

Minutes of the meeting of Lyndhurst Parish Council held on Tuesday 9 October 2018 at 7.00 p.m. at Lyndhurst Community Centre

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

In Attendance: Mrs M Weston (Clerk/Responsible Financial Officer)
Mrs. C. Howe (Locum Clerk/RFO)
One member of the public

78 Exclusion of the Public and Press

In accordance with Paragraph 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Coucillors are invited to resolve that the Press and public be excluded from the meeting during consideration of the following item owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information. This exclusion relates to Agenda Item 2/Minute 79 only.

79 Vacancy for a new Councillor

Each applicant for the vacancy of Councillor had previously submitted their resumé for consideration by Council which were circulated to Council prior to the meeting. Prospective Councillors were then interviewed individually by Lyndhurst Parish Councillors to find the most suitable candidate.

RESOLVED: To appoint Mr. Graham Reeve as the new Councillor for Lyndhurst Parish Council. Cllr. Reeve then signed the Declaration of Acceptance of Office and the Declaration of Interest forms. Clerk to send a copy of the Councillors Guide to Cllr. Reeve.

80 Disclosure of Interests

None.

81 Apologies for absence

None.

82 Public participation

None.

83 Minutes of the meeting on 11 September 2018

The minutes of the meeting on 11 September 2018 were confirmed as a true and accurate record and duly signed by the Chairman.

84 Matters arising from the minutes

None.

85 To confirm the Minutes of Committee Meetings

The minutes of the following committee meetings held since the date of the last Parish Council meeting were received and agreed.

Chairman:

Planning Committee meeting - 25 September 2018
Cemetery Committee meeting – 17 September 2018
Recreation Committee meeting – 4 October 2018

86 Lengthsman Scheme

Councillors discussed the need for additional minor jobs to be done around the parish that could be covered under the umbrella of the Lengthsman Scheme and the resulting cost which would need to be allowed for in the Budget and Precept.

RESOLVED: To take this item forward to the Finance and General Purposes Committee meeting to explore what funding and additional hours would be required.

87 District Councillor's Report

Cllr. Wyeth reported that there would be a silhouette of a First World War soldier placed in the grounds of Appletree Court and she would be laying a wreath at the war memorial following the Remembrance Day Parade as usual. Cllr. Wyeth is disturbed about Pegasus Life erecting the hoarding around the Lyndhurst Park Hotel.

88 Planning Appeal for the Lyndhurst Park Hotel

Councillors were concerned that hoardings which had already been placed around the Lyndhurst Park Hotel without planning permission and that the NFNPA were not enforcing any action to remove them. Councillors are aware that there is a real danger of the building being the subject of an arson attack if the building is left empty for too much longer. Councillors discussed ways to get the public's support for Lyndhurst Parish Council in their quest to get the appeal turned down. An advertisement in the local press along with posters were suggested and, should enough people be interested, to ask them to attend the five day appeal on a rotational basis which would ensure enough support was recognised for refusal by the Planning Inspectorate.

RESOLVED: Before the appeal date, the Planning Committee are to arrange a meeting and formulate a robust response to request the appeal be refused.

89 Commemorative Seat

The Clerk informed Councillors that there had been a good response to the request for donations towards a commemorative seat in honour of the brave residents of the Parish who had given their lives to protect this country. The Lyndhurst Fire Station were very supportive of the Clerk's request that the seat be placed on the green area beside the Fire Station and were happy to make a donation as well. The Clerk will contact further possible residents and businesses to boost the amount already donated to ensure there are sufficient funds to purchase the commemorative seat. Clerk to report back when all the funds have been secured.

Cllr Trend has some pictures which document a little of WW1 which she will put on the window boards in the parish office window on Wednesday 10th October.

Cllr. Wiltshire reported that he had 15 poppies which he would place on the lamp-posts in the High Street. The church commemorative service was to be held at St. Michaels and All Angels Church at 10.45 a.m. The parade would take place at noon, complete with a first class standard bearer. Cllr. Wiltshire has also arranged a fly past again this year.

Chairman:

90 Residents' Survey

The request for volunteers to enrol in the Neighbourhood Watch Scheme was very well received with 24 residents putting their names forward.

The notice board at Emery Down will now have the Agenda and Minutes posted on it.

Cllr. Willsher is now in receipt of all the returned surveys and will circulate the survey to Councillors for them to suggest ways of re-wording of the Lyndhurst Park Hotel to cater for the many different options for use. When the re-wording is complete the survey will be sent for publishing.

91 Football Lease

Although a contract has been drawn up and looked on favourably by the Junior Football Team together with the Council, the Senior Team has a few concerns which it would like to discuss.

Resolved: A meeting to be arranged to try and find a way around the impasse.

92 Accounts

(a) The payments made between meetings were confirmed and authorised as follows:

Description	Amount	VAT	Total
Mint Gardens Ltd	2209.55	441.91	2651.46
<i>Maintenance</i>			
TLC Online	144.81		144.81
<i>Website Maintenance/Signage</i>			
J Reilly	1878.00		1878.00
<i>Painting War Memorial Railings</i>			
Lightatouch	150.00		150.00
<i>Additional AGAR 17/18 Work</i>			
Mint Gardens Ltd	1192.28	238.46	1430.74
<i>Recreation Play Area fencing</i>			

(b) The payments of invoices due at today's date were confirmed and authorised as follows:

Description	Amount	VAT	Total
Lyndhurst Village Decorations Committee	500.00		500.00
<i>Grant funding</i>			
Lyndhurst & District Community Responders	1000.00		1000.00
<i>Grant funding</i>			
ADH Cleaning & Maintenance	40.00		40.00
<i>Office window cleaning</i>			
Lyndhurst & District Decorations Committee	60.00		60.00
<i>Christmas lights donation</i>			
ITEC	28.35	5.67	34.02
<i>Office photocopier</i>			
Moses Rutland	450.00	90.00	540.00
<i>Land Registry compliant plans re b/shelter</i>			

Chairman:

Description	Amount	VAT	Total
Mrs M Weston	2345.16	18.68	2363.84
<i>Clerk's Salary and Expenses</i>			
Mrs C Howe	330.00		330.00
<i>Locum Clerk Salary</i>			
Lyndhurst and District Community Assoc	54.20		54.20
<i>Room hire (PC and Planning mtgs)</i>			
Forestry Commission			
Recreation Ground Rent (half year)	325.00	.	
Allotment Rent (annual)	550.00	.	
Total			875.00
Mint Gardens Ltd			
Recreation Ground Maintenance	300.00	60.00	
Bench Maintenance	48.97	9.79	
Cemetery Maintenance	1785.00	357.00	
Total			2560.76
Total since the date of the last meeting	11257.35	352.81	11610.16

93 Audit

(a) Annual External Audit 2017/18

The external audit had now been signed off with only a few minor adjustments for the Clerk to put into place.

(b) Half yearly report – Internal Auditor

The internal auditors recommended Councillors be presented with a monthly bank reconciliation to ensure robust financial controls were in place. The Locum Clerk would put this measure in place for November. Budget should be spent to the nearest 5% to prevent too much money being held in reserve.

94 Correspondence

All correspondence had previously been circulated to councillors.

95 Reports from representatives on outside bodies

Cllr Se-Upara informed Councillors that the Neighbourhood Watch Scheme have enrolled 24 local residents and has arranged a meeting for the beginning of November to explain how it will work.

Cllr. Dunning has been informed that the new roof at the Junior Football Club hut at Coles Mead which LPC donated money to will soon be completed. Finance had been provided in order to safeguard our CCTV monitoring equipment.

96 Dates for future committee meetings

Planning Committee Tuesday 23rd October, 2018 7.15 p.m. in the Community Centre
 F. & G.P. Committee Tuesday 20th November 2018 7.15 p.m. in the Community Centre

Chairman:

97 Items for discussion at the next meeting

Items to be brought forward from the October meeting

Items brought to the attention of the Locum Clerk by Monday 5 November 2018

There being no further business to transact, the Chairman thanked those present for attending and closed the meeting at 9.05 p.m.

Chairman _____

Date _____

Chairman: