

MINUTES OF A MEETING OF LYNDHURST PARISH COUNCIL HELD AT LYNDHURST COMMUNITY CENTRE ON TUESDAY 13 FEBRUARY 2018 COMMENCING AT 7.15 PM

Present: Councillors M Rollé (Chairman), the Revd Dr C Wilkins (Vice Chairman), G Bisson, Dr P Burrows, T Dunning, F Green, K Kaljura, A Trend, S Se-Upara, C Willsher, A Wiltshire and P Wyeth.

Clerk/RFO: Mrs M Weston

In attendance: Two members of the public
Press representative (Lymington Times) part of the meeting.

157. Disclosures of Interest

The Chairman reminded Councillors of their responsibility to declare an interest in any matter on the Agenda where they might be considered to have a prejudicial interest. Councillors Bisson and Wyeth, as members of the NFNPA, declared an interest in Agenda Item 8, Minute 164.

158. Apologies for Absence

None (all present).

159. Public Participation

A local resident drew Councillors' attention to the new arrangement for the box gate opposite to Princes Crescent, out onto the open Forest. Whilst it is appreciated that all efforts to ensure safety of Forest livestock and dogs should be commended, the height of the new rail and wire fencing has meant that larger or less nimble dogs are not able to scramble under or over the rail and their owners are having to try and lift them over. This is not always an option. Councillor Bisson suggested exploring the idea of a "dog gate" similar to the one near the campsite at Ashurst.

RESOLVED: That as the ultimate responsibility for the design of the new gate lies with the Forestry Commission, the Clerk would write to Bruce Rothnie, as Deputy Surveyor, FC asking for a site visit to discuss options to make the new arrangement amenable to all. It was also noted that the work had been carried out by HCC, who would be copied into any correspondence.

160. Minutes of the January 2018 LPC meeting

The minutes of the Parish Council meeting held on 9 January 2018 were approved as a true and accurate record and signed by the Chairman.

161. Matters Arising

The Clerk asked that Councillors be very clear when making statements at meetings in order that there was no confusion in the detail when it came to her interpretation when composing the minutes. An alternative would be to record the minutes to ensure accuracy. It was noted that minutes must record what took place at the meeting and could not be changed due to the full facts not being given at the time.

Councillor Trend said she had not been present at the January meeting but would like to clarify that the residents of Emery Down would appreciate a representative from the Parish Council to lay a wreath at their Lychgate War Memorial on Remembrance Sunday. It was suggested that the person who had raised the query initially be invited to attend the next LPC meeting.

Councillor Wilkins said she was concerned regarding the social media protocol that had been adopted at the January meeting and felt that something more rigid was necessary with only one person representing LPC (probably the Clerk) posting information. It was explained that, as a resolution had already been passed, the only way that this matter could be taken forward without applying the time frame outlined in the Parish Council's standing orders would be for two Councillors to ask for a special item to be placed on the March Agenda. Councillors Bisson and Willsher indicated that they would be willing to put their names forward.

RESOLVED: That Councillors Bisson and Willsher provide the Clerk with the necessary signed confirmation in order that this matter could be further discussed at the March 2018 LPC meeting.

162. Committee Meetings

The minutes of the following Committee meeting held since the date of the last meeting were submitted and agreed:

Planning Committee meeting – Tuesday, 27 January 2018.

It was noted that Planning Application No 01097 – Coachmans Cottage, Goose Green regarding a porch and greenhouse, would be going to the NFNPA planning committee meeting on Tuesday 20 February 2018. LPC would not be represented.

163. District Councillor's Report

Councillor Wyeth, as District Councillor, gave her report as follows:

There have been changes to the Cabinet of NFDC, bringing in two extra cabinet members, with the District Councillors shown below being appointed to responsibility as follows:

Leader and Corporate Affairs – Councillor Barry Rickman
Planning and Infrastructure – Councillor Edward Heron
Finance, Corporate Services and Improvement – Councillor Jeremy Heron
Housing Services – Councillor Jill Cleary
Leisure and Wellbeing – Councillor James Binns
Community Affairs – Councillor Diane Andrews
Environment and Regulatory Services – Councillor Alison Hoare
Local Economic Development, Property and Innovation – Councillor Michael Harris

Councillor Wyeth reported that she had attended a recent meeting of the CSU/Cluster Groups at Ashurst Hospital. They would be going out to public consultation and would like to keep to specialising in the health of children. Councillor Wyeth had enquired about the possibility of a village hospital again and agreement was reached that this would be given consideration, although the main consideration was likely to be funding.

Both Councillor Wyeth and the Clerk had received a letter from the Post Office stating that they would be unable to provide a Post Office in the village. However, it was well known locally that a Post Office, albeit with limited services, would be opened shortly in the Co-op shop. The shop at the bottom of the village that had previously included a Post Office was no longer selling newspapers which meant there were no longer newspaper/magazine deliveries in the village.

Councillor Wyeth reported that the Police had requested an increase of over 12% in their budget but this was being challenged. HCC had put their budget request up by 6%, NFDC had requested 3%, with LPC's budget set at an increase of 8%. Councillor Bisson pointed out although the

percentage increase for LPC was more than double that of NFDC it was less than half in terms of monetary value. Councillor Wyeth stated that although this might be the case NFDC covered a far wider area and had many more services to provide.

Councillor Wyeth drew attention to the overhanging tree branches on the A35 in the direction of Bournemouth and also on the A337 in the direction of Brockenhurst. The potholes outside Anissa's Kitchen had been repaired a number of times but this, and a number of other similar cases, only amounted to patching and the repairs did not last long.

The Clerk agreed to report the overhanging trees and potholes as appropriate.

164. Draft NFNPA Local Plan 2016-36

Councillor Wilkins had circulated her thoughts to some Councillors regarding possible development of the land at the Lyndhurst Park Hotel and safeguarding of the hotel itself.

RESOLVED: That LPC's response be formulated on Friday 23 February, following Councillors' attendance at the GIS mapping workshop.

165. Annual Parish Meeting – Tuesday 20 March 2018

The Chairman requested that all Committee Chairman give a short presentation on work undertaken since the date of the last APM with, if required, some ideas for the future. It was noted that refreshments would be served after the meeting. It was also noted that the Parish Champion award would be made during the meeting.

166. Accounts

(a) Accounts paid or due for payment since the date of the last meeting were confirmed as follows:

Income received since the date of the last meeting to current account

HCC - Councillor devolved budget scheme grant	1500.00	0.00	1500.00
Landlord reimbursement re office carpet	667.50	0.00	667.50
Allotment Fees	117.00	0.00	117.00
Maintained grave fee	10.00	0.00	10.00
Cemetery Fees	880.00	0.00	880.00
Total	3174.50	0.00	3174.50

Cheques requiring endorsement

<i>Cheque no</i>		Net	VAT	Total
2718	ADH Cleaning & Maintenance Services	42.00	0.00	42.00
	<i>Office window cleaning</i>			
2719	Acorn Rural Training	730.00	0.00	730.00
	<i>Chainsaw course re maintenance</i>			

New payments by cheque

<i>Cheque no</i>				
2720	Came & Company	2347.05	0.00	2347.05
	<i>Parish Council insurance fees</i>			
2721	Mr A Wiltshire	41.12	0.00	41.12
	<i>Expenses re light bulbs for Chapel</i>			

2722	L&DCA <i>LPC & Planning meetings</i>	47.00	0.00	47.00
2723	Society of Local Council Clerks <i>Membership renewal</i>	195.00	0.00	195.00
2724	Advertiser and Times <i>Recruitment advertisement</i>	123.60	24.72	123.60
2725	Fireguard Services (NM) Ltd (NM) Ltd <i>Fire extinguisher servicing</i>	25.30	5.06	30.36
2726	Mrs M Weston <i>Salary and Expenses</i>	2,096.44	0.00	2,096.44
		5647.51	29.78	5652.57
	Direct debit payments - Utility Warehouse	31.27		31.27
	Direct debit payments - BT	45.48	0.00	45.48
	Total payments	5724.26	29.78	5729.32

(b) Bank Reconciliation:

The bank reconciliation since the date of the last meeting was confirmed as follows:

Financial Summary at date of meeting	Opening Balance	129892.53
	New income	3174.50
	Sub-total	133067.03
less	Uncleared cheques	0.00
	Sub-total	133067.03
less	Payments to be made	5729.32
	Closing Balance	127337.71

167. Staffing Matters

The Chairman, Councillor Willsher and the Clerk had considered 12 applications for the post of Administrative Assistant and had chosen four who they considered to be suitable for interview.

RESOLVED: That a panel consisting of the Chairman, Councillors Green, Trend and Willsher interview the candidates and that all candidates be asked to undertake an In Tray exercise and give a presentation.

168. Calendar

It was noted that the calendar, which would be distributed to every home in the parish, would be cost neutral to LPC. Entrants would be local to the New Forest and photographs should be taken within the parish. It would be stipulated that all entries must be of a high quality and high resolution. Publicity would be important. Judges would be sought, possibly three in number.

169. Correspondence

Email from Sally Hickman asking for LPC assistance to bring about a change in the speed limit on the A337 so that it is taken well back beyond the entrance to Broughton Road in both directions. Sally Hickman is not just concerned regarding the entrance/exit to Broughton Road but also the

fact that walkers cross the road to gain access through the gate to the open forest land on the golf course. This seems to have been generated as a result of the recent accident at this point.

HALC – Invitation to book a place on the Hampshire ALC Annual Conference on 21 March 2018 at St Mary's Stadium. The focus is Fit for the Future. Programme includes – Parishes and English Identity, Parish IT Systems and GDPR, Workshops on An Overview of Neighbourhood Planning or An Introduction to Visioning, Borrowing and Parishes or Strategic Vision for Hampshire.

Forestry Commission – Notification that Cemetery Road is to be resurfaced. There will be cost implications to LPC as we have to pay for 10% of the cost, although I am talking to the FC regarding this matter as traffic visiting the Cemetery amounts to such a small percentage of the usage.

Local resident from The Meadows – Email voicing concern at the amount of dog waste on Great Mead and the length of the grass. Also asking for children's play equipment to be provided on Great Mead and crossings to be provided on busy roads to enable children from Cedar Mount, Clayhill, etc to access all play equipment.

HALC – Asking for views on a consultation regarding Local Government Ethical Standards. Response required by 13 April 2018.

HALC – Email regarding resolution from Suffolk ALC who had requested NALC to lobby Central Government to increase policing support to rural communities to help decrease their vulnerability to crime and antisocial behaviour. NALC have not agreed to the motion as they believe policing is a local issue and have advised Councils to engage with Police and Crime Commissioners.

NFALC – Minutes and relevant documents regarding meeting of NFALC held on 18 January 2018.

Rosemary Rutins, Service Manager, Democratic Services & Member Support, NFDC – Email regarding Council's proposed Smarter Working initiative. Asked for information about our ICT provision for parish councillors.

RESOLVED: That having been previously circulated to all Councillors, the above items be taken as read with no further comments to be made.

170. Governance Recommendations

The Clerk reported that since the date of the last meeting she had made the required amendments to the proposed standing orders. Councillor Bisson stated that he felt the proposals were too rigid for requirements.

RESOLVED: That the Standing Orders, as presented by the Clerk, be adopted as the Standing Orders for Lyndhurst Parish Council.

It was noted that the new GDPR Regulations would become a standard requirement in May 2018. LPC would need all Councillors to have a new, dedicated email address. Present iPads owned by LPC and used by Councillors would not support these email addresses and it was proposed that we look into the purchase of new ones, with the idea of either selling the present iPads or donating them to schools or similar. This subject would go forward to the March LPC meeting Agenda.

171. Reports from Representatives of Outside Bodies

Councillor Bisson reported that he had attended a NFALC meeting and a Lyndhurst Chamber of Trade meeting. The Green Streets Initiative had been discussed and Councillor Wilkins stated that she had been unable to attend a previous meeting when this had been discussed. She queried whether LPC could provide any funding and the Clerk reported that unfortunately this would not be possible, other than with S.137 grant aid, as LPC did not hold the general power of competence.

Councillor Bisson reported that the Lyndhurst Lighting and Decorations Committee were planning to be pro-active with regard to two events – celebration of the Royal Wedding of HRH Prince Harry and Megan Markel and also commemoration of the end of World War 1. They would be coming to LPC with their ideas.

It was agreed that it would be appropriate for LPC to celebrate the Royal Wedding and commemorate the end of World War 1 with a window display at the Parish Council offices.

Councillor Wiltshire reported that the Royal British Legion had decided not to commemorate the end of World War 1 with a band concert on 10 November as there were so many similar events around that time. However he did moot several other ideas that might be possible for Remembrance Day which in 2018 would take place on Armistice Day – 11 November.

172. Dates for Future Committee Meetings

Cemetery Committee	Friday 23 February at 12.15 pm in the LPC Office
Planning Committee	Tuesday 27 February 2018 at 7.15 pm in the Community Centre
Amenities Committee	Tuesdays 10 April and 11 September 2018 at 6.00 pm in the Community Centre

173. Items for Discussion at the Next Meeting on Tuesday 13 February 2018

Items brought forward from the February Agenda.
Any items brought to the Clerk’s attention by Monday 5 March 2018.
Social Media Protocol.
Updating Information Technology.
Future Plans – Parish Survey and Councillors ideas.

_____Chairman

_____Date