

LYNDHURST PARISH COUNCIL

Minutes of a meeting of Lyndhurst Parish Council held on Tuesday 14 September 2021 at 7.15 pm in Lyndhurst Community Centre.

Present: Councillors C Willsher (Chair), S Se-Upara (Vice Chair) (part of the meeting), G Bisson, T Dunning, F Green, J Green, B Preddy, C Read, G Reeve, B Stratford and A Wiltshire.

In Attendance: District Councillor H Brand (part of the meeting)
Mrs M Weston (Clerk to the Council)
Five members of the public (part of the meeting)

35. Disclosures of Interest

Councillor F Green declared a change in interest in that she was now Secretary of Lyndhurst Junior Football Club.

36. Apologies for Absence

Councillor Jeannie Smith had sent her apologies for non attendance to the Clerk as she was on holiday. Councillors accepted her reason for absence.

County Councillor Heron had sent his apologies for absence to the Clerk.

37. Public Participation

A resident said she had been working with District Councillor Brand on the road safety campaign and reiterated her statement made at a previous Parish Council meeting that the Shrubbs Hill Road/Goose Green area was a dangerous road. She asked that the subject be kept on the LPC Agenda. District Councillor Brand said there would be another meeting in October but finance was a problem.

ACTION: Councillor Brand to discuss at October meeting arranged regarding roads.

A resident stated that he felt the village in general was looking tired and he would like to see more planting and flowers. He suggested that local businesses would donate to the cost. Another point raised concerned speeding traffic in Gosport Lane and parking on pavements outside Tesco leading to obstruction for pedestrians. The Chair pointed out that Speedwatch had recently resumed following lifting of Covid restrictions.

Councillor Stratford suggested that Queen's Jubilee celebrations might cover beautification of the village. It was noted that HCC will not allow planters on pavements. It was felt that the village is not getting cleaned to the former standard.

ACTION: Full Council to discuss planting at November LPC meeting in conjunction with Jubilee celebrations.

It was noted that dog waste collection in Great Mead needs to be addressed with larger bins and more frequent collection.

ACTION: Clerk to contact NFDC.

A resident drew attention to overhanging trees in Gosport Lane. This was identified as highway land and could be dealt with by the HCC/LPC Lengthsman scheme.

ACTION: Clerk to factor this work into the Lengthsman's duties.

38. Minutes

RESOLVED: That the Minutes of the LPC Meeting held on 13 July 2021 are approved as a true and accurate record.

39. Matters Arising from the Minutes

None.

40. County Councillor's Report

None.

41. District Councillor's Report

District Councillor Hilary Brand presented her report as follows:

The gate at Boltons Bench has now been fixed.

District Councillor Brand had met with a resident in Northerwood Avenue regarding flooding caused by a drain problem and this was now resolved.

District Councillor Brand had, following on from the last LPC meeting, met with the owner of The Forage regarding obstruction of driveways caused by rubbish collection and deliveries. As there was only a narrow entrance to the rear of The Forage it was necessary for drivers of large vehicles to park over several driveways in order to make deliveries to The Forage. There did not seem to be any way that this could be avoided other than if a parking bay could be organised further down the road.

The wall outside FE has not yet been mended but the necessary work is in hand.

There had been complaints that the WCs in the car park close at 8.00 pm and there is a lack of disabled facilities. NFDC are not prepared to make any changes.

Councillor Brand reported that she was working with the Lyndhurst Village Decorations Committee and the situation regarding funding for strings of Christmas lights back across the High Street is looking positive.

It was hoped that the youth club at the Community Centre would be opening up soon although there was a need for more volunteers.

42. Road, Traffic and Parking Issues in the Parish

Councillor Bisson reported that the working group set up jointly by Lyndhurst and Minstead Parish Councils to look at problems in Emery Down (C17 and Mill Lane) had been working on a response to the report produced by HCC, the results of which concluded that there was very limited budget, allowing only for signage. HCC would

not support a traffic regulation order. The recommendation from the working group was that this could not be taken any further and Minstead Parish Council has approved this recommendation.

It was agreed that the Clerk would respond accordingly as it was the view of LPC that nothing further could be achieved unless funding became available and/or HCC changed its policy on this matter.

Regarding traffic issues in the Pemberton Road area the situation is similar and there is no appetite at HCC to review policies. There was also the funding issue to be considered. County Councillor Heron had agreed to meet with the local resident leading the campaign for improvements to be made and a representative from LPC. Councillor Heron has suggested that a working party is set up to consider the problems and come up with suggestions for road proposals across the parish but the Parish Council would have to go out to consultation among residents and there does not appear to be a role for LPC at the present time to instigate changes.

Councillor Bisson asked District Councillor Brand whether she had looked into the question of the cost of the crossing at Goose Green which HCC had said would cost £23k as he felt that using the existing desire line would be safer and cheaper. Councillor Brand confirmed that no further progress had been made to date.

It was agreed that issues of parking and traffic were a great problem all across the Forest and indeed countrywide and it was important to keep ideas coming. Lyndhurst is being pushed as a tourist location and thus our needs are not just the same as everyone else as the weight and flow of traffic in the village is not acceptable. District Councillor Brand agreed to ascertain when the New Forest Traffic Transport Forum would be meeting again.

ACTION: Councillor Brand to follow up regarding the crossing and date of NFTTF.

It was noted that car parking had been observed on the green at Pikes Hill (in front of the Forest Lodge Hotel) and that it had previously been agreed by the Parish Council to provide dragon's teeth to prevent this practice taking place.

Concern was expressed that the air quality sensors in the High Street are placed too high, especially bearing in mind that children pass this way on their route to school. Councillor Dunning said there are sensors under the roads on approach roads. Extensive modelling had been carried out in the past.

RESOLVED:

(a) That the Clerk contact HCC, stating that LPC are prepared to pay for the dragon's teeth and their installation and ask for a map showing services. Should it be necessary to obtain any permissions this could also take place.

(b) That Councillor Stratford make contact with the Chair and subsequently the Blue Campaign regarding wilding of verges and any other ways in which to add to the attraction of the village.

43. Planning Committee

RESOLVED: That the Minutes of the Planning Committee Meetings held on 27 July and 24 August 2021 are confirmed.

44. Finance

(a) *Accounts for the financial year to 31 August 2021*

RESOLVED: To receive and note the accounts for the financial year to 31 August 2021.

(b) *Invoices paid between meetings and due at today's date*

RESOLVED: To authorise payment of invoices paid between meetings and due at today's date.

(c) *To note and authorise July and August bank reconciliations*

RESOLVED: To note and authorise July and August bank reconciliations.

45. Statutory Item

The question of a possible change to LPC's Standing Orders (Item 11) regarding the procedure for a decision on how a Councillor's apology for absence should be debated/accepted/recorded had been discussed at the July LPC meeting but it had been resolved to hold the matter over until this meeting when the Chair would be present.

Councillor Bisson proposed that Item 11 be changed to allow for a Councillor to send apologies for absence from a meeting without giving a reason for absence or a decision made on whether to accept the reason. This would mean that a written apology was automatically accepted. This would negate the need for Item 11(b). The proposal was seconded by Councillor Dunning. Voting took place by a show of hands 5:5:1 absention with the Chair having the casting vote 5:6.

RESOLVED: That the Standing Orders remain as at the present time although they would be subject to review, along with all other statutory items, in May 2022.

District Councillor Brand left the meeting at 8.35 pm.

46. Cemetery Charges and Regulations

(a) Proposal to increase Cemetery charges

RESOLVED: To increase the Cemetery Charges in line with the proposals made in the accompanying document.

Councillor Se-Upara left the meeting at 8.45 pm as he was called away due to family illness and his reasons were accepted by Councillors.

(b) Proposal to change Cemetery Regulations

RESOLVED: To accept the new Cemetery Regulations in line with the proposals made in the accompanying document.

Both resolutions would take effect from 1 October 2021.

47. Reports from Representatives of Outside Bodies

Councillor F Green updated LPC on the activities of the Lyndhurst Foodbank. Fortunately it has not been necessary to make so many deliveries although these are still taking place on a weekly basis. They are now focusing on requirements during school holidays and occasional emergency requests for supplies.

48. Parish Action Plan

(a) *Stained glass window at Lyndhurst Cemetery*

Councillor Wiltshire reported that the local Art Group would have some ideas to bring forward to the November LPC meeting which included taking in local landmarks and buildings. He welcomed the idea of commemorating the tremendous role Her Majesty the Queen had played during her (now almost) 70 year reign but felt we should steer clear of depictions of individuals.

(b) *Coles Mead Play equipment*

Councillor J Green reported that the children's playground project was now almost complete with just the arrival of five picnic benches awaited to complete the scheme.

(c) *Coles Mead CCTV*

Councillor J Green reported that plans were in hand to upgrade the CCTV equipment situated on the Junior Football Club hut in the Recreation Ground and to commence work on the CCTV in the far field, although the mole ploughing would have to wait until the end of the football season.

(d) *Wellands Road football ground lease*

The Clerk reported that she had received an email from the FE Assistant Land Agent asking for more information about the proposed lease for the additional piece of land behind the Fire Station and stating that FE would be prepared to waive the rent on both new parcels of land for a period of two years. The Clerk said that in view of the amount of tree work that would be required to ensure that the land was safe for use she had written back to FE asking that the rent free period be extended to four years. She was awaiting a reply. There would need to be consultation of the surface used on the path across the new parcel of land.

(e) *SID and Speedwatch*

The replacement SID was now in place and operational although it would operate in display mode only for two weeks.

The Chair reported that Community Speed Watch was now fully operational again and had some new volunteers. A speed of 43 mph had been recorded in Pinkney Lane and 74 mph on Southampton Road.

	Total number of vehicles surveyed	Over 30mph limit	Warning letters issued because over threshold
July	1303	648 (49.7%)	124 (9.5%) One vehicle on Southampton Road at 74 mph; others at 59 & 56.
August	2091	1216 (58%)	153 (7.3%) One vehicle at Goose Green at 54 mph; others at 48 & 47.

49. Ideas Requiring Precept Requests 2022/23

Possible options for Precept requests to come forward to November LPC Meeting were outlined as follows:

Queen's Platinum Jubilee
Flag Pole
Staffing levels and salaries

Recreation Ground – toilet facility at Coles Mead. Signage etc posts, fences
Stained glass window
Dragons Teeth for green at Pikes Hill
FA Grants for changing facility

50. Remembrance Sunday Parade

(a) *Update from Councillors Wiltshire and Preddy*

It was reported that the band had been booked and the Workmen's Club would screen the church service for the troops who would assemble inside to watch. The Workmen's Club would also provide lunch.

Councillor J Green reported that 12 high visibility jackets had been ordered and it was agreed that a further 8 be put on order in XL size.

(b) *To discuss and authorise amended risk assessment*

RESOLVED: That the amended risk assessment is authorised.

(c) *Request for volunteer marshals*

A request for marshals would be made in Clerk's Corner. The need for names of marshals was stressed as well.

ACTION: Clerk to follow up with paragraph in Clerk's Corner

Councillor Preddy suggested that discreet collection buckets be placed on Bolton's Bench close to the war memorial.

RESOLVED: That several collection buckets be placed down near the War Memorial on the day with clear indication that any money would be donated to the Royal British Legion.

51. HM Queen Elizabeth II Platinum Jubilee

(a) *To consider possible ways to commemorate the occasion*

Ideas suggested or already discussed included:

Stained glass window in the Chapel
Possible ways to tackle High St pollution and beautification
Village fete

RESOLVED: That a meeting be held on 14 October to discuss the fete and any other items would be taken forward to the next LPC meeting

(b) *To consider a request from New Forest Rotary Club to plant and maintain a Platinum Jubilee Tree in Lyndhurst*

RESOLVED: That the Rotary Club be invited to plant a tree in Great Mead.

ACTION: Clerk to follow up with New Forest Rotary Club

52. Items for Discussion at the November LPC Meeting

(a) Items brought forward from the September Agenda

(b) Precept request for 2022-23

53. Dates for Future Meetings

Planning Committee – 28 September 2021 and 26 October 2021 – 7.15 pm
Awards evening – Wednesday 13 October 2021
Platinum Jubilee Picnic Event meeting – Thursday 14 October 2021
LPC Meeting – 9 November 2021

54. Exempt Items

In accordance with Paragraph 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Councillors are invited to resolve that the Press and public be excluded from the meeting during consideration of the following items 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 Items 22 and 23 only.

55. Internal communication

The Chair asked that all Councillors check their LPC email accounts at least twice a week and respond as necessary. Councillors were also asked not to contact the Clerk at weekends or during the evening unless the matter was urgent. However, it was acceptable to email the Clerk at any time as it was up to her whether she opened them or not.

56. Awards Evening

The awards evening will commence at 7.00 pm on Wednesday 13 October at Lyndhurst Community Centre with the awards being allocated, as previously agreed.

Councillors Dunning, F Green, J Green and Reeve agreed to help set up for the event at 6.00 pm
Councillors Reeve and J Green agreed to provide tea/coffee afterwards and assist with clearing up.
Chair and Clerk would also be present.
Councillors Se-Upara, Bisson and Read would assist with photography.

The event would be open to the public.

In the absence of any further business the Chair thanked those present for attending and closed the meeting at 9.45 pm

Chairman _____

Date _____

Lyndhurst Parish Council Monthly Budget Report -2021-22 Financial Year - August 2021

Lyndhurst Parish Council Monthly Budget Report -2021-22 Financial Year - August 2021							
BUDGET TO MONTH 5 % = 41.66	YTD TOTALS			FULL YEAR		ACTUAL VS FORECAST	Notes
Details	Actual	Budget to date	Variance	Approved Budget	Forecast	41.66%	Budget vs. forecast
INCOME							
A0 - Reserves carried over	163,737.94	163,737.94	-	163,737.94	163,737.94	100.00 %	Actual c/f
A1 - HMRC VAT refund	-	-	-	22,000.00	22,000.00	0.00 %	Estimate based on all projects being completed - claim Oct & March
A2 - Precept	50,000.00	50,000.00	-	100,000.00	100,000.00	50.00 %	No increase on previous year
A3 - HCC Lengthsman scheme	-	-	-	1,100.00	1,100.00	0.00 %	matched funding
A4 - Burials & grave purchases	15,890.00	11,666.67	4,223.33	28,000.00	28,000.00	56.75 %	Actual higher than predicted
A5 - Allotment rents	111.50	-	111.50	3,800.00	3,800.00	2.93 %	Based on 20-21 income
A6 - Admin income	3,078.13	2,708.33	369.80	6,500.00	7,470.00	41.21 %	Calendar sales; misc. income £1K; <i>reduction due to covid + £1700 insurance reimbursement for floor; £4770 cem toilet</i>
A7 - Other income	400.00	-	400.00	-	800.00	50.00 %	Donations for picnic benches
Total INCOME	233,217.57	228,112.94	5,104.63	325,137.94	326,907.94	71.34 %	
EXPENDITURE							
B Admin Costs							
B1 - HALC - Fee/NALC Levy	748.37	748.37	-	800.00	800.00	93.55 %	Increase from 2020-21
B2- LCDA room hire, adverts, etc	50.00	416.67	366.67	1,600.00	1,000.00	5.00 %	<i>Reduction due to covid</i>
B3 - Lengthsman	120.00	833.33	713.33	2,000.00	2,000.00	6.00 %	£1K funded by HCC grant
B4 - Payroll costs	10,387.71	10,458.33	70.62	25,100.00	25,100.00	41.39 %	Based on 20-21 plus 1%
B5 - Grant allocations	9,568.69	9,568.69	-	12,500.00	11,000.00	86.99 %	<i>reduction to £1K donation for local causes & £10K B/F to be paid for office modifications; £4.5K left</i>

							<i>frtom Ineos grant £2K sound proofing £2.5K TV screen</i>
B6 - Office costs	2,627.16	2,627.16	-	5,000.00	4,000.00	65.68 %	<i>no rent for new office in 2021-22 financial year - increased costs due to office move initial set up £1K for IT hardware renewal £1K other</i>
B7 - Misc/Expenses/HMRC/Audit	8,788.74	8,788.74	-	17,000.00	17,000.00	51.70 %	<i>HMRC payments £9K, expenses £1K, audit £1K, misc £2K; conference screen £2K; 2K insurance</i>
Total Admin Expenditure	32,290.67	33,441.29	1,150.62	64,000.00	60,900.00	53.02 %	<i>Paid annual insurance upfront</i>
C Cemetery Costs							
C1 - Electricity	575.11	625.00	49.89	1,500.00	1,500.00	38.34 %	<i>Estimate based on 20-21</i>
C2 - Grounds maintenance	7,206.00	7,083.33	(122.67)	17,000.00	17,000.00	42.39 %	<i>Mint Gardens Limited - no increase on hourly rate plus other one off payments to contractors</i>
C3 - NFDC rates	444.70	208.33	236.37	2,700.00	500.00	88.94 %	<i>Based on 20-21 plus 2% - no rates on chapel</i>
C4 - Miscellaneous	9,059.15	5,441.67	3,617.48	15,000.00	13,060.00	69.37 %	<i>Reduction - General maintenance & remembrance day £1K ; £9060 toilet; £3K painting of chapel</i>
Total Cemetery Expenditure	17,284.96	13,358.33	3,781.07	36,200.00	32,060.00	53.91 %	

BUDGET TO MONTH 5 % = 41.66	YTD TOTALS	FULL YEAR	ACTUAL VS FORECAST	Notes
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Details	Actual	Budget to date	Variance	Approved Budget	Forecast	41.66%	Budget vs. forecast
EXPENDITURE							
D Allotment Costs							
D1 - Utilities	468.41	416.67	(51.74)	1,000.00	1,000.00	46.84 %	water costs
D2- Grounds maintenance	1,050.00	1,041.67	(8.33)	3,500.00	2,500.00	42.00 %	Mint Gardens including lengthsman -
D3 - Miscellaneous	132.00	416.67	284.67	1,000.00	1,000.00	13.20 %	ie Ground rent, general maint
Total Allotments Expenditure	1,650.41	1,875.00	224.59	5,500.00	4,500.00	36.68 %	
E Recreation Costs							
E1 - Forestry Commission rent	325.00	291.67	(33.33)	700.00	700.00	46.43 %	
E2- Grounds maintenance	1,165.00	3,333.33	2,168.33	3,500.00	8,000.00	14.56 %	3.5K for Mint; £2.8K for trees ; 1,7K for fencing/paths
E3 - Miscellaneous	560.00	1,250.00	690.00	350.00	3,000.00	18.67 %	annual inspections (350), general maint; increase by £2.5K for CCTV and ground works to install
E4 - Playground	48,300.00	48,300.00	-	76,000.00	79,000.00	61.14 %	General maintenance & "£50k B/F FROM PHASE 1 OF COLES MEAD & £26k PHASE 2 - Increase of £3K for repairs to skate ramp and stage 2 playground costs
E5 - Football ground	1,540.00	1,540.00	-	4,500.00	4,500.00	34.22 %	b/f from 2020-21
Total Recreation Expenditure	51,890.00	54,715.00	2,825.00	85,050.00	95,200.00	54.51 %	
F Amenities Costs							
F1 - Grounds maintenance	1,498.00	3,958.33	2,460.33	9,500.00	9,500.00	15.77 %	Includes £6.5K ringfenced from developers contribution
F2- Village Walks	-	83.33	83.33	200.00	200.00	0.00 %	
F3 - NFDC dog bins	375.77	258.33	(117.44)	620.00	620.00	60.61 %	
F4 - Miscellaneous	344.59	2,916.67	2,572.08	7,000.00	7,000.00	4.92 %	Estimate - includes £1K for bus shelter & £5.5K for tree works, paths relocated to recreation

Total Amenities Expenditure	2,218.36	7,216.67	4,998.31	17,320.00	17,320.00	12.81 %	
G - VAT to be reclaimed	16,015.89	6,015.89		22,000.00	22,000.00		
Total VAT	16,015.89	6,015.89		22,000.00	22,000.00		
Total EXPENDITURE	121,350.29	116,622.18	4,728.11	230,070.00	231,980.00	52.31 %	
Surplus balance	111,867.28			95,067.94	94,927.94		

c/f from surplus balance

	£10,000	office modifications
benches, toilet	£14,000	cemetery projects Coles Mead
	£50,000	playground
	£5,500	treeworks, footpaths
	£4,500	Football ground lease & legal costs
Total	£84,000	

Lyndhurst Parish Council July/August 2021 presented to September meeting				
Includes on line payments via bank (FPO), Debit Card (DC), Direct Debits (DD) and cheques (CHQ)				
Accounts due for payment	Payment Method	Amount	VAT	Total
PEAC				
Rental costs	DD	£ 56.00	£ 11.20	£ 67.20
Mint Gardens				
June grounds maintenance	FPO	£ 2,285.00	£ 457.00	£ 2,742.00
Mary Corbett				
Qtr 1 payroll charge	FPO	£ 35.00	£ -	£ 35.00
TLC Online				
Vinyl graphics	FPO	£ 76.00	£ -	£ 76.00
A Fletcher & Sons				
Installation of compost toilet	CHQ	£ 7,750.00	£1,550.00	£ 9,300.00
HMRC				
Qtr 1 payroll employer costs	CHQ	£ 2,014.58	£ -	£ 2,014.58
A Wiltshire				
Compost toilet accessories	CHQ	£ 34.15	£ 1.83	£ 35.98
M Weston				
Expenses	FPO	£ 14.25	£ -	£ 14.25
Viking				
Office resources June	FPO	£ 27.89	£ 5.58	£ 33.47
Local toilet hire				
Junior football club grant for hire	DC	£ 195.00	£ 39.00	£ 234.00
July salaries				
M Weston	FPO	£ 1,734.48	£ -	£ 1,734.48
C Gibbs	FPO	£ 426.03	£ -	£ 426.03
ICO				
Annual data protection update	DC	£ 40.00		£ 40.00
Utility warehouse				
Monthly water cost allotments	DD	£ 104.79		£ 104.79
M Whelan				
Office cleaning 28.7	FPO	£ 15.00		£ 15.00
Viking				
Office stationery	FPO	£ 203.44	£ 39.73	£ 243.17
Mint Gardens				
July grounds maintenance	FPO	£ 1,965.00	£ 393.00	£ 2,358.00
PM Security solutions				
CCTV repairs	FPO	£ 69.00	£ -	£ 69.00
Digitoolbox				
June IT services	FPO	£ 118.00	£ 23.60	£ 141.60
Digitoolbox				
July IT servies	FPO	£ 118.00	£ 23.60	£ 141.60
Parkers				
Community bulbs	DC	£ 34.14	£ -	£ 34.14
Lyndhurst Community Centre				
Room hire 13 & 27.7	FPO	£ 50.00	£ -	£ 50.00
PEAC				
Sept photocopier charges	FPO	£ 56.00	£ 11.20	£ 67.20

RTS fencing				
recreation Phase 3 groundworks	FPO	£ 450.00	£ 90.00	£ 540.00
Viking				
Stationery order	FPO	£ 53.63	£ 10.73	£ 64.36
Wolfdata				
Photocopier charges	DD	£ 14.41	£ 2.88	£ 17.29
Prime Acoustic				
Sound proof panels in office	FPO	£ 1,858.44		£ 1,858.44
August salaries				
M Weston	FPO	£ 1,734.68		£ 1,734.68
C Gibbs	FPO	£ 322.17		£ 322.17
Utility warehouse				
monthly charge water	DD	£ 105.40	£ -	£ 105.40
Digitoolbox				
Monthly IT service charge	FPO	£ 118.00	£ 23.60	£ 141.60
Fireguard Services				
Fire equipment service	FPO	£ 62.08	£ 12.42	£ 74.50
Wolf data				
photocopier charges (duplicate to be refunded)	FPO	£ 14.41	£ 2.88	£ 17.29
NFDC				
car park cctv contribution	FPO	£ 366.00	£ -	£ 366.00
M Whelan				
Office clean 11.8	FPO	£ 15.00	£ -	£ 15.00
M Whelan				
Office clean and products	FPO	£ 26.05	£ -	£ 26.05
TOTALS		£22,562.02	£2,698.25	£ 25,260.27

Signature Chair of Parish Council	
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Date	
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LYNDHURST PARISH COUNCIL

Bank Reconciliation - 01.07.2021 - 31.07.2021	
Opening Balance - 01.07.2021	£ 130,186.55
New Income	£ 2,331.00
Sub-total	£ 132,517.55
Payments made	£ 16,857.78
Total	£ 115,659.77
Balance at 31.07.2021	£ 115,659.77

Signed _____

Date _____

LYNDHURST PARISH COUNCIL

Bank Reconciliation - 01.08.2021 - 31.08.2021	
Opening Balance - 01.08.2021	£ 115,659.77
New Income	£ 4,610.00
Sub-total	£ 120,269.77
Payments made	£ 8,402.49
Total	£ 111,867.28
Balance at 31.08.2021	£ 111,867.28

Signed _____

Date _____

LYNDHURST PARISH COUNCIL

Action Plan

Lyndhurst Parish Council's Action Plan is a community project that addresses community needs and represents community views.

The Plan will influence Local Authority decision-making, will give focus to medium and long-term plans for the Parish and will seek to influence local matters such as Planning, Leisure and Highways. With a Parish Plan in place, we can apply for funding from sources which would otherwise be unavailable. The Plan is intended to involve all sections of the community and will give momentum to projects that might otherwise be lost.

It is not a tool for political, religious or commercial purpose nor is it a mandatory process. It is not controlled by Local or Central Government.

The planned activities may well change over the year and are likely to increase as other projects are identified. **Items in red font have been completed.**

ACTIVITIES AND ACTIONS	LEAD PERSONNEL	BUDGET	TIMESCALE
CENTRAL			
Secure permanent base for Parish Office at Lyndhurst Community Centre	MW and CW		By May 2021
Apply for NALC Foundation Award to benchmark performance against other top Parish Councils	MW and CW	£50 fee	Autumn 2020
Review Council contracts and secure best value	CG, MW and CW		Ongoing
Relaunch Council website	CW and MW		Spring 2021
Organise Village social event	BP, CR et al		June 2022 to coincide with Queen's platinum anniversary
Investigate opportunities to make High Street more attractive (employing road sweeper/litter collector; installing planters)	MW, CW, SS and CR		On-going
Create opportunities to distribute vegetable plants (etc.) around the village	FG	Nil	On-going
Work with HCC to improve footpath along C17 at Emery Down Church to A35 near crossing to Bank	MW	Nil	On-going
Ensure Parish Council has Resilience Plan in place in case of future emergency	CW and SS	Nil	
Provide online access to LPC archives	CW & volunteers	Nil	Ongoing
Work with NFDC & community groups to identify air pollution & traffic solutions	CW	Nil	Ongoing

ACTIVITIES AND ACTIONS	LEAD PERSONNEL	BUDGET	TIMESCALE
Work with NFDC to produce an annual Tree Survey	MHW	£200	Annually
Work with NFDC to identify sites for wildflower meadows in open spaces	All		Ongoing
ALLOTMENTS (Adrian Wiltshire)			
Install security cameras	AW, MW & CW	£300	Autumn 2020
Purchase and plant fruit trees to add to Community Orchard	MW	£850	Spring 2021
Assist allotment holders to provide picnic benches in Community Orchard	MW		Spring/Summer 2021
AMENITIES (George Bisson)			
New village signage	GB	£2,000+	2021-2022 - ongoing
Trees at Great Mead using NFDC environment grant	GB/MW		Spring 2021
CEMETERY & REMEMBRANCE (Adrian Wiltshire)			
Redecorate the Chapel	AW		
Install stained glass window	AW and CW	£4,000	
Install toilet in Cemetery	AW	£5,000	
Co-ordinate Remembrance Day commemorations	AW/BP		By 11 November 2021
Create online index to graves	CW	Nil	Spring 2021
RECREATION			
Replace carpet & life expired equipment in Zones 2/3 of Coles Mead Recreation Ground	CW and MW	£75,000	Spring 2021
Secure footpath from A35 Southampton Road to Coles Mead	MW and GR		Spring 2021
Secure combined lease for Football Club and Coles Mead and partnership agreement	MW and CW	£5,000	Spring 2021
Continue to explore opportunities for external funding	MW and CW		On-going
Continue to investigate feasibility of creating Toddlers' playground at Great Mead	MR	£25,000	On-going
Update CCTV package	TD/CW/MW		Spring 2021
Replace carpet and life expired equipment in Zone 1 of Coles Mead Recreation Ground	JG and MW	£25,000	Autumn 2021
PLANNING (Graham Reeve)			
Production of Village Design Statement	GR		On-going