

MINUTES OF FULL COUNCIL MEETING OF THE PARISH COUNCIL

This meeting was held on at 6:45pm on Tuesday 19th March 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, Karen Cramoysan (Clerk), 5 Members of the Public

81 **Apologies** – Cllr Caroline Smith, Cllr Clive White, Joe Reilly (NFDC)

82 **Declarations of Interest** - None

83 **Public Participation** –

Resident advised about the problems of parked cars along Whartons Lane. She has contacted Bluestar, PCSO and HCC Transport Manager and has asked for the Parish Council's support in contacting HCC to ask for double yellow lines along the stretch of Ashdene Road-Whartons Lane and New Road-Ashdene Road. Item about this further along in the agenda.

84 **To Receive Minutes of the Full Council Meeting held on 20th February 2024**

RESOLVED: Minutes of the Full Council Meeting held on 20th February 2024 were received and agreed by all Councillors as a true and accurate record. Proposed by Councillor Sutherland and seconded by Councillor Nutburn. These were then signed by the Chair,

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

Foxhills Federation – Cllr Hubbard advised that she, Councillors Jakeman and Sutherland had met with the Pupil Voice at Foxhills on 15th March and gave a presentation on the new proposed play area at Whartons Lane Recreation Ground. The plans will be available for everyone to view at the event being held before the Annual Parish Meeting on April 16th. 4pm-6pm. Councillor Hubbard will also be meeting with the Deputy Head of the school after Easter to show them the allotment plot.

Co-op Noticeboard – The bottom noticeboard has now been replaced by the Lengthsman.

Internal Audit – Councillor Hubbard thanked the Clerk for another clean internal audit.

86 **Reports**

a. **County Councillors – Keith Mans - HCC** advised that the County Council had had their Budget Setting Meeting and that Council Tax bills would soon be delivered to households. He explained that the finances of all County Councils are stretched and this was having a knock-on effect. 70% of their budget is taken up with Social Care provisions which doesn't leave a lot for other services. As a County, Hampshire still have the second lowest Council Tax in the country. The Public Consultation asking for resident views on how the money is spent has been running since January will come to an end at the end of March

Education – After Covid there has been a decrease nationally in children attending school, however Hampshire is better than other areas.

Economy – Councillor Mans will receive his budget allocation for 2024-2025 at the end of May. Parish Council to contact him if they require a grant for anything.

Councillor Sutherland asked Councillor Mans if he could help with information about the gas leak along Hunters Hill, Colbury and if the County Council could step in to chase up the works as his has been going on for about 8 weeks and one lane is cordoned off. Councillor Mans said that it wouldn't necessarily be a County issue unless it affected pavements or damage to the roads, however, if the Parish Council wrote to the gas company, then he would be happy to follow this up with a letter from himself as the County Councillor.

Signed:

District Councillor - Derek Tipp – NFDC advised that NFNPA have received 1.3 million from a funding scheme which will go towards maintaining the New Forest habitats. The National Park is 258 hectares and sits over 25 sites.

New Forest Community Forum Event 27th March – Lyndhurst - Councillor Tipp advised Councillors that New Forest District Council are holding a Community Forum on 27th March at Lyndhurst and it will be an interesting event. (Councillors Robinson and Sutherland are attending from the Parish Council).

Economy –

- 1) The **Shop Doctor** scheme has now ended. 32 local businesses took part.
- 2) **Starting a Business** - NFDC are also helping people with starting a business, more details can be found on their website.
- 3) The **Rural England Prosperity Fund** is still open and will provide 50% of the capital. The scheme ends at the end of March.
- 4) **Apprenticeship & Skills Hub** – NFDC are looking for 50 businesses to sign up and take part in the scheme and would also welcome applications from people looking to join the apprentice scheme.
- 5) **Community Infrastructure Levy** – NFDC have received over 7 million which will be put towards green space developments. There are currently 26 projects happening in the District.

Flytipping – NFDC are considering installing covert cameras in fly tipping hotspots.

Councillor Nutburn asked Councillor Tipp about waste recycling and what figures the District is able to recycle. Councillor Tipp advised that most of the recycled waste is recycled, and what can't be is incinerated at Marchwood. The new wheeled bins come into effect in 2025 and from 2026, it is hoped that more products can be recycled.

Cllr Mans left the Meeting at 7:20pm

b. Committee Chairs/Working Parties –

- 1) **Play Area** - Councillor Sutherland advised that they had recently had their second Working Party meeting to discuss the new playground project and that herself, Councillors Jakeman and Hubbard had also met with the Pupil Voice at Foxhills and spoken to them about the plans for the new park and the open event which is being held on 16th April.
- 2) **Christmas Lights** – Councillor Nutburn advised that he hasn't organised a Working Party Meeting yet to discuss this.
- 3) **Whartons Lane Development** – Councillor Robinson advised that she has emailed the NFNPA Planning Officer Natalie Walter with questions about how the wording of the agreement will affect the Parish Council and the S106 funds and has not heard back as yet.

c. Parish Councillors – Nothing to report

d. Neighbourhood Watch – Mandy Evans advised that;

Street signs application - 15 lamp posts have been identified for NW signs HCC and SSE have been contacted and HINWA Chairman to take this up.

Passwords for utility companies - Residents can instruct all utility companies to use passwords when contacting them to ensure that the meter readers etc. are legit.

BT email asking customers to log in to view their bill came from a private email address
Any emails received can be forwarded to report@phishing.gov.uk

Tree surgeon – Reports have come in of a man visiting several homes in Woodlands Road saying a tree on their property was unsafe and urgently needed attention. He demanded an excessive sum of money to do the work and needed an immediate decision.

Activity in Foxhills, Whartons Lane and Ashdene Road - Residents reported that fences were cut and access gained to back gardens. Sheds and garages were broken into and items taken. For one property it was the third time in recent months. It was reported on Facebook, and Mandy has signed up new NW members have been signed up and sold several alarm padlocks.

159 – Residents can call 159 from any phone to call your bank directly if you get scammed
<https://stopscamsuk.org.uk/159>

Beat Surgery at Happy Cheese on 12th March - PCSO Richard Williams and PC Mark Roberts attended along with NW Coordinator Lorraine Bennett and me. We had two visitors.

Upcoming meetings - The first evening surgery will be held at St Joseph's on 9th April. Social evening and quiz at New Forest Hotel on 15th April.



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Clerks Report – In her report, the Clerk advised that;

- **Internal Audit** – This was carried out on 13th April and was passed.
- **Clerk's holiday** – Week commencing 25th March 2024 returning to work Tuesday 2nd April 2024.
- **ROSPA Inspection of Play Area** – has been booked for May
- **Community Payback Scheme** - . The Co-ordinator has been in touch and is ready to work with us again. Clerk to contact him for a meeting to discuss possible works.

88 Policy

- a.
- 1) **To Receive and Review the Risk Register**
RESOLVED: Councillors reviewed the Risk Register and this was approved.
 - 2) **To Review and Re-adopt; Sickness & Absence & Grievance Policies**
RESOLVED: Councillors reviewed and re-adopted both Policies.
 - 3) **Emergency Resilience Plan** – there had been no Working Party meeting as yet, but this has now been **RESOLVED:** and arranged for Thursday 18th April at 2pm at St Josephs
 - 4) **Annual Parish Meeting** – Clerk advised that so far she had 8 confirmed attendees, 2 possibles, and waiting to hear back from 6 organisations. Councillors Robinson and Hubbard will sort out the refreshments..
 - 5) **To Note the Clerk's Annual Leave w/c 25th March 2024 - RESOLVED:** all Councillors made aware of the Clerk's Annual Leave
 - 6) **To Note that the Lengthsman Scheme has been renewed unit 2026 - RESOLVED:** the Staff Working Party will meet on Tuesday 23rd April at 11am. Clerk to contact Colbury Church Rooms to find out if the room will be free.
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89 Village Design Statement

Councillor Robinson advised that the draft updated VDS will appear on the website for comments and will also be available to be viewed at the Annual Parish Meeting.

90 Community & Environment**a. Recreation Ground**

- 1) **Removal of Slide** - The Clerk advised that the slide has still not been removed and she has not heard back from the contractor with a date when this would be happening.
- 2) **To Discuss the New Playground Equipment Project - RESOLVED:** Councillor Sutherland gave an update earlier in the agenda under the Working Party heading and advised that there will be plans and quotes available at the Annual Parish Meeting.
- 3) **To Discuss the Hedgehog Gateway Project – RESOLVED:** All Councillors unanimously agreed to support this scheme and the £150 expenditure for purchasing 50 Hedgehog gateways.
- 4) **Play Area Algae Cleaning and Resurfacing** – The Clerk advised that the works had been carried out. Councillor Jakeman will check the area and report back to the Clerk in the morning to confirm that the invoice can be paid.

Cllr Tipp left the Meeting at 7:48pm

b. Allotments

- 1) **Vacant Plots – RESOLVED:** Councillor Jakeman let plot 29 at the weekend, which leaves 2 plots now vacant. Plot 17b (half plot) and plot 5 (full plot). It was **AGREED:** by all Councillors that if there are no more takers from residents by the end of April, then these would be offered to the people on the non-resident waiting list.
- 2) **Broken Paving Slab and Plot Numbers – RESOLVED:** Clerk advised that the Lengthsman had replaced the broken paving slab and was working on replacing the broken plot numbers. Clerk to contact Lengthsman to ask for the allotment water to be turned back on at the end of March.

Councillor Jakeman advised that a waste bag had been left by the toilets which was full of empty milk bottles. It could have been left by someone to collect but the Clerk will contact Tony Barron to see if he knows anything about it and if he could email plot holders.

Councillor Hubbard asked if the Clerk could contact the Lengthsman to turn the allotment water back on at the end of March.

- c. **Precinct – Installation of benches – update.** The Clerk said that HCC have advised that NFDC own the benches. The Clerk hasn't been able to confirm this and will email Councillor's Reilly and Tipp to see if they can clarify this.
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- d. **Bottom Noticeboard Replacement outside Co-op** – This has now been replaced. The Clerk will invoice Co-op for the replacement materials.
- e. **Request from Resident to contact HCC re Double Yellow Lines and Dangerous Parking along Ashdene Road-Whartons Lane and New Road-Ashdene Road** – **RESOLVED:** All Councillors agreed unanimously to support this request. The resident has spoken to HCC, Police, Bus Company and the Parish Council is happy to back this up with an email to HCC.

91 Finance

- a. **To Approve Online Payment Schedule dated 19th March 2024**
This was presented to all Councillors and **APPROVED**.
- b. **To Ratify Approval of Online Payment Schedules 20th February and 15th March 2024**
These were presented to all Councillors and **APPROVED**
- c. **To Receive Income & Expenditure Reports from 20th February onwards**
These were presented to all Councillors and **APPROVED**
- d. **To Receive and Review Quotes for Installation of Flagpole** – **RESOLVED:** The Quote for £115 from Fix up Look Sharp was agreed. Clerk will contact them and arrange an installation date.
- e. **To Note Correspondence from Lok N Store re Price Increase to £25 per week** – **RESOLVED:**
This was presented to all Members and approved.
- f. **To Discuss a Donation Amount for St Josephs** – **RESOLVED:** All Members agreed to giving a £100 donation to St Josephs to thank them for the room hire used for the various Working Party meetings. Councillor Torkington will speak to CeeCee to arrange the payment information.
- g. **Amendment to January Minutes - Q2 and Q3 Bank Reconciliations** – **RESOLVED:** Due to the Clerk's sickness in October & November and no meetings in December, the Q2 and Q3 Bank Reconciliations were presented to the Full Council in January and signed off but not minuted that these had been done.

- 92 Magazine – To Discuss Increasing Advert Prices due to Rising Costs** - Councillor White and Councillor Torkington have been looking at the monthly revenue generated by the Parish Magazine. At the moment the income is healthy and we are not running at a loss. We have a couple of companies that have not paid despite multiple reminders sent by the Clerk. At the moment, it is not deemed necessary to increase the advert prices but Councillor White would like to review this monthly and a decision may have to be made at a future date. TLC will be increasing their production costs by £45 per month from the April edition.

93 Future Meeting Dates;

Fete Working Party – Friday 12th April at 2pm, St Josephs

Emergency Resilience Working Party – Thursday 18th April at 2pm – St Josephs

Staff Working Party – Tuesday 23rd April at 11am - Colbury Church Rooms

- a. **Playground Regeneration Event – Tuesday 16th April 2024 at 4pm – Colbury Church Rooms**
- b. **Annual Parish Meeting – Tuesday 16th April at 2024 at 6:00pm - Colbury Church Rooms**
- c. **Full Council Meeting** (incorporating Planning if needed) – **Tuesday 16th April 2024 at 7:30pm – Colbury Church Rooms**

Meeting Closed at 8:10pm

ACPCmtg/Mins2024/19March2024/KC

Signed: _____