

## DRAFT MINUTES OF FULL COUNCIL MEETING OF THE PARISH COUNCIL

This meeting was held on at 7:00pm on Tuesday 16<sup>th</sup> January 2024  
at The Church Rooms, Deerleap Lane, Colbury

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

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**58 Apologies –** Cllr Caroline Smith, Cllr Joe Reilly (NFDC),

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**59 Declarations of Interest -** None

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**60 Public Participation –**

One resident mentioned that she was concerned how dark it was in Ashurst since HCC had dimmed the street lights and was worried about safety of people being able to see where they were walking. She understands the need for HCC to reduce their costs but is concerned that once HCC further reduce the times of the street lights it could cause further safety concerns. Already her bin bags are missed in the winter months as NFDC operatives can't see them to collect them when it's so dark.

Another resident mentioned that since Deerleap Lane had been resurfaced, there is now a safety issue as there is a drop into the ditch where the tarmac finishes. There is no pavement along this stretch of road, so people have to walk close to the edge of the road. Some residents had reported falling and twisting their ankles. Our local MP has also been made aware of this.

*\*\* Both concerns were directed to the HCC Councillor and Councillor Mans said that he had a meeting next week with colleagues from the roads dept and would mention this to them. He also urged all residents to complete the HCC Future Consultation which is currently open and closes on 31st March 2024. The Clerk advised that she had already shared this on the Parish Councils Facebook page but would share this again to the local Facebook group so that residents are aware that this is currently happening and ask them to complete the survey. \*\**

A third resident mentioned that since work has been happening at one of houses just behind the enclosure, there has been a skip outside the premises that is used freely by dog walkers. Since this skip has been there, there has been a massive reduction of litter around the enclosure and wondered if the Parish Council could look into placing a bin in this location. Councillors advised him that unfortunately from April 2023, NFDC will be charging £4500 for the 2 bins that the Council already provides and it would be too costly to add another bin in this area. Councillor Robinson advised that she would write an article for the next edition of the magazine explaining to residents about why the precept was increased this year.

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**61 To Receive Minutes of the Full Council Meeting held on 21<sup>st</sup> November 2023**

**RESOLVED:** Minutes of the Full Council Meeting held on 21<sup>st</sup> November 2023 were received and agreed by all Councillors as a true and accurate record. These were then signed by the Chair,

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

**Planters –** Cllr Hubbard advised that 170 tulip bulbs and pansies were planted in November. The Council thanks go to Resident Julie Harding for purchasing and donating the pansies and to the other residents who are busy growing flowers in their greenhouses for us ready to be planted in the summer.

Councillor Sutherland advised that she had emailed NFDC about CIL funding but was out of time to apply for it this time as it had to be match funded. Councillor Sutherland will look again when the next round of funding has opened.

Councillor Hubbard attended the NFALC meeting in December and advised that the proposals Brice Stafford mentioned at our November meeting had been accepted. Councillor cannot attend the next meeting on 18<sup>th</sup> January and asked if anyone could attend in her place.

Councillor Mans was thanked again for his generous donation towards the new Fire Engine and he will send in a photograph of him beside the new engine for inclusion in the next magazine.

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There is a vacancy on the Planning Committee due to Councillor Nutburn standing down and Councillor Hubbard asked if any Councillors would like to take this place.

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Signed:

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

**Keith Mans – HCC** – said that the County Council are facing a shortfall of £132 million pounds this year due to shortages in funding from the Government and said the Future Services Consultation that has now opened and will run until 31<sup>st</sup> March 2024. A lot of County Councils are in the same position and some are worse off. As a County, HCC have been very prudent over the last few years and have fallen back on their reserves.

Hampshire County Council have launched a new APP called OurHants where residents can report any concerns, emergencies, road problems, potholes, fly tipping, concerns about children or adults and book visits to their local recycling centres, pay invoices, apply for a blue badge, permits or apply for jobs. App can be downloaded from your app store on your phone.

*\*\* Councillor Torkington will put an article in the next edition of the magazine and the Clerk will put a post on our Facebook page to let residents know about this. \*\**

The County are still trying to repair potholes, either temporarily or permanently. Councillor Mans has asked that residents still keep reporting them otherwise they may not be aware that they are there.

*\*\* Cllr Mans left to go to his next Parish Council Meeting \*\**

**Derek Tipp – NFDC**

**Free Business Advice** - NFDC are offering free business advice for new businesses and residents thinking of starting a business or becoming self-employed.

The scheme has received funding from the UK Government through the UK Shared Prosperity Fund, and this service is completely free of charge to New Forest residents or businesses.

More info about this can be found at; [https://newforest.gov.uk/article/3479/Free-business-advice-to-entrepreneurs?fbclid=IwAR18qIIXhMEfqUMXVWhBJ9K3-B-in18CSMHxuQcRx\\_r2VGmLgcjtSa9LEEs](https://newforest.gov.uk/article/3479/Free-business-advice-to-entrepreneurs?fbclid=IwAR18qIIXhMEfqUMXVWhBJ9K3-B-in18CSMHxuQcRx_r2VGmLgcjtSa9LEEs)

**Shop Doctor Scheme** - The New Forest Shop Doctor scheme is running again. The programme aims to improve the customer experience in identified town centres throughout the New Forest through a series of Shop Doctor (Mystery Shopper) visits to participating high street businesses. Independent retail and hospitality businesses across the district are encouraged to take part. The Shop Doctor provides a rare opportunity for independent retail and hospitality businesses to see their business as their customers do and learn how to enhance their experience so the customer keeps coming back. This happens through 'mystery shopper' visits to participating businesses, followed by a confidential report to the business owner or manager, a certificate of participation and the opportunity to attend an online event which will help businesses provide the best customer experience. Eighty businesses from Hythe, New Milton & Barton on Sea, Brockenhurst, Lyndhurst and New Milton took part in the 2023 Shop Doctor programme. There is no cost to participate in the programme as this is a New Forest District Council sponsored business support initiative. There are a limited number of places on the New Forest Shop Doctor programme so businesses shouldn't delay contacting [jim.smith@insight6.com](mailto:jim.smith@insight6.com). This project is funded by the UK government through the UK Shared Prosperity Fund.

**Community Infrastructure Levy** – The closing date for the last round was 8<sup>th</sup> December 2023.

**Empty homes Council Tax Premium** – NFDC are committed to reducing the number of empty properties. Properties that have been empty and unfurnished for more than two years are charged a premium of 100% on top of the full Council Tax. Where a property has been empty and unfurnished for more than five years, a premium of 200% applies on top of the full Council Tax. Where a property has been empty and unfurnished for more than ten years, a premium of 300% applies.

Second homes/holiday homes will see a 100% increase straight away.

**Local Plan** – The Local Plan is currently being reviewed. This happens every 5 years and takes around 20-30 months to finish. New building sites will be reviewed within this plan.

*\*\* Cllr Tipp left the meeting \*\**

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**b. Committee Chairs/Working Parties** – Nothing to report.

- c. Parish Councillors** – Councillors Hubbard, Jakeman and Robinson attended the Emergency Planning and Resilience course run by Hampshire Association of Local Councils last week. They all found the course extremely enjoyable and helpful in how to set up a Resilience Plan. An item will be put on the February agenda for a Working Party to be formed to get the plan in place.

- d. Neighbourhood Watch – Mandy Evans** – said that she had been putting up posters on lampposts to make residents aware about the Neighbourhood Watch event being held at Happy Cheese on Monday 22<sup>nd</sup> January 2024 at Happy Cheese pub starting at 7:30pm. There will be a joint Police and Neighbourhood Watch surgery on Tuesday 23<sup>rd</sup> January at 11am at the Happy Cheese.

Mandy also handed out Immobilise flyers to members of the public at the meeting and Parish Councillors. This scheme helps residents to register their belongings on Immobilise which is the free national property database and will help police re-unite residents with their belongings should they be stolen. Any item can be registered from toys to tools and mobiles to motor homes. If an item is then stolen, residents can inform the police at [www.hampshirepolice.uk/immobilise](http://www.hampshirepolice.uk/immobilise) to update the item's status. If an item is registered on immobilise then it's more likely to be handed into the police and then traced back and returned to you.

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**54 Policy**

- a.**
- 1) To Review and Adopt Noticeboard Policy**  
**RESOLVED:** Councillors reviewed the new Noticeboard Policy and unanimously agreed for this to be adopted.
  - 2) To Review and Re-adopt; Training & Development Policy, Communication Policy, Email/Contact Privacy Policy, Code of Conduct**  
**RESOLVED:** Councillors reviewed all Policies and unanimously agreed for these to be re-adopted. Cllr Hubbard asking that the wording in the Communication Policy was changed from Chairman to Chair. Clerk will amend this.
  - 3) To Agree a Date for the Annual Parish Meeting**  
**RESOLVED:** Councillors unanimously agreed for the Annual Parish Meeting to be held before the Full Council Meeting on Tuesday 16<sup>th</sup> April 2024. Suggested time is to be 6pm-7.25pm depending on attendees. Details will be finalised at the February meeting. Councillor Torkington will put an article in the February edition of the magazine and the Clerk will organise putting an event on Facebook.

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**55 Community & Environment**

- a. Recreation Ground**
- 1) Removal of Slide** - The Clerk advised that the contractor had been hampered by the wet weather in November & December and had been unable to complete this. It is hoped that removal will be sometime this month.
  - 2) Fire Engine Replacement & Repair of Stepping Stones** – The Clerk advised that the new Fire Engine and repair of stepping stones had been done on 20<sup>th</sup> December 2023. It has been very well received by residents. Councillor Mans will send in a photograph of himself next to the Fire Engine for inclusion in the February magazine as he had given the Parish Council a grant of £750 towards this.
  - 3) Idea from resident re request in October magazine asking for ideas** – This item has been deferred to the Open Spaces agenda. The meeting will take place on Thursday 25<sup>th</sup> January 2024 at 2:30pm..

**b. Allotments**

- 1) To Discuss Request from Plot 8b to make Plot 8A and 8B into a Full Plot  
**RESOLVED:** Councillors unanimously agreed to this request. Plot holder will be notified by Clerk.
- 2) To Discuss Request from Plot 20A to take on an additional plot  
**RESOLVED:** Councillors unanimously agreed to this request. Plot holder will be notified by Clerk.
- 3) To Discuss Request from an ex-tenant to have a half plot  
**RESOLVED:** Councillors unanimously agreed to this request. Ex Plot holder will be notified by Clerk.

An article will be put in the next edition of the magazine to let residents know that we have vacant allotment plots. Clerk will also speak to Totton & Eling Town Council about their Allotment Terms & Conditions.

**c. Precinct – To Review the Quote from JS Arnold for replacement of benches**

**RESOLVED:** Councillors unanimously agreed to the quote of £698.12. Clerk will arrange bench delivery to Cllr Hubbard and contact HCC re the works licence.

**d. Bottom Noticeboard Replacement outside Co-op** – The Clerk advised that the Lengthsman has been unwell, so will get this sorted once he is better. The Parish Council would like to thank the Co-op who have agreed to fund the whole replacement of £120.00.**e. Replacement of Defib Cabinet Outside Co-op** – The Clerk advised that this is going ahead on Friday 19<sup>th</sup> January 2024.**f. Christmas Event** – Councillor Nutburn advised that it was a very well attended event (about 60 people turned up) everyone enjoyed themselves and stayed on at the Forest Inn for the remainder of the evening. Councillor Torkington said that St Josephs would like to be involved in this year's event and they had advised that some residents had turned up there thinking it was happening at St Josephs again.**g. Best Dressed Christmas House & Bungalow** – Winners were 62 Lyndhurst Road and 52 Ashdene Road and were presented with their hampers before Christmas. Councillor Torkington will put an article and photos in the February edition of the magazine.**h. Christmas Lights in Precinct** – Councillor Nutburn suggested that a Working Party is formed at the February meeting so that there is enough time this year to get preparations underway and time for residents to be consulted about the costings involved about putting up lighting in the precinct.**56 Finance****a. To Approve Online Payment Schedule dated 16<sup>th</sup> January 2024**

This was presented to all Councillors and **APPROVED**.

**b. To Ratify Approval of Online Payment Schedules 21<sup>st</sup> & 24<sup>th</sup> November & 7<sup>th</sup> & 15<sup>th</sup> December 2023 and 2<sup>nd</sup> & 11<sup>th</sup> January 2024**

These were presented to all Councillors and **APPROVED**

**c. To Receive Income & Expenditure Reports from 21<sup>st</sup> November 2023 onwards**

These were presented to all Councillors and **APPROVED**

**57 Future Meeting Dates**

**Open Spaces Meeting – 25<sup>th</sup> January 2024 at 2:30pm** (being held in the Colin Room)

**Planning Committee – 20<sup>th</sup> February 2024 at 6:30pm**

**Full Council Meeting – 20<sup>th</sup> February 2024 at 6:30pm**

**Meeting Closed to the Public at 8.10 pm for the Confidential Item.**