

# ASHURST & COLBURY PARISH COUNCIL

## Minutes of the Full Council Meeting of the Parish Council held on

Tuesday 19<sup>th</sup> July 2022 – 7:30pm

This meeting was held at Colbury Church Rooms



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 Cllr Derek Tipp

In Attendance: Karen Cramoysan (Clerk), 0 members of the public

**22/029 Apologies** – HCC Cllr Keith Mans, NFDC Joe Reilly, PCSO Richard Williams

**22/030 Declarations of Interest** – None.

**22/031 Public Participation** – None.

**22/032 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 17<sup>th</sup> May 2022. PROPOSED: To Receive and Agree the Minutes of the Full Council Meeting held on 17<sup>th</sup> May 2022 (with amendments) and to Receive and Agree the Minutes of the Full Council Meeting held on 21<sup>st</sup> June 2022. 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.**

### **22/033 Matters Arising**

Whartons Lane update on next steps

21/00472 - Land Adjacent 40 Whartons Lane, Ashurst (Amended Plans)

Cllr Robinson advised the Committee that she, Cllr Hubbard and Cllr White are attending a meeting on 21st July 2022 with Alison Barnes Chief Exec of NFNPA.

Southern Water Sewage Department have stated that they will assess and carry out any works needed to the sewage pipes once the developer applies to start works. The Planning Officer Natalie Walter has stated that NFNPA are still looking at Condition 20 agreements will be made with the developer. As this application was submitted some time ago, under the transitional arrangements it only has to meet the 2013 Building Regulations standard (which have now been superseded by the much more robust 2022 Regulations which are much more focussed on environmental concerns. Cllr Robinson will write an article for the next edition of the Parish Magazine to keep residents up to speed with the steps the Parish Council are continuing to take.

**Broken/Vandalised Wildplay Equipment** – The Clerk has been unable to contact Mr Treehouse despite leaving several voicemail messages and completing their online contact form. The equipment was installed as part of the NFNPA Wildplay scheme and we will contact them to see if they have any different contact details.

**Water Bowser** – Cllr Hubbard advised that this has now been delivered. It holds 100 Litres of water which is then decanted into a watering can.

The Parish Council would like to thank the Car Wash who have been brilliant at donating their water to help us water the planters and saving multiple journeys filling up containers. 2 lots of new volunteers have come forward and the Parish Council wishes to thank a local resident who has kindly offered to store the water bowser in his back garden which is nearby the car wash.

22/034

### Reports

**a. County and District Councillors**

Derek Tipp NFDC – advised that NFDC voted to pass the new Waste Strategy at last week's Full Council Meeting. The scheme will take effect from 2024.

There will be new ward boundaries in the Forest – Ashurst & Colbury won't be affected by this change.

Cllr Tipp has received a couple of emails from Ashurst residents recently regarding fish being given away at fairs – he wasn't aware that this practice was still happening but will investigate.

**b. Committee Chairs/Working Parties - No reports.**

**c. Parish Councillors – No reports.**

**d. Police / Neighbourhood Watch - No report available.**

22/035

### Policy

**a. To Review Policies - Protocol for Public & Press Reporting at Council Meetings, Publication Scheme**

**RESOLVED:** Very minor changes required to both policies are required. Clerk will amend and upload to the website.

**b. Co-option of Councillor – Councillors agreed that we would advertise for Co-option of New Councillor on noticeboards and Parish Magazine, closing date of 2<sup>nd</sup> September 2022. Item to go on September agenda.**

**c. To Resurrect the Open Spaces Committee and Assign tasks -**

**RESOLVED:** Cllrs Eyre, Hubbard, Smith, Thomas and Torkington will sit on the Open Spaces Committee. Cllr's Thomas and Eyre will attend as and when they can, but Cllr Eyre is happy to take on the responsibility for the Precinct and Christmas Lights. Allotments - there is already an active group of plot holders who we can work with constructively when Ian Oliver steps down from his role next year – his input and hard work will be sorely missed by everyone. Cllr Hubbard and the Clerk will carry on with Allotment Inspections. A Chair of the Open Spaces Committee will be elected at the first meeting – Cllr Torkington has indicated that she is happy to take on this role.

22/036

### Community & Environment

**a. Recreation Ground Boundary Trees Adjacent to Resident's Property in Lakewood Road – Final Decision Required re Ongoing Maintenance for Willow Trees –**

After reviewing the quote for removal of all stems from NFDC Tree Officer, there were very lengthy discussions regarding the cost implications for the Parish Council. Agreement was reached to find out a day rate for work to be carried out as this could be cheaper than having a little done each time. Deferred to September meeting.

**b. Recreation Ground – To Consider Quote from Wicksteed for £828.00 plus VAT to swap over 2 Flat Swings to 2 Cradle Seats (Toddler Swings). RESOLVED:** All Members agreed to the quote and Clerk will contact Wicksteed to get this actioned.

- c. **Christmas Event** – Being held at St Josephs on Monday 12<sup>th</sup> December 2022, between 6.30-8.30pm – more details to follow.
- d. **Allotments – To Consider an Increase in Fees from 2023 and Discuss Number of Plots Per Resident** - All members agreed to one plot per allotment holder.  
Fee increase item has been deferred to the September meeting.
- e. **Allotments – To Consider a Visit from Community Payback Scheme to clear overgrowth to the stream by car park** - Clerk contacted HM Prison and Probation Service and is waiting to hear back. Item has been deferred to September agenda.
- f. **Allotments – Rubbish in Car Park – Decision Required on Removal of Rubbish** - Several allotment holders have told Cllr Torkington that they have witnessed other allotment holders bringing in their green waste from home and dumping it on the pile. Clerk has obtained quotes from Solent Skip Hire for a 6 cubic yard skip at £278.00 and a 4 cubic yard skip for £220.00. Further discussion on this matter is required and the item has been deferred to the September agenda.
- g. **Seats in Precinct – To Consider Quotes from Armada Contracting for Replacement of Benches –**  
**RESOLVED:** All Members agreed to both quotes received from Armada Contracting; £690 for removal of Timberline equipment from the Recreation Ground and £3650 for removal and installation of benches at the precinct. Clerk is still waiting for permission from Hampshire Highways to her email of 28<sup>th</sup> June. Clerk will contact Armada Contracting to ask them to remove the Timberline equipment and remove one broken bench from the precinct asap and will chase up Hampshire Highways for a response.
- h. **Dog Bite Incident in Whartons Lane Recreation Ground**  
**RESOLVED:** After much discussion about keeping dogs on leads whilst using the Recreation Ground it was agreed that this could not be enforced, the majority of dog owners were responsible and would only let their dogs off lead to socialise with other dogs, not when children were playing and these would be the ones who would be penalised. Councillors agreed to stay with the current signage of keeping dogs under close control whilst exercising in the Recreation Ground. When the new play park is installed, it will be enclosed.
- i. **To Consider Request from Cllr Thomas to Hold a Morning Coffee Club for residents** – Cllr Thomas explained his reasons for proposing to hold a monthly coffee meeting in a local establishment, to enable people who may live alone or work from home and not see anyone, to meet up once a month for a drink and chat for an hour.  
**RESOLVED:** Councillors felt that although this was a lovely idea, it could cross over with other local groups offering the same thing. Councillors felt that with the other ongoing projects and tasks they were already organising, it shouldn't be a Parish Council led project. Cllr Thomas was happy to and gauge interest from local residents and arrange this if enough people were interested.

22/037

## Accounts

- a. **To Approve Online Payment Schedule dated 19<sup>th</sup> July 2022**  
**RESOLVED:** The Online Payment Schedule dated 19<sup>th</sup> July 2022 was received and agreed by all Members.
- b. **To Ratify Approval of Online Payment Schedule dated 30.06.2022**

**RESOLVED:** The Online Payment Schedule dated 30<sup>th</sup> June 2022 was received and ratified by all Members.

**c. To Receive Income and Expenditure Reports for July 2022**

**RESOLVED:** The Income and Expenditure Reports for July 2022 was received and agreed by all Members.

**d. To Receive Q1 Bank Reconciliation - RESOLVED:** The Q1 Bank Reconciliation was received and agreed by all Members. It was noted that the Natwest account was showing as 53p minus balance. Clerk explained that this was likely to be two interest payments and the previous Clerk had several bank statements at her house. Clerk was meeting her this week at the bank to change the account details over and will obtain the statements when they met.

**e. To Consider Grant Application from Probus for £200.00**

This item was deferred to the September meeting due to the length of time it took to discuss all other items on the agenda.

**22/038**

**Communication**

- a. Parish Magazine** – Nothing to report.

**22/039**

**Correspondence** – No correspondence received

**22/040**

**Items for Next Meeting**

**Christmas Event**

**Replacement of Seats in Precinct**

**Willow Trees on the Recreation Ground boundary with Lakewood Road**

**Community Payback Scheme – Allotment Clearance of waste**

**Increase in Allotment Fees with effect from January 2023**

**Grant Application – Probus**

**Co-option of New Councillor**

**Close of Meeting.**

The meeting closed at 9.17pm

The next meeting will be held on Tuesday 20<sup>th</sup> September 2022

Signed:

Date:

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Signed:

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**Ashurst and Colbury Parish Council, Karen Cramoysan**  
**RECEIPTS LIST**

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
11	Grants Received from Borough	04/07/2022		Unity Trust Bank		Grant Payment from Borough	New Forest District Council	Z	450.00		450.00
13	Magazine Adverts	15/07/2022		Unity Trust Bank		Magazine Advertising	Expert Domestics	Z	22.00		22.00
<b>Total</b>									<b>472.00</b>		<b>472.00</b>

## Ashurst and Colbury Parish Council, Karen Cramoysan

## PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
33	Meeting Room Hire	21/06/2022		Unity Trust Bank		Meeting Room Hire	Christ Church Colbury	Z	40.00		40.00
34	Website Maintenance	21/06/2022		Unity Trust Bank		I.T. Help	Absolute Technology	S	28.80	5.76	34.56
35	Tree Works in Recreation Gr	21/06/2022		Unity Trust Bank		Tree Works	Gristwood & Toms	S	690.25	138.05	828.30
36	Queens Platinum Jubilee	21/06/2022		Unity Trust Bank		Items bought for Platinum Jub	Bobbie Torkington	Z	29.98		29.98
37	Queens Platinum Jubilee	21/06/2022		Unity Trust Bank		Fee for attending Platinum Jub	New Forest Brass	Z	350.00		350.00
38	Internal Audit	21/06/2022		Unity Trust Bank		Internal Audit for Jan 2022 to	Lightatouch	Z	175.75		175.75
39	Planters	21/06/2022		Unity Trust Bank		Plaques for Planters	C J Joinery Services	Z	214.15		214.15
40	Queens Platinum Jubilee	21/06/2022		Unity Trust Bank		Fee for attending Platinum Jub	Michael O'Leary	Z	150.00		150.00
41	Queens Platinum Jubilee	21/06/2022		Unity Trust Bank		Fee for attending Platinum Jub	Red Stags Morris	Z	150.00		150.00
42	Misc Maintenance Items for I	21/06/2022		Unity Trust Bank		Lengthsman Expenses	Alfred Baker	Z	140.61		140.61
43	Queens Platinum Jubilee	21/06/2022		Unity Trust Bank		Items bought for Platinum Jub	Alfred Baker	Z	66.95		66.95
44	Lengthsman Salary	21/06/2022		Unity Trust Bank		Lengthsman Salary	Alfred Baker	Z	156.00		156.00
45	Clerk Salary	21/06/2022		Unity Trust Bank		Clerk Salary	Karen Cramoysan	Z	1,334.97		1,334.97
46	Clerk Mileage	21/06/2022		Unity Trust Bank		Clerk's Mileage	Karen Cramoysan	Z	8.64		8.64
61	Clerk Expenses	21/06/2022		Unity Trust Bank		Clerk's Expenses	Karen Cramoysan	E	26.00		26.00
57	Allotment Water	22/06/2022		Unity Trust Bank		Allotment Water	Business Stream	Z	459.00		459.00
53	Queens Platinum Jubilee	28/06/2022		Unity Trust Bank		Donation for using St Joseph's	St Josephs Ashurst	Z	250.00		250.00
58	Bank Service Charge	30/06/2022		Unity Trust Bank		Bank Service Charge	Unity Trust	Z	18.00		18.00
47	Recreation Ground & Allotme	30/06/2022		Unity Trust Bank		Monthly Grounds Maintenance	Nightingale Grounds Mainten	S	223.00	44.60	267.60
48	Stationery	30/06/2022		Unity Trust Bank		Stationery	Viking	S	144.36	28.87	173.23
49	Planters	30/06/2022		Unity Trust Bank		Water Bowser for Planters	Karen Cramoysan	S	333.00	66.60	399.60
50	Clerk Mileage	30/06/2022		Unity Trust Bank		Clerk's Mileage	Karen Cramoysan	Z	12.96		12.96
51	Councillor Expenses	30/06/2022		Unity Trust Bank		Councillor Expenses	Sue Robinson	S	11.98	2.40	14.38
52	Allotment Pest Control	30/06/2022		Unity Trust Bank		Allotment Pest Control	Rokill	S	140.00	28.00	168.00
62	Storage	04/07/2022		Unity Trust Bank		Office Equipment Storage	Lok n Store Self Storage	S	80.00	16.00	96.00
63	Mobile Phone	15/07/2022		Unity Trust Bank		Mobile Phone	Tesco Mobile	Z	9.05		9.05
<b>Total</b>									<b>5,243.45</b>	<b>330.28</b>	<b>5,573.73</b>