

## MINUTES OF FULL COUNCIL MEETING OF THE PARISH COUNCIL

This meeting was held on at 6:45 on Tuesday 18<sup>th</sup> July 2023  
at Church Rooms, Deerleap Lane, Colbury

Attending: Cllr Caroline Hubbard (Chair), Cllr, Trevor Jakeman, Cllr Keith Nutburn, Cllr Caroline Smith, Cllr Clive White (Vice Chair), Karen Cramoysan (Clerk), 5 Members of the Public

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**26 Apologies** – Cllr Sue Robinson, Cllr Esther Sutherland, Cllr Joe Reilly (NFDC), Cllr Keith Mans (HCC)

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**27 Declarations of Interest** - None

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**28 Public Participation** – None

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**29 To Receive Minutes of the Full Council Meeting held on 20<sup>th</sup> June 2023 –**  
**RESOLVED:** Minutes of the Full Council Meeting held on 20<sup>th</sup> June 2023 were received and signed by the Chair, proposed by Cllr White and Seconded by Cllr Smith.

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**30 Matters Arising At Chair's discretion (if not covered by agenda below)**

**Sensory Garden** - Councillor Hubbard advised that she hadn't yet heard back from Go Botanical regarding the sensory garden plants and that this item would be deferred to the September agenda.

**Planters** - Further to the article published in the magazine about lack of watering volunteers and not planting up the planters with new bedding plants this year, a resident donated some home-grown bedding plants and didn't want them to go to waste and these have now been put into the planters. After our last appeal, 3 additional volunteers also came forward to offer their services in helping to water the planters – the eldest volunteer is 87! Julie Harding has set up a rota which will ensure that the plants are kept alive during the summer months.

**Graffiti on the Ashurst sign** – has now been removed by the Lengthsman.

**Old Recreation Ground Noticeboard** - The Lengthsman has installed this in the Allotments on the side of the toilet block replacing the one that was removed last year.

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Signed:

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**31 Reports****a. District and County Councillors**

**Derek Tipp – NFDC** – said that he (as well as Cllr Reilly), had also been appointed onto the NFNPA. He corrected the June minutes which stated that Cllr Reilly had been appointed onto the Planning Committee and advised that Committee Members for the NFNPA will be appointed in October.

Cllr Tipp advised that he has been appointed as a Cabinet Member for Planning and Economy for NFDC. The Planning side is Strategic Planning (not planning applications), looking at the Local Plan and Building Control regulations etc. The Economy side will be looking at improvements to local high streets and regeneration schemes to improve footfall in Totton and other town centres if funds allow.

Since he last saw us in May, Cllr Tipp said that he had attended the recent public consultation on the A326 widening and advised that as long subject to funding, the A326 will be widened to Dual Carriageway from Totton to Marchwood and works are anticipated to commence from 2026.

There is a new garden waste collection service coming in April 2024 costing £65 (plus a one-off charge of £25 for supply of the bin) using a black bin with a brown lid. The new 240 litre wheeled bin replaces the current reusable bag and the bin holds twice the amount of waste than the bags hold. Residents joining the new service in the autumn this year will be offered the bin free of charge and the bins will be delivered to residents between January and March 2024.

Councillor Tipp told Councillors about the following incentives in the New Forest; The rural England Prosperity Fund. New Forest has been allocated £540,000 for years 23/24 and 24/25. It is a capital grant fund supporting business and community infrastructure. It will require 50% to be funded by the organisation. Grants are from £5000 to £40000.

Shop Doctor scheme has recently been introduced and is where local shops in certain designated areas can sign up to allow a mystery shopper to come in and see what the service is like and then report back to the shop owner. It is a free service.

There was recently an event in Lyndhurst was for new business ventures to make a pitch before a panel of judges for a small prize of £1000. It was in the style of the TV show Dragons Den, though much friendlier. This was another way to raise the profile of new local businesses.

**b. Committee Chairs/Working Parties –No Reports****c. Parish Councillors** - Councillor Jakeman advised that he had attended the new Councillors Planning Course recently and found it very interesting.

**d. Neighbourhood Watch**

Mandy Evans reported that Neighbourhood Watch recruitment continues to grow their membership with 60 people signed up to Ourwatch this month meaning that more roads are covered. It is recommended that all residents sign up to Ourwatch as up to date information will be circulated if the Coordinator stops and has a wealth of information online about personal safety and security and could offer a reduction in house insurance if a NW membership number is given. Address details can also be updated if they move house.

This month, Mandy's team have been talking to residents. Some residents who hadn't joined said that they either didn't know that there was a NW scheme in their area, or if they did, then they didn't know how to join. 52% of all crime is online or on the telephone so the NW profile needs to be increased

There are two cases of criminal activity to report. One was theft from a house having an extension being built. A white van pulled up early in the morning and the occupants helped themselves to building equipment picked up by CCTV from the neighbour opposite. The second was a bicycle was taken from where it had been left on grass at the bottom of Ashdene Road. Two adult males were seen and one got on it a rode off, witnessed from a distance by a resident and reported.

On Sunday, Mandy received reports of lads acting suspiciously. They went into Elmtree Close and were there for some time so a neighbour went to have a look and found a couple hiding in the hedge who then ran off towards to Co-op

The Police will be holding two more bicycle marking sessions next Monday 24 July. They will be in Lyndhurst car park from 9.30 -11.30am then outside Cycle Experience in Brockenhurst between 1 – 3pm.

**32 Clerk's Report**

The Clerk advised that the old noticeboard has been installed at the allotments on the side of the toilet block, and the graffiti on the Ashurst sign has been removed by the Lengthsman.

The Clerk now has authorisation from the Area Manager about the Defib and will contact local electricians for quotes.

Allotments – Councillor Torkington has met with two prospective tenants and they have taken on plots. Both plots need a lot of work doing to them to get them upto standard. Allotment inspections will happen during the summer and also the judging of the best allotment plot.

The Clerk gave thanks to Cllr Mans as we've now received the £750 grant money from HCC for the replacement Fire Engine and this has now been ordered with the supplier.

**33 Policy****a. 1) To Review and Re-adopt Planning Terms of Reference**

**RESOLVED:** All Members agreed to re-adopt the Planning Terms of Reference

**2) To Review and Re-adopt Open Spaces Terms of Reference**

**RESOLVED:** All Members agreed to re-adopt the Open Spaces Terms of Reference, but that meeting should be held every 8 weeks.

**3) To Review and Re-adopt Fete Working Party Terms of Reference**

**RESOLVED:** All Members agreed to rename the Fete Working Party Terms of Reference to Community Engagement Terms of Reference.

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**34 Community & Environment****a. Recreation Ground Drainage Survey**

**RESOLVED:** Councillor Jakeman updated all Members about the findings of the drainage survey. It was found that all pipework allowed water to run through freely, but the pipework was not serviceable due to roots and debris in the pipes. The pipe underneath the play area has dropped by 1 metre. The work needed to rectify these problems is quite expensive therefore all Councillors **AGREED:** that Councillor Jakeman go back to the other companies contacted for survey quotes, to see what their prices would be for clearance works to the pipes. Item deferred to the September agenda.

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**b. Allotments**

- 1) To agree to purchase an A4 Frame for certificate  
**RESOLVED:** All Councillors were happy for the Parish Council to purchase an A4 frame for the award certificate. The spade and certificate will be presented to the winner of the best plot at the BBQ on 23<sup>rd</sup> September. Clerk will get the frame and spade engraved.
  - 2) To discuss clearance of Mares Tail from allotments  
**RESOLVED:** All Councillors agreed to the Clerk obtaining quotes for Mares Tail spraying at the allotments and Recreation Ground.
  - 3) To discuss putting up signage re waste pile  
**RESOLVED:** All Councillors agreed to the Clerk making some laminated signage to be mounted on a stake near to where the old dump pile was situated. Wording for the sign is to be; Please do not dump your waste here – Take it home.  
Councillors to look at wording for the tenancy agreements at the September meeting for this to be incorporated.
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**c. Summer Fete Working Party Update**

Councillor Hubbard advised that Working Party Meetings are still progressing well, although a new Tug of War rope needed to be purchased as ours has gone missing. It hasn't been used since 2019.

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**d. Recreation Ground**

- 1) To agree quotes for removal of slide – **RESOLVED:** item deferred until the other two quotes are received in.
  - 2) To agree quotes for replacement of goalposts - **RESOLVED:** All Councillors were happy to go ahead with the quote for £525.12 for the replacement goal posts. Clerk will contact contractor and book in a date for installation.  
It was also discussed that the verges around the park are long and the Clerk was asked to contact the Grounds Maintenance contractor to ask if these could be cut along with a cut of the Recreation ground the week before the Summer Fete.
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**35 Finance****a. To Approve Online Payment Schedule dated 18<sup>th</sup> July 2023.**

**RESOLVED:** The Online Payment Schedule for 18<sup>th</sup> July 2023 was approved.

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**b. To Ratify Approval of Online Payment Schedules for 28<sup>th</sup> June 2023 and 15<sup>th</sup> July 2023. **RESOLVED:** These were presented to Councillors and all Members ratified the expenditure.****c. To Receive Income & Expenditure Reports from 20<sup>th</sup> June 2023 onwards.**

**RESOLVED:** The Income & Expenditure Reports from 20<sup>th</sup> June 2023 onwards were received and agreed by all Members.

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**d. To Approve Q1 Bank Reconciliation – item was deferred to the September meeting as the Clerk was unable to access the Unity Trust bank account and download the statements. A new Bank Mandate has been signed by Councillors Hubbard, Robinson and White authorising the Clerk to be added onto the bank account and the old Clerk to be removed.****e. Magazine – item deferred to the September agenda as Councillor Torkington was unable to attend the meeting.**

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**36 Future Meeting Dates**

- a. **Planning Committee 15<sup>th</sup> August 2023, 6:30pm (if needed)**

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**Open Spaces Committee 30<sup>th</sup> August 2023, 2.30pm**

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**Planning Committee 19<sup>th</sup> September 2023, 6:30pm**

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**Full Council Meeting 19<sup>th</sup> September 2023, 7.00pm**

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**Meeting Closed at 7.56 pm**