

MINUTES OF A MEETING OF LYNDHURST PARISH COUNCIL HELD AT LYNDHURST COMMUNITY CENTRE ON TUESDAY 12 JUNE 2018 COMMENCING AT 7.15 PM

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

Clerk/RFO: Mrs M Weston

20. 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.

21. Apology for Absence

An apology for absence was received from Councillor Bisson.

22. Public Participation

None.

23. Review of Committee Structure and Appointment of Committees

Allotment Committee – Councillors Wiltshire, Dunning, Kaljura and Se-Upara.
Amenities Committee – Councillors Bisson, Burrows, Green, Kaljura, Trend and Wyeth.
Cemetery Committee – Councillors Wiltshire, Rollé, Burrows, Green, Trend and Wilkins.
Planning Committee – Councillors Se-Upara, Bisson, Burrows, Dunning and Willsher.
Recreation Committee – Councillors Rollé, Dunning, Green, Kaljura, Trend and Willsher.

Chairman and Vice Chairman to be invited to attend all Committees. A quorum will consist of two Councillors and the Clerk.

24. Appointment of Representatives to Outside Bodies

Village Decorations Committee – Councillor Bisson
Public Transport – the Clerk/RFO if deemed necessary
Village Twinning Committee – Councillor Trend
Lyndhurst Welfare Charities – Councillors Trend and Wyeth
NFALC – Councillor Bisson
Chamber of Trade – Councillors attending in other capacities to report as necessary
New Forest Consultative Panel – Chairman and Vice Chairman
NFNPA Quadrant meetings – Councillor Bisson and the Vice Chairman
Royal British Legion – Councillor Wiltshire
Community Speedwatch – Councillor Se-Upara

25. Authorisation of Transparency Items and Protocol

- (a) Financial Regulations*
- (b) Asset Register and Insurance*
- (c) Standing Orders*

- (d) Register of Members' Interests
- (e) Grant Aid Protocol
- (f) Complaints Procedure
- (g) Freedom of Information Procedure
- (h) Recording and Use of Social Media at Parish Council Meetings

RESOLVED: That all items outlined above be taken as read and agreed.

26. Minutes

The Minutes of the Meeting held on 8 May 2018 were confirmed as a true and accurate record and signed by the Chairman.

27. Matters Arising from the Minutes

The subject of a further "redundant" telephone box was discussed. The Clerk reported that she had not received the required two authorisations in writing needed in order for this matter to be discussed again within six months of the original resolution being made. It was noted that although possible sites had been briefly discussed there might be room for some further ideas on this subject, outside the school, near the Fox & Hounds or in the car park being given as options.

28. Committee Meeting

The Minutes of the following Committee meeting held since the date of the last Parish Council meeting was received and agreed:

Planning Committee Meeting – Tuesday 22 May 2018

Councillor Wyeth reported on the workshop, shed and garage in Cedar Mount. There had been local support for this construction, mainly because it took two cars off the road.

An Appeal had been lodged by PegasusLife for the proposed development at the Lyndhurst Park Hotel but the Parish Council had, to date, not received formal notification.

29. District Councillor's Report

Councillor Wyeth reported that the NFDC local plan has been submitted on 14 May and can be viewed on website. She explained that there would be no effect with regard to Lyndhurst.

The noisy manhole in the High Street would be mended this evening and this fault had resulted in a road closure from 9.00 pm until the work had been completed.

Councillor Wyeth would work closely with the NFNPA regarding the Consultation on Recreation Management. Concern was expressed regarding the number of people coming into the New Forest and the pressure this was putting on not only the Forest itself, but the surrounding facilities and services. This would go to the Forestry Commission for consultation.

The subject of a rumour regarding a digger and tree trunk causing an obstruction in Mill Lane was drawn to Councillors' attention but no further information was available.

Councillor Wilkins asked if the NFNPA has done anything to stop second home ownership. Councillor Wyeth explained that this would come within the jurisdiction of NFDC although she thought that the second home issue is not so great in the New Forest as other areas. Second homes can be split between people who come for the weekend and those who rent them out, thus providing much needed rental property. There is a high number of buy to rent in the forest. It was agreed that a large number of new houses were due to be built on the periphery of the Forest and this will, in turn, lead to more people driving through our village.

30. Future Plans – Parish Questionnaire, Councillors’ ideas and Allocation of Projects

A table listing ongoing projects had been distributed to all Councillors. It was noted that the Parish Council were keen to reach some resolution with the Forestry Commission regarding lease of the adult football ground in Wellands Road. It was proving very difficult to talk to the Deputy Land Agent who had been appointed by the Forestry Commission to deal with this matter.

RESOLVED: That if no progress could be made the Parish Council would suggest seeking advice at a higher level.

31. Accounts

(a) Accounts paid or due for payment from 1 April to 12 June 2018 were submitted and authorised as follows:

BANK RECONCILIATION - INCOME AND EXPENDITURE - 1 APRIL 2018 TO 12 JUNE 2018

Balance after unrepresented cheques paid out	91876.90	0.00	91876.90	
Income received since last meeting to current account				
NFNPA - Re developer's contributions in Rec	15718.70	0.00	15718.70	
MHW - Clerk's PAYE	944.40	0.00	944.40	
NFDC - Precept (half year)	40000.00	0.00	40000.00	
Allotment fees	144.00	0.00	144.00	
Cemetery Fees	2250.00	0.00	2250.00	
Total	150934.00	0.00	150934.00	
Payments endorsed and made:				
<i>Cheque no</i>	Net	VAT	Total	
<i>DD</i>				
	BT Retail	3.00	0.60	3.60
	Office telephone			
2744	Copyrite Business Solutions	24.98	5.00	29.98
	<i>Office photocopier</i>			
2745	ADH Cleaning & Maintenance	42.00	0.00	42.00
	<i>Office window cleaning</i>			
2746	L&DCA	274.00	0.00	274.00
	<i>Room hire and Admin</i>			
2747	TLC Online	44.22	0.00	44.22
	<i>Printing</i>			
2748	HALC	657.00	0.00	657.00
	<i>Affiliation fee and NALC levy</i>			

2749	Mrs M Weston <i>Salary and Expenses</i>	2087.24	0.00	2087.24
2750	Mary Corbett Accountancy <i>Payroll Services</i>	54.25	0.00	54.25
2751	Mint Gardens Ltd <i>Recreation Ground Maintenance</i>	388.20	77.64	
	<i>Cemetery Hedge</i>	428.71	85.74	
	<i>Cemetery Maintenance</i>	1173.00	234.60	
	Total			2387.89
2752	Winsor Camera Company <i>Cemetery CCTV</i>	2995.00	599.00	3594.00
2753	N Barwood <i>Office Service Charges</i>	804.60	0.00	804.60
2754	HMRC <i>PAYE & NI Contributions</i>	1469.48	0.00	1469.48
2755	Mint Gardens Ltd <i>Rec Gd Maintenance and Fencing</i>	1794.84	358.97	2153.81
2756	NFDC <i>Business Rates Oct 2017 - Mar 2019</i>	8333.46	0.00	8333.46
DD	Utility Warehouse <i>Cemetery Electricity</i>	30.93	0.00	30.93
DD	BT Group PLC <i>Office telephone</i>	45.48	0.00	45.48
2757	Mrs M Weston <i>Salary and Expenses</i>	2009.54	0.00	2009.54
2758	L&DCA <i>Room hire - Planning</i>	23.50	0.00	23.50
2759	Copyrite Business Solutions <i>Office photocopier</i>	26.62	5.32	31.94
2760	Colin Payne Allotment water supply/materials	73.15	0.00	73.15
2761	ADH Cleaning & Maintenance Office window cleaning	42.00	0.00	42.00
2762	NFDC <i>GIS Contribution and Training</i>	110.00	0.00	110.00
2763	Stuart Forman <i>Internal Audit Fee</i>	275.00	0.00	275.00
2764	Cyclehoop Ltd <i>Cycle Repair Kit</i>	1695.00	339.00	2034.00
Payments made between meetings				
2765	Mint Gardens Ltd <i>Cemetery Maintenance</i>	1575.98	315.20	
	<i>Recreation Ground Maintenance</i>	1296.00	259.20	
	<i>Allotments</i>	150.00	30.00	

	<i>Great Mead Maintenance</i>	45.00	9.00	
	Total			3680.38
2766	L&DCA	19.00	0.00	19.00
	<i>APM Advertisement</i>			
2767	TLC Online			
	<i>Website maintenance</i>	100.00	0.00	
	<i>Questionnaire</i>	220.00	0.00	
	Total			320.00
Cheques requiring authorisation at June LPC meeting				
2768	Sambelex LLP	377.45	0.00	377.45
	<i>Office Service Charges</i>			
2769	ADH Cleaning & Maintenance	42.00	0.00	42.00
	<i>Office window cleaning</i>			
2771	Business Stream	100.45	20.09	120.54
	<i>Allotment water supply</i>			
2772	Copyrite Business Solutions	47.23	9.45	56.68
	<i>Office photocopier</i>			
2773	Russell and Green	900.00	180.00	1080.00
	<i>Cemetery armoured cable</i>			
2774	L&DCA	47.00	0.00	47.00
	<i>Room hire Planning/PC Meeting</i>			
2775	Mrs M Weston	2,046.73	0.00	2,046.73
	<i>Salary and Expenses</i>			
2776	Mint Gardens Ltd	3089.57	617.91	3707.48
	<i>Allot/Rec/Cem Maintenance</i>			
2777	New Forest District Council	366.00		366.00
	<i>CCTV - car park</i>			
		35324.61	3146.12	38470.73
Total cheques payment		35324.61	3146.12	38470.73

Bank Reconciliation

	Opening Balance	91879.90
Financial Summary at date of meeting	New income	59057.10
	Sub-total	150937.00
	Uncleared cheques	0.00
less	Sub-total	150937.00
	Payments to be made	38470.73
less	Closing Balance	112466.27

32. Annual Governance and Accountability Return – Section 1: Annual Governance Statement

RESOLVED: To agree the Annual Governance and Accountability Return – Section 1: Annual Governance Statement as submitted.

33. Annual Governance and Accountability Return – Section 2: Accounting Statement

RESOLVED: To agree the Annual Governance and Accountability Return – Section 2: Accounting Statement as submitted.

34. Explanations of Significant Variances

RESOLVED: To agree the explanations of significant variances as submitted.

35. Correspondence

All correspondence had previously been submitted to Councillors through email and none required further attention.

36. Reports from Representatives of Outside Bodies

Councillor Se-Upara stated that Community Speedwatch had been in operation every week for the past two months. He felt that it was proving to be effective as a reduction in speeding had been observed. Councillor Trend felt that a slow down sign was needed by the Old Vicarage at Emery Down to slow traffic down as it rounded the bend towards the church.

It was considered that participants in Wiggle events should be encouraged to use the cycle lane on the A35 between Lyndhurst and Ashurst. Councillor Wyeth reported that there were talks taking place regarding the possibility of a cycle track on the Lyndhurst to Brockenhurst A337 road and the possibility of having part of the cycle track on the road and part through the forest was being explored..

Councillor Burrows explained that a defibrillator had been installed at Bank in phone box.

37. Dates for Future Committee Meetings

Planning Committee	Tuesday, 26 June	7.15 pm	Community Centre
Amenities Committee	Tuesday 11 September	6.00 pm	Community Centre

38. Items for Discussion at the Next Meeting

Items brought forward from the June Agenda

Items brought to the Clerk's attention by Tuesday 3 July 2018

Chairman _____

Date _____