

## **LYNDHURST PARISH COUNCIL**

Minutes of the meeting of Lyndhurst Parish Council held on Tuesday 12 February 2019 at 7.15 p.m. at Lyndhurst Community Centre.

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

In Attendance: Mrs M Weston, Clerk and Responsible Financial Officer  
Three members of the public  
One member of the Press (part of the meeting)

### **142. Disclosures of Interests**

None.

### **143. Apologies for absence**

None – all present.

### **144. Public participation**

A member of the public enquired as to whether there was any further information regarding the proposed planning application by Churchill Developments in Elcombes Close. It was noted that the properties that would be the subject of any application had not yet been sold to the developer and there was also a planning appeal pending for one of the properties concerned.

### **145. Minutes of the meeting on 8 January 2019**

The minutes of the meeting held on 8 January 2019 were confirmed as a true and accurate record and duly signed by the Chairman.

### **146. Matters Arising other than Agenda items**

It was noted that the Revd Dr Wilkins had said she would send a letter of the Chief Constable regarding the Policing concerns in the area. Council Green said the staffing situation was better.

The Clerk reported that following the January LPC meeting she had contacted Romsey Town Council as they had operated with a private security company during December 2018 around the shopping area of Romsey itself. This had been funded from budget allocation from two Test Valley Borough Councillors and had proved very successful. It was hoped that a similar scheme could be put into operation in December 2019 but funds would need to be sourced before this could take place.

### **147. Minutes of Committee Meetings held since the date of the last meeting**

The minutes of the Planning Committee Meeting held on 22 January 2019 were received and confirmed as a true and accurate record.

#### **148. County Councillor's Report**

County Councillor Edward Heron reported that although the Council Tax was still to be agreed there was likely to be a 2.9 % rise in the next financial year. Coupled with this the County Council will be looking to make further reductions in their budget in the coming financial year in order to take £40M out of budget in the financial year 2020/21. It should be noted that this year they had moved to a zero Government revenue support grant and negative revenue support grant. An increase in the national living wage had increased costs all round, one example being with care staff. Inflation causes increases. There are other pressures such as the number of children looked after by HCC which will go up by 200 per year. Disabled people are able to take a bigger role in society and this can lead to budget impacts.

Councillor Heron reported that the dragon's teeth in Mill Lane are programmed for installation in March and traffic data will be available by Spring at the latest. Councillor Trend asked whether Councillor Heron had been advised of the correspondence that had taken place over the last few days. Councillor Heron replied that she had but that information from the data was needed to form an opinion. Councillor Wyeth stated that tourists to the New Forest National Park were causing immense pressures.

#### **149. District Councillor's Report**

Councillor Wyeth reported that NFDC have decided on 3% Council tax increase. She had attended a New Forest Marque meeting on behalf of NFNPA. Has been in operation for 15 years and there is a useful booklet available.

One of the overhead lights in the coach park appears to be leaning and this has been reported as has the fact that someone might be sleeping in car park.

Councillor Wyeth stated that Cemetery Road was in a very bad condition. The Clerk said she would once again report the deterioration to the Forestry Commission. Councillor Dunning had taken photographs of the car parking that was taking place on the edge of Cemetery Road, thus causing excessive erosion. It was noted that the Forest car parks in this area are not only being used by motorists using the open Forest but by those using it to park cars and car share or catch public transport. Councillor Wyeth reported that the Forestry Commission are looking into charging for car parking on the open forest in some locations.

#### **150. Request for Defibrillator**

Councillor Wyeth reported that both the Church and School would like a defibrillator and it was considered that a suitable location would be alongside the Twinning and Olympic Torch plaques on the School wall. It was noted that it had previously been considered that it was more advisable to assist in replacing defibrillators for the First Responders. It was further noted that LPC had no available funding for such a project at the present time.

#### **151. Lengthsman Work**

Councillor Bisson stated that the footpaths around the parish were in a poor state from the point of view of excessive vegetation growing over them. Particularly concerning was the footpath from Goose Green up Clay Hill, Pikes Hill Avenue and past the Swan Inn PH in the direction of Bank. Although it was noted that some hedges were also overgrown Councillor Heron cautioned against cutting residents' hedges on their behalf without previous notification. A polite letter from the Parish Council should be sent in the first instance, which could be followed up if remedial action was not taken.

**RESOLVED:** That the Parish Lengthsman, Kevin Bennett be asked to clear the foopath from Goose Green up Clay Hill, having first consulted with Councillor Bisson.

## 152. Insurance Renewal

The Clerk presented the Asset Register and asked whether Councillors would like to see any changes. These changes might be reflected in the insurance policy and would need to be notified to Came & Company as LPC's policy was due for renewal shortly.

**RESOLVED:** That the insurance policy remain as for the current financial year and that the fee be paid through the accounts schedule promptly.

## 153. 13 High Street – change of use

It was noted that a letter had been received from the Enforcement Team at NFNPA stating that although temporary permission for two years had been allowed for 13 High Street to be used as a Parish Council office this period would expire during May 2019 and it would be necessary to apply for a change of use from retail to office accommodation. It was agreed that more time should be spent on this subject and Councillor Wyeth agreed that she would ask NFNPA whether it would be possible for LPC to have a short extension in order to give the matter more consideration.

**RESOLVED:** To place this item on the Agenda for the March meeting.

## 154. Financial

- (a) To authorise payments made between meetings and to authorise payment of invoices due at the date of today's meeting

|   | Amount  | VAT    | Total   |
|---|---------|--------|---------|
| <b>Accounts paid between meetings</b>           |         |        |         |
| <b>Mint Gardens Ltd</b>                         |         |        |         |
| Recreation Ground Maintenance                   | 150.00  |        |         |
| Lengthsman Scheme                               | 120.00  |        |         |
| Cemetery Maintenance                            | 1462.00 |        |         |
| Allotment Maintenance                           | 153.00  |        |         |
| VAT   |         | 377.00 |         |
| Total   |         |        | 2262.00 |
| <b>Lyndhurst &amp; District Community Assoc</b> |         |        |         |
| Leaflets  | 30.00   |        |         |
| LPC meetings                                    | 101.00  |        |         |
| Planning meeting                                | 23.50   |        |         |
| Total   |         |        | 154.50  |
| <b>RTS Fencing</b>                              |         |        |         |
| Allotment fencing (1)                           | 400.00  |        |         |
| Allotment fencing (2)                           | 500.00  |        |         |
| Recreation Ground fencing                       | 470.00  |        |         |

|   |                 |                |                 |
|---|-----------------|----------------|-----------------|
| VAT   |                 | 274.00         |                 |
| Total   |                 |                | 1644.00         |
| <b>ADH Cleaning and Maintenance</b>             |                 |                |                 |
| Office window cleaning                          | 32.00           |                | 32.00           |
|   |                 |                |                 |
| <b>Accounts due for payment</b>                 |                 |                |                 |
| <b>Royal British Legion</b>                     |                 |                |                 |
| Poppy wreaths (x2)                              | 37.00           |                | 37.00           |
| <b>SBC Solutions Limited</b>                    |                 |                |                 |
| Software synchronisation/Backup/Subs            | 307.00          | 61.40          | 368.40          |
| <b>Fireguard Services (NM) Ltd</b>              |                 |                |                 |
| Chapel Fire equipment servicing                 | 27.00           | 5.40           | 32.40           |
| <b>Came &amp; Company</b>                       |                 |                |                 |
| Insurance                                       | 2440.93         |                | 2440.93         |
| <b>ITEC</b>                                     |                 |                |                 |
| Photocopier                                     | 56.30           | 11.26          | 67.56           |
| <b>TLC Online</b>                               |                 |                |                 |
| Website Maintenance (Dec - Feb inclusive)       | 100.00          |                | 100.00          |
| <b>Mrs M Weston</b>                             |                 |                |                 |
| Salary and Expenses                             | 1610.70         |                | 1610.70         |
| <b>N Barwood</b>                                |                 |                |                 |
| Service Charges - quarter to 0.702.19           | 417.21          |                | 417.21          |
| <b>PKF Littlejohn</b>                           |                 |                |                 |
| External audit fees                             | 480.00          |                | 480.00          |
| <b>Lyndhurst &amp; District Community Assoc</b> |                 |                |                 |
| Affiliation fee for 2019                        | 18.00           |                |                 |
| Meetings - 8 and 22 January                     | 50.00           |                |                 |
| Total   |                 |                | 66.00           |
| <b>Mint Gardens Ltd</b>                         |                 |                |                 |
| Cemetery Maintenance                            | 1428.00         | 285.60         |                 |
| Recreation Ground Maintenance                   | 248.56          | 49.71          |                 |
| Lengthsman Maintenance                          | 120.00          | 24.00          |                 |
| Allotments- controlled burning of waste         | 80.00           | 16.00          |                 |
|   |                 |                | 2251.87         |
| <b>Total</b>                                    | <b>10862.20</b> | <b>1104.37</b> | <b>11966.57</b> |

(b) To note and authorise January 2019 bank reconciliation

|                                   |            |
|-----------------------------------|------------|
|                                   | £          |
| <b>Opening Balance - 01.01.19</b> | 121,299.20 |
| New Income                        | 3072.00    |
| Sub-total                         | 124,371.20 |
| Payments made                     | 11,263.38  |
| Sub-total                         | 113,107.82 |
| Add unrepresented cheques         | 322.22     |

**Balance at 31.01.19**

113,430.04

**154. Possible Projects for Consideration**

(a) Parishes in Bloom

Councillor Willsher reported that he had researched this item and Lyndhurst would be eligible for the largest village category. This had three sections, namely High Street, a public area such as Coles Mead Recreation Ground and a residential area. Funding would need to be provided and sponsorship seemed to be the most likely source. However, it was not considered that there was sufficient time to put plans into action this year. It was noted that the Revd Dr Wilkins had expressed an interest in taking part in this project.

**RESOLVED:** That the Revd Dr Wilkins be invited to take the lead in this project for 2020.

(b) D-Day 75<sup>th</sup> Anniversary Commemoration

Councillor Wiltshire stated that this would take place during the first week of June and that the Royal British Legion would have a stall in the street. Nothing had been heard yet as to whether NFNPA would be commemorating the event. Councillor Trend said that the churches would be taking part in some way. George said that D-Day is commemorated every year and he did not feel that the 75<sup>th</sup> anniversary was more important than any other.

**RESOLVED:** To give thought to having a display in the office window and, at Councillor Green's suggestion, to unveil the Armed Forces seat at the time of the D-Day commemoration.

(c) Christmas Village Lights

Discussion took place regarding the results of the Parish Survey where it had been questioned whether LPC should take over the Christmas street lights, etc.

**RESOLVED:** That no further action be taken at the present time other than that the Decorations Committee would be mentioned in Clerk's Corner with a view to generating more finance and volunteers.

**155. Annual Parish Meeting**

The Chairman reminded all Committee Chairman to have their reports ready for the meeting.

**RESOLVED:** That the proposed Agenda be authorised.

An Invitation would be sent to the Chairman of the Lyndhurst Welfare Charities to ascertain whether they would like to send a representative to the meeting to make a presentation. A Neighbourhood Watch information board would be provided.

**156. Reports from Representatives of Outside Bodies**

Councillor Bisson reported regarding NFNPA stating that they had received a recovering areas report from the Forestry Commission as well as information on verge parking and restoration. There was concern regarding parking in gateways by dog walkers who went into the enclosures and thus blocked accessways for emergency vehicles. The NFNPA Local Plan was now finalised apart from the site at Ashurst Hospital which would be looked at again.

Councillor Se-Upara had forwarded Speedwatch information for Mill Lane, Emery Down, Pikes Hill and Swan Green.

NFALC. Bringing everyone together wasn't always advisable although Councillor Wyeth reported that there might well be a move in four years time to amalgamate several of the smaller parishes into one larger parish with Lyndhurst.

Councillor Bisson reported that the NFNPA, as Planning Authority, were making changes whereby all information would be passed to parish and town councils digitally and this would include all large plans, etc. LPC already adopt this process at their Planning meetings but it is understood that some parishes are expressing concern.

Change in planning where everything has now gone digital and a lot of people have concerns.

Councillor Wyeth had received an enquiry as to whether anything could be done to install drop kerbs in the Meadows to facilitate easier wheelchair access. It was considered that this would not be possible due to financial constraints but that enquiries would be made of HCC as the Highway Authority.

#### **157. Dates for Future Committee Meetings**

It was noted that the following Committee meeting was due to take place before the date of the next LPC meeting:

Planning Committee – Tuesday 26 February 2019 at 7.15 pm

#### **158. Items for Discussion at the Next Meeting**

Items brought forward from the February Agenda

Items brought to the Clerk's attention by Tuesday 4 March 2019

Chairman \_\_\_\_\_

Date \_\_\_\_\_