c. **To Receive the Asset Register**
PROPOSED: To Receive the Asset Register
RESOLVED: Members agreed that the Asset Register needed slight updating as the wording of the locations listed as Parish Office were wrong (now Lok N Store), only 1 slide in the Recreation Ground as the other had been removed, the Christmas Lights are above the shops, not in the trees, and the locations of the Dog Waste bins needed clarifying.

- a. **Whartons Lane Recreation Ground – Gaps in fencing.**
The Clerk updated Members that the Lengthsman had made a start in closing off the gaps in the fencing but had run out of fencing. More fencing has been purchased and delivered and the Lengthsman would be continuing once the weather wasn't so cold.
- b. **Rotary Club tree donation of 10ft Maple Tree planted in the Recreation Ground.**
The Clerk advised that the Maple Tree to celebrate the Queens Platinum Jubilee had now been planted by the noticeboard in the Recreation Ground. Rotary Club were sorting out the stake and plaque and would be in contact once this was ready so that an article and photograph could be put into the Parish Magazine.
- c. **Resident issue with Oak Tree in Recreation Ground neighbouring their property in Whartons Lane.**
The Clerk made all Members aware of the recent correspondence between the Clerk and the resident and advised that the NFDC Tree Officer, Mark Bursey was making contacting with the resident directly.
RESOLVED: The Parish Council decided to wait for the Tree Officer's report after the next survey scheduled for February 2022.
- d. **Resident issue with overhanging trees in Recreation Ground neighbouring their property in Lakewood Road.**
The Clerk made all Members aware of the recent correspondence between the Clerk and the resident and advised that the NFDC Tree Officer, Mark Bursey was carrying out his next scheduled inspection in February 2022.
PROPOSED: The Parish Council decided to wait for the Tree Officer's report after the next survey scheduled for February 2022.

e. Queens Platinum Jubilee – ideas requested how to mark the occasion.

Cllr Hubbard advised that she had heard from the Ashurst Community Group who had suggested a “Picnic in the Park/Family Fun Day” to be held to mark the Queens Platinum Jubilee. Members thought this was a good idea. Cllr Torkington will contact the New Forest Brass Band to find out their availability. Cllr Robinson will speak to local caterers and a Working Party consisting of Cllrs Hubbard, Robinson, Smith, Torkington, White, will meet and agree the format of the day. Cllr Thomas has said that he will help if available. Cllr Torkington will put an article in the Parish Magazine asking residents for ideas.

PROPOSED: To hold a Picnic in the Park/Family Fun Day to celebrate the Queens Platinum Jubilee.

RESOLVED: The Parish Council agreed to hold a Picnic in the Park/Family Fun Day to celebrate the Queens Platinum Jubilee. Dates to be confirmed. Working Party will meet asap.

21/090

Accounts.

a. To Approve Online Payment Schedule dated 23.01.2022

PROPOSED: To Approve the monthly payment schedule dated 23.01.2022

RESOLVED: The schedule was received by Members and approved for payment, **PROPOSED** by Cllr White and **SECONDED** by Cllr Hubbard.

b. To Ratify Approval of Online Payment Schedules dated 19.11.2021 30.11.2021 and 20.12.2021

RESOLVED: The schedules were received by Members and ratified, **PROPOSED** BY Cllr Robinson and **SECONDED** by Cllr Hubbard

c. To Receive Income and Expenditure Reports for November and December 2021.

RESOLVED: Income and Expenditure Reports for November and December 2021 were received by Members and ratified. **PROPOSED** by Cllr Hubbard and **SECONDED** by Cllr White.

d. To Approve Q3 Bank Reconciliation

PROPOSED: To Approve the Q3 Bank Reconciliation – this had been deemed correct by the Auditor.

RESOLVED: The Q3 Bank Reconciliation was received by all Members.

21/091

Communication

a. Parish Magazine – Cllr White wanted to give thanks to all of the magazine distributors.

21/092

Correspondence - None received

Items for Next Meeting

21/093

Village Design Statement & Local list of important buildings

21/094

Close of Meeting.

The meeting closed at 8:45pm

The next meeting will be held on Tuesday 15th February 2022

Signed:

Date:

Signed:

Expenditure November 2021 to December 2021

Date	Payee	Description	Amount	Vat
22.11.2021	Business Stream	Allotment Water	459.00	
26.11.2021	Nightingale Groundcare	Monthly Grounds Maintenance	243.90	40.65
30.11.2021	Colbury Church Rooms	Hire of Room 16th & 23rd November	80.00	
25.11.2021	TLC Online	Parish Magazine - December 2021	450.00	
30.11.2021	HALC	Planning Course for Cllr Sue Robinson	54.00	9
01.12.2021	Julie Harding	Tulip Bulbs for planters	62.89	
01.12.2021	Tesco Mobile	Mobile Phone 02.12.2021 - 01.01.2022	8.50	
10.12.2021	TLC Online	Website Maintenance Oct, Nov, Dec 21	45.00	
10.12.2021	Lok N Store (Inv 194064)	Hire of Unit T0702 20.12.21-16.01.22	84.00	14.00
20.12.2021	Karen Miles	Salary for December 2021	1,150.14	4.46
20.12.2021	Alf Baker	Salary for December 2021	156.00	
22.12.2021	Business Stream	Allotment Water	459.00	
31.12.2021	Unity	Service Charge	18.00	
31.12.2021	Tesco Mobile	Mobile Phone 02.01.22-01.02.22	8.50	
17.12.2021	Helen Klaassen	Winzip subscription for Ashurst	31.14	
21.12.2021	Rokill	Pest Control 29.12.21 to 28.03.22	168	28.00
31.12.2021	Nightingale Groundcare	Monthly Grounds Maintenance	243.90	40.65
			Total	3,721.97 136.76

Income November to December 2021

Date	Receipts			Details
	Bank Int	Allotments	Magazine	
17.11.2021		20.00		Brackstone MJ - Replacement Allotment Key
24.11.2021		40.00		Mrs P A Petrou - Full Plot Allotment Fees for 2022 - Plot 32
25.11.2021		25.00		Mr I Oliver - Half Plot Allotment Fees for 2022 - Plot 33A
26.11.2021		40.00		Cooper NPSC - Full Plot Allotment Fees for 2022 - Plot 34
29.11.2021		25.00		C Smith - Half Plot Allotment Fees for 2022 - Plot 41
29.11.2021		25.00		C Smith - Half Plot Allotment Fees for 2022 - Plot 40
30.11.2021		40.00		H Cooper - Full Plot Allotment Fees for 2022 - Plot 6
30.11.2021		40.00		Mr I Oliver - Full Plot Allotment Fees for 2022 - Plot 8
30.11.2021		65.00		Robert Coe Full & Half Plot Allotment Fees for 2022 - Plots 35 & 38
30.11.2021		40.00		E Jones - Full Plot Allotment Fees for 2022 - Plot 24
30.11.2021		25.00		E Osborne - Half Plot Allotment Fees for 2022 - Plot 1A
03.12.2021		25.00		D Metcalf - Half Plot Allotment Fees for 2022 - Plot ???
06.12.2021		25.00		Anita Smith - Half Plot Allotment Fees for 2022 - Plot 33b
06.12.2021		25.00		L Cincibusova - Half Plot Allotment Fees for 2022 - Plot 26
06.12.2021		40.00		N Grainger - Full Plot Allotment Fees for 2022 - Plot 2
07.12.2021		25.00		Mr C I Griffiths - Half Plot Allotment Fees for 2022 - Plot 15
10.12.2021		50.00		Paul Woodhouse - Half Plot Allotment Fees for 2022 - Plot 18b & 39

15.12.2021		40.00	A Henning - Full Plot Allotment Fees for 2022 - Plot 10
16.12.2021		40.00	Michael McNicholas - Full Plot Allotment Fees for 2022 - Plot 4
17.12.2021		25.00	Simon Hull - Half Plot Allotment Fees for 2022 - Plot 36
20.12.2021		40.00	Jeffrey King - Full Plot Allotment Fees for 2022 - Plot 22
23.12.2021		65.00	Barron A&E - Full & Half Plot Allotment Fees for 2022 - Plot 19 & 20b
23.12.2021		40.00	Peter Witt - Full Plot Allotment Fees for 2022 - Plot 9
24.12.2021		25.00	Lodge R&K CP - Half Plot Allotment Fees for 2022 - Plot 43
29.12.2021		25.00	P R Hayter - Half Plot Allotment Fees for 2022 - Plot 1b
29.12.2021		40.00	C Wallace - Full Plot Allotment Fees for 2022 - Plot 3
29.12.2021		40.00	Alesha Moffat - Full Plot Allotment Fees for 2022 - Plot 29
29.12.2021		40.00	Clive Rutland - Full Plot Allotment Fees for 2022 - Plot 23
29.12.2021		40.00	Karen Williams - Full Plot Allotment Fees for 2022 - Plot 28
30.12.2021		40.00	M Green - Full Plot Allotment Fees for 2022 - Plot 7
31.12.2021		40.00	Austin A&SJE - Full Plot Allotment Fees for 2022 - Plot 27
31.12.2021		75.00	Sharma R M - Half Plot Allotment Fees for 2022 - Plots 17a, 17b & 18
31.12.2021		80.00	Heather Richards - Full Plot Allotment Fees for 2022 - Plots 30 & 31
Total		1,270.00	