

DRAFT MINUTES OF FULL COUNCIL MEETING OF THE PARISH COUNCIL

This meeting was held on at 6:45 on Tuesday 19th September 2023
at The Church Rooms, Deerleap Lane, Colbury

In Attendance: Cllr, Trevor Jakeman, Cllr Keith Nutburn, Cllr Sue Robinson, Cllr Caroline Smith, Cllr Esther Sutherland, Cllr Bobbie Torkington, Cllr Clive White (Vice Chair)
Karen Cramoysan (Clerk), 8 Members of the Public

37 Apologies – Cllr Caroline Hubbard (Chair), Cllr Derek Tipp (NFDC), Cllr Keith Mans (HCC)

38 Declarations of Interest - None

39 Public Participation – None

40 To Receive Minutes of the Full Council Meeting held on 18th July 2023

RESOLVED: Minutes of the Full Council Meeting held on 18th July 2023 were received and signed by the Chair, proposed by Cllr Sutherland and Seconded by Cllr White.

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

Sensory Garden – There has been no response from Go Botanical regarding the sensory garden plants. This item will be deferred to the October agenda.

Planters – Julie Harding contacted the Chair to ask if she can purchase bulbs for the planters. Councillors agreed £50 maximum to be allocated for bulbs, but to postpone planting until a decision has been made about whether to site the Christmas tree in the planter.

NFNPA Planning Committee 26th September 2023 – The Ashurst Hospital site is up for discussion at this meeting. It is hoped that Councillor Hubbard will be able to attend on behalf of the Parish Council.

Mares Tail in Allotments - The Grounds Maintenance Contractor is reluctant to use heavy duty chemicals on the Mares Tail, especially in an area where crops are being grown. He has suggested that the worse areas are covered with heavy duty matting.

The Clerk still has to make some signs asking plot holders not to leave their waste on site.

42 Reports

a. District and County Councillors

Joe Reilly – NFDC – updated Cost of Living advice is now on NFDC website; they have also been working with Community Energy South for a discounted solar panel installation scheme for residents.

On 11th September 2023, NFDC officers were part of a multi authority venture in Lyndhurst which included Hampshire Police, Forestry England, National Park Authority, Lyndhurst Parish Council and Minstead Parish Council to check that vehicles carrying waste had a license to do so. 89 vehicles were checked; 8 notices were issued to vehicles that didn't produce a waste carriers' licence. The police issued notices to 11 vehicles for multiple offences and one vehicle was seized for having no insurance.

Remember, you are responsible for making sure your waste is collected and disposed of by a registered waste carrier - see how you can check and help prevent waste crime at <https://newforest.gov.uk/article/1018/Fly-tipping#h26>

b. Committee Chairs/Working Parties – No Reports

c. Parish Councillors - No Reports

Signed:

d. Neighbourhood Watch – Mandy Evans

The 2 bicycles left leaning on the fence by the railway line at the bottom of Holly Road, were left out for the scrap man. There is no need to leave bikes out for scrap as the New Forest Bike Project in New Milton repair, restore, recycle and relocate bikes and give them to those in need by referral. They also sell bikes and do free 'Fix and Learn' sessions to help people learn about maintenance. The NF Bike Project is grateful for any bikes or parts which can be reused.

The blue and yellow bike that was left at the bottom of Ashdene Road hill and taken by two men was eventually returned to its grateful owner by a lady who said she had found the bike by calling our Parish Clerk, Karen, after reading about it in the Parish Magazine.

A gentleman reported that at the start of the school holidays, 3 lads in hoodies were throwing large branches over his fence and he was worried about damage to his carport and car. The youths got the branches from the path along the main road and had been left in the hedge by the path from recent tree works. The gentleman has removed them.

The Neighbourhood Watch stall at the fete was well supported by NW Coordinators and had a steady stream of visitors who had a chat and took information leaflets.

Unfortunately, PCSO Richard's Police Car was needed for police business but he came on his push bike. NW thanks the Parish Councillors for all the hard work in setting up the fete and are looking forward to attending next year. NW have given a £30 donation to the Parish Council's chosen charity, The Hampton Trust.

This month we are focusing on burglary prevention with 'Think Like a Burglar' and the WIDEN initiative. WIDEN is the acronym for windows, interior, doors, exterior and neighbours. There will be an article in the next edition of the Parish Magazine. I have some Vibration Sensor alarms which stick on your window or door and are very sensitive to movement if anyone is trying the door. The noise is incredible and enough to put any burglar off. They are £5 and police issue these to people most at risk.

43 Clerk's Report

The Clerk advised that the Parish Council has passed the AGAR (external Audit), that she has found 2 contractors to quote for the precinct bench replacements and that there is now an electrician ready to install the new defib once received from SCA.

44 Policy**a. 1) To Confirm the addition of Councillor Torkington to the Bank Mandate**

RESOLVED: All Members agreed to add Councillor Torkington to the Bank Mandate in order to be able to view magazine payments coming through.

2) Insurance Renewal

RESOLVED: All Members were made aware that the Council's insurance has been renewed.

45 Community & Environment**a. To Receive Open Spaces Meeting Minutes of 30th August 2023**

RESOLVED: The minutes of the Open Spaces Meeting of 30th August 2023 was received by all Councillors. It was noted that some of the stepping stones along the treehouse have been vandalised and that the algae hasn't yet been cleared from the play area by the Lengthsman. The Clerk will contact Andy Frost Design re the stepping stones and the Lengthsman to clear the algae build up. Councillor Torkington advised that the bottom part of the noticeboard underneath our locked one outside the Co-op is looking old and tatty and either needs replacing or removing. Councillors asked the Clerk to contact the Area Manager of the Co-op to see if they would sponsor the cost of replacing this small part of noticeboard. Councillor Torkington will also take a photograph of the current notice displayed on this board, so that the Clerk can make new signage.

b. Recreation Ground Drainage

Councillor Jakeman advised that Drain Rescue have spent two days this week carrying out the pipe work clearance. The first day they removed a large concrete slab from the grassed area (it was thought to be part of the original pathway) which had broken a section of the pipe underneath it due to the weight. This part of the pipe underneath was broken in 3 places. The second day concentrated on cutting and removing the vast majority of the protruding roots in the pipework. The work is now finished and the water flow throughout the pipework is much improved. Drain Rescue will send in some recommendations involving small sections of the pipe which will need to be re-lined. Councillor Robinson will email Natalie Walter at NFNPA to let her know that the works have been carried out.

c. Grounds Maintenance Update – The Clerk gave a verbal update following the meeting between William Webb of Nightingale Groundcare, Councillor Hubbard and the Clerk held on Friday 15th September 2023. The current contract, agreed in 2018, is now not sufficient. A new quote has been produced which incorporates an increase in cuts at both the Allotments and the Recreation Ground and extra works. It will cost an extra £72 per month. This will be presented to Councillors at the October meeting for approval.**d. Summer Fete Update** – Councillor Robinson advised that it was a very successful event and very well attended by residents. Stall holders have contacted her to say it was an enjoyable day and they would like to return next year. Some have already made a donation to the Hampton Trust. The Parish Council collected £110.06 from the raffle to be donated to the Hampton Trust. The Working Party will have a follow up meeting in the next couple of weeks.**e. Recreation Ground****1) To Ratify Quotes for Removal of Slide –**

RESOLVED: Councillors agreed with the Open Spaces Committee decision to appoint Clive Dibden Agriculture to remove the slide at £1675.00. As requested by the Open Spaces Committee, Clerk advised them of the extra £660 cost involved if the area was to be turfed instead of seeded - Councillors agreed to the original quote.

2) To ratify Purchase of Flag & Flagpole for D-DAY 80th Anniversary –

RESOLVED: Councillors agreed with the Open Spaces Committee decision to purchase a flagpole for the Recreation Ground commemorating the 80th anniversary of D-DAY. Councillors Jakeman and Nutburn will look into the different size and specifications of flagpole and come back to the Clerk with costings. Item to be added to the October agenda.

3) To Set up a Working Party to Obtain New Play Equipment Quotes

RESOLVED: Councillor Sutherland offered to Chair this Working Party, helped by Councillors Jakeman, Nutburn, Torkington and White. Councillor Sutherland will look into grant opportunities to fund this. Working Party dates to be arranged.

f. Installation of Christmas Trees & Lights in Precinct

The Clerk advised the Full Council about her Health & Safety concerns in allowing non-qualified people to climb onto slippery rooftops to install the light motifs and Christmas trees. At the recent Open Spaces meeting, the Committee had agreed to look at other options e.g., the feasibility of placing a Christmas tree into the large planter. After a robust discussion, it was **AGREED** that Councillor Nutburn will look into the costing of hiring a cherry picker from his contact who installs the Romsey Christmas lights.

Item deferred to the October meeting.

g. To Set up a Working Party to Organise the Christmas Event

RESOLVED: All Councillors wanted to be on this Working Party which would be chaired by Councillor Robinson. First meeting date to be arranged.

35 Finance

a. To Approve Online Payment Schedule dated 19th September 2023.

RESOLVED: The Online Payment Schedule for 19th September 2023 was approved.

b. To Ratify Approval of Online Payment Schedules for 2nd, 7th & 15th August and 7th & 15th September 2023.

RESOLVED: These were presented to Councillors and all Members ratified the expenditure.

c. To Receive Income & Expenditure Reports from 18th July 2023 onwards.

RESOLVED: The Income & Expenditure Reports from 18th July 2023 onwards were received and agreed by all Members.

d. To Approve Q1 Bank Reconciliation –

RESOLVED: Q1 Bank Reconciliation was received by all Members.

e. Magazine

Councillor Torkington advised that the magazine is running well, but the percentage of adverts particularly full-page adverts was more than articles. She has spoken to John at TLC who produces the magazine for us and he has negotiated a special rate with his supplier for an increase of 4 pages at £50. Item to be added to the October agenda for this to be agreed.

36 Future Meeting Dates

a. Planning Committee 17th October 2023, 6:30pm

Full Council Meeting 17th October 2023, 7.00pm

Open Spaces Committee 1st November 2023, 2.30pm

Meeting Closed at 8.01 pm