

ASHURST & COLBURY PARISH COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING AND FULL COUNCIL MEETING OF THE
PARISH COUNCIL HELD ON
Tuesday 17th May 2022 – 7:30pm
Colbury Church Rooms, Deerleap Lane, Colbury

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

In Attendance: Karen Cramoysan (Clerk), 1 member of the public

22/001

a. Election of Chair

RESOLVED: It was resolved that Cllr Caroline Hubbard be Chair of the Council for the forthcoming year. Proposed by **Cllr Robinson** and Seconded by **Cllr White**. Agreed by all members present.

b. Receive the Chair's Declaration of Acceptance of Office

Cllr Hubbard signed the Declaration of Acceptance of Office.

c. Election of Vice-Chair

RESOLVED: It was resolved that Cllr Clive White be Vice-Chair of the Council for the forthcoming year. Proposed by **Hubbard** and Seconded by **Cllr Torkington**. Agreed by all members present.

d. Receive the Vice-Chair's Declaration of Acceptance of Office

Cllr White signed the Declaration of Acceptance of Office.

22/002

a. To Receive the Annual Confirmation of Councillors Interests

MT

All Councillors completed the Annual Confirmation of Councillors Interests at the meeting apart from Councillor Thomas who said that he would complete at home and send to the Clerk.

22/003

Apologies – HCC Cllr Keith Manns, NFDC Derek Tipp,
PCSO Richard Williams

22/004

Declarations of Interest - None

22/005

Policy

a. To Agree Councillors' Responsibilities and To Appoint Representatives to Other Bodies for 2022/2023

RESOLVED: Councillors agreed their responsibilities and the list was updated.

b. To Ratify Membership of Other Bodies – HALC/NALC/SLCC/Local Council Advisory Services (LCAS)

RESOLVED: Membership to other bodies was agreed.

22/006

Public Participation - None

22/007

To Welcome new Councillor Dave Bedford onto the Council

Dave Bedford was absent and no apologies were received by the Clerk. Councillors felt that as they had already waited for 3 months for Mr Bedford to join the Council (and he had only attended one of the Working Party meetings for the Platinum Jubilee celebrations), that they would re-advertise the position for Co-option onto the Council.

22/008

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 19th April 2022

PROPOSED: Minutes of the Full Council Meeting held on 19th April 2022 were formally received. (Typo error on page 2 Cllr Mans report for Council Tax Band D listed as £1,036 should have read £1390.86 - Draft minutes on website have been amended).

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

22/009

Matters Arising – still to be actioned from April meeting

Broken wooden play equipment to be removed by a contractor

KC

Swings – Clerk still to contact Wickstead to give dimensions for toddler swing
– Cllr Reilly has promised £200 for a grant towards this.

KC

Broken Ashurst Sign and Missing Gate – Clerk has received a quote of £1780 from the original artists to replace the missing sign – Clerk has still not heard back from insurance company despite chasing and will chase again.

22/010

Reports

a. County & District Councillors

Cllr Reilly – NFDC – advised that Cllr Alan O'Sullivan had been elected as Chair of NFDC and Cllr Neville Penman was elected as Vice-Chair at last night's meeting.

Cllr Reilly still has funds available for Grant Applications and asked the Parish Clerk to email him to request monies.

KC

b. Committee Chairs/Working Parties

Cllr Robinson – Following the NFNPA Planning Meeting where the Whartons Lane application had been given permission despite our concerns about safety, Steve Avery at NFNPA had replied to Cllr Robinson stating that the NFNPA were confident that Condition 15 had been met and that there was no expectation that the Parish Council would have to take on responsibility for the 'green area' in the plans.

Cllr Robinson advised that there had been another extension for S106 to be decided. Following lengthy discussions, Cllr Robinson agreed to;

1) Write to NFNPA to ask why the decision had been made when S106 hadn't been agreed.

2) Write to Alison Barnes at NFNPA, Michael Gove, Julian Lewis MP, Southern Water and Hampshire Highways to express our concerns about that this application had been granted when our concerns hadn't been addressed.

3) Contact a Planning Solicitor to find out costings for a Judicial Review; what this entailed, costings and if this was a feasible option for the Parish Council and its limited funds.

c. Parish Councillors – Councillor Thomas asked if the grass in the Recreation Ground could be cut before the event and agreed that he would contact the Grounds Maintenance Contractor to request this

d. Neighbourhood Watch – No report received from PCSO Williams

22/011

Community & Environment

- a. Planters & Seats in precinct** – Cllr Hubbard advised that the Lengthsman had painted the noticeboards and would try to get the planters done before the Platinum Jubilee celebrations. The wooden signs have been installed and the planters have been re-stocked with new plants and are looking lovely, **but** the planters had not been watered during the recent hot spell of weather and the plants had died. The watering rota needs to be firmed up otherwise these new plants will wither and die.
- It was **RESOLVED**: that Councillors would speak to local businesses in the precinct to ask if a tap could be installed outside their premises to help ease the volunteers in watering the planters. The Parish Council would be happy to make a contribution to that businesses water bill. Clerk will forward any water rota volunteering emails to Cllr Hubbard as she had lost access to them due to the website provider changing over to a new server. **KC**
- b. Queens Platinum Jubilee – Event at St Joseph’s 2nd June 2022**
Preparations have been finalised and everything is in hand.

Accounts.

22/012

- a. To Approve Online Payment Schedule dated 17.05.2022**
PROPOSED: To Approve the monthly payment schedule dated 17.05.2022
RESOLVED: The schedule was received by Members and approved for payment, **PROPOSED by Cllr Eyre and SECONDED by Cllr Hubbard.**
- b. To Ratify Approval of Online Payment Schedules dated 29.04.2022**
RESOLVED: The schedule was received by Members and ratified, **PROPOSED BY Cllr Eyre and SECONDED by Cllr Hubbard.**
- c. To Receive Income and Expenditure Reports for April 2022.**
RESOLVED: Income and Expenditure Reports for April 2022 were received by Members and ratified. **PROPOSED by Cllr Eyre and SECONDED by Cllr Hubbard.**

22/013

Communication

- a. Parish Magazine** – Cllr Torkington advised that the last two deliveries of the magazine had been made early and in time for the Jubilee.

22/014

Correspondence – No correspondence received

Items for Next Meeting

Queens Platinum Jubilee – Update on how the event went
Whartons Lane – To receive quote for expenditure for advice from a Planning Solicitor

Close of Meeting.

The meeting closed at 8:35pm
The next meeting will be held on Tuesday 21st 2022

Signed:

Date:

Signed:

DRAFT

Ashurst and Colbury Parish Council, Karen Cramoysan

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
17	Storage	11/04/2022		Unity Trust Bank		Office Equipment Storage	Lok n Store Self Storage	S	80.00	16.00	96.00
1	Allotment Plot Refund	22/04/2022		Unity Trust Bank		Allotment Plot Refund	Clive Rutland	Z	40.00		40.00
3	Magazine Production	22/04/2022		Unity Trust Bank		Production of Magazine	TLC Online	Z	450.00		450.00
5	Meeting Room Hire	22/04/2022		Unity Trust Bank		Meeting Room Hire	Christ Church Colbury	Z	80.00		80.00
6	NIC	22/04/2022		Unity Trust Bank		HMRC NIC & PAYE	HMRC	Z	1,008.57		1,008.57
7	PAYE	22/04/2022		Unity Trust Bank		HMRC NIC & PAYE	HMRC	Z	1,349.80		1,349.80
8	Lengthsman Salary	22/04/2022		Unity Trust Bank		Lengthsman Salary	Alfred Baker	Z	156.00		156.00
9	Clerk Salary	22/04/2022		Unity Trust Bank		Clerk Salary	Karen Cramoysan	Z	953.04		953.04
10	Clerk Expenses	22/04/2022		Unity Trust Bank		Clerk's Expenses	Karen Cramoysan	Z	94.48		94.48
11	Clerk Mileage	22/04/2022		Unity Trust Bank		Clerk's Mileage	Karen Cramoysan	Z	31.77		31.77
2	Tree Inspections	22/04/2022		Unity Trust Bank		Annual Tree Survey	New Forest District Council	S	154.00	30.80	184.80
4	I.T Problems	22/04/2022		Unity Trust Bank		I.T. Help	Absolute Technology	S	42.50	8.50	51.00
15	Recreation Ground & Allotme	29/04/2022		Unity Trust Bank		Monthly Grounds Maintenance	Nightingale Grounds Mainten	S	223.00	44.60	267.60
16	Misc Items for Recreation Gr	29/04/2022		Unity Trust Bank		New Padlock for Recreation Gr	Nightingale Grounds Mainten	S	37.00	7.40	44.40
12	Annual Parish Meeting Refres	29/04/2022		Unity Trust Bank		Annual Parish Meeting Refresh	Bobbie Torkington	Z	28.42		28.42
13	Allotment Plot Refund	29/04/2022		Unity Trust Bank		Allotment Plot Refund	Mark (for Reginald Harrison)	Z	60.00		60.00
14	HALC/NALC Membership Fee	29/04/2022		Unity Trust Bank		HALC/NALC Membership Fees	Hampshire Association of Loc	Z	597.19		597.19
18	Meeting Room Hire	20/05/2022		Unity Trust Bank		Meeting Room Hire	Christ Church Colbury	Z	80.00		80.00
19	Magazine Production	20/05/2022		Unity Trust Bank		Magazine Advertising	TLC Online	Z	450.00		450.00
20	Clerk Salary	20/05/2022		Unity Trust Bank		Clerk Salary	Karen Cramoysan	Z	1,025.25		1,025.25
21	Lengthsman Salary	20/05/2022		Unity Trust Bank		Lengthsman Salary	Alfred Baker	Z	156.00		156.00
Total									7,097.02	107.30	7,204.32

Ashurst and Colbury Parish Council, Karen Cramoysan

RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
5	Magazine Adverts	04/04/2022		Unity Trust Bank		Magazine Advertising	R G R Memorials	Z	60.00		60.00
1	Allotment Key Deposit & Rep	05/04/2022		Unity Trust Bank		Extra Allotment Key	Vanessa Havercroft	Z	20.00		20.00
2	Magazine Adverts	11/04/2022		Unity Trust Bank		Magazine Advertising	Maids of the Forest	Z	110.00		110.00
3	Magazine Adverts	19/04/2022		Unity Trust Bank		Magazine Advertising	P M Reeves	Z	110.00		110.00
4	Precept	28/04/2022		Unity Trust Bank		Precept (1st Instalment)	New Forest District Council	Z	22,491.50		22,491.50
Total									22,791.50		22,791.50