

SANDLEHEATH PARISH COUNCIL

Minutes of the Annual General Meeting of the Sandleheath Parish Council held on Monday 18th May 2009 in St.Aldhelm's commencing at 7-30pm.

PRESENT: Chairman - Mr S.Daykin
Vice-Chairman - Mr R.Fenn
Councillors - Mrs K.Coyle, Mr D.Dean, Mr B.Martin, Mr G.
Maynard & Mr JP Stockton
Clerk to the Council – Mr B.Shemmings

Also in attendance were 3 village residents.

- 09.147 Apologies for absence
Received from district councillors Lt.Col Shand & Dr M.Whitehead, both attending the annual meeting of the New Forest District Council.
- 09.148 To elect a Chairman for the forthcoming year
Under the 5 year rule in the Standing Orders Cllr Stockton could not stand for re-election. Tributes were paid to Cllr Stockton for his hard work on behalf of the Council and village residents over the past year & Cllr Fenn presented him with a tankard to commemorate his five years in office. It was then moved & seconded "That Cllr Simon Daykin be elected Chairman for the forthcoming year." There were no further nominations and Cllr Daykin was elected unopposed.
- 09.149 To elect a Vice-Chairman for the forthcoming year
It was moved & seconded "That Cllr Robin Fenn be elected Vice-Chairman for the forthcoming year". There were no further nominations & Cllr Fenn was elected unopposed.
- 09.150 To consider any amendments to Standing Orders
There were no amendments put forward.
- 09.151 To confirm responsibilities of Parish Councillors
- a) Planning – Cllrs Daykin, Dean & Martin (it was agreed that the sub-committee could call on the services of Cllr Stockton as necessary)
 - b) Industrial Estate – Cllr Maynard
 - c) Highways/Transport – Cllr Fenn
 - d) Village Plan/Community PR – Cllr Maynard
 - e) Police Liaison – Cllr Stockton
 - f) Footpaths/The Common/Environment – Cllr Mrs Coyle
 - g) Web-site – Cllrs Daykin & Mrs Coyle
 - h) Press Officer – Mrs Winifred Rickman
- 09.152 Minutes of Previous Meeting (6th April 09)
The minutes of the meeting held on the 6th April were read, approved and signed as a correct record of the business transacted.

09.153 Matters Arising

a) Housing Needs Survey

The Clerk said that to date he had received written comments from two councillors. Cllr Stockton said that as he was no longer Chairman he was now in a position to put forward his criticisms of aspects of the housing needs survey. Cllr Stockton then outlined in detail the points he felt should be made known to Community Action Hampshire. After debate it was agreed that the Clerk would over the next few weeks draft a response to Gordon Richardson at Community Action Hampshire incorporating the points made by the councillors who had put forward specific criticisms. The draft could then be circulated to parish councillors for their final agreement.

b) Highways

Cllr Fenn said that there was very little to report. Bob Brown, the Highways Superintendent, was currently dealing with the list of points that had arisen during the last village walkround. Cllr Fenn said that he would be contacting Bob Brown to ascertain the current position regarding implementation of the points that had been raised.

c) Village 30 scheme

The Clerk said that he had hoped that the 30mph signs would have been in place by last Friday according to a letter he had received from the appropriate official at Hampshire County Council. He said that it is highly likely that the new signs would be in place sometime during this week. Discussion took place on the need for enforcement once the new speed limits were operative. It was agreed that the Clerk should contact the Highways/police once the new 30mph speed limit was fully operative to discuss the possibility of a speed indicator device or illuminated repeater 30mph sign being installed on Main Road. It was felt that a police presence on the highway from time to time (not necessarily with a speed radar gun) can also be a deterrent to motorists who may be exceeding the speed limit. Further thought would be given to the complaints by residents in Scats Lane about apparent speeding of vehicles. The general view of councillors was that vehicles parked in a road is a deterrent to speeding vehicles.

d) Use of Community Service Workers on the Common

The councillors generally agreed that the community service work on the Common in April was most successful & the Clerk was asked to make an approach to Hampshire Probation Service to make a booking for the autumn as the two paths in the village (Bishops Lane & the rear of the industrial estate) could be tended plus further work on the Common such as trimming under the trees & cutting back the area around the sight lines where the Common track joins the main road and Bishops Lane joins main road. This is also something which can be referred to HCC. The Clerk said he had written to Hampshire Probationary Service thanking the supervisor & workers involved for their hard work on 4th, 18th & 25th April

09.154 Planning

It was confirmed by the Clerk that there were no new planning applications to be considered. The meeting noted the following decisions taken by the NFDC Planning Authority:

08/93381 Mr Edwards Retention of boundary fencing, gates & walls
Courtlands, 8 Manor farm Rd, Sandleheath
Planning permission granted with conditions

09/93713 Forres Sandle Manor Educational Trust Continued siting of
temporary classroom Forres Sandle Manor School, Station Rd, Sandleheath.
Temporary planning permission granted.

09.155 Finance

a) Current situation

Current account £1769.37 Deposit account £2103.55 Treasurer Trust
Account £306.01

- b) To approve receipts & payments accounts to year ended 31st Mar 09
The Clerk said that the internal auditor, Mr Purdy, had carried out the internal audit and had approved the accounts. The next stage will be the external audit to be carried out by the Audit Commission. The Council considered the receipts and payments accounts as presented by the Clerk and endorsed the report to the meeting. It was noted that the Clerk's remuneration was less during the past financial year than in the previous year. The Clerk confirmed that during the financial year to March 08 this included the increase in remuneration based on the NALC scale. During the year to March 09 the Clerk said that whilst under the terms of his contract of employment he received a quarter of his annual pay every 3 months (as opposed to the previous 3 times per year) but had omitted to pay himself during one quarter. He said that this was his error & it was not his intention to make a retrospective claim for the 3 months pay. The parish council members were unanimous that the Clerk should not suffer financially for this error and that during this current financial year he should receive the money involved (ie £423.80).

c) Other finance matters

The council members approved the following invoices:

For Mr Malcolm Purdy for carrying out the internal audit	£ 70.00
For purchase of publication of Arnold Baker "Local Council Administration" Series 8	£ 65.00
For Parish of Fordingbridge 1 year's room hire at St. Aldhelm's	£ 90.00
For Mr Simon Daykin – Chairman's allowance	£ 50.00
For Mr B.Shemmings - Clerk's remuneration for quarter to May 09	£435.24

Cheques for the above amounts were drawn & signed.

It was agreed that in the accounts next year the two seats & bus shelter listed as assets should be written down by 20% by way of depreciation.

09.156 Cutting the Common Paths

The Clerk in his report said that two councillors had expressed a view that it would be appropriate for the Common paths to be maintained. Details had been submitted of persons who had expressed an interest in cutting the paths.

After a short debate it was resolved that (a) the Common paths continue to be cut separate from the main cut of the Common and (b) the Clerk to make contact with the two persons who had indicated their interest to ascertain their financial terms. The Clerk would liaise with Cllr Mrs Coyle once this information was known to finalise the engagement, bearing in mind the policy of using local tradesmen wherever possible

09.157 Internet Communications

The Chairman said that both he & Mrs Coyle were working on improvements to the web-site. Obviously the new Council will be listed on the notice board & the web-site. Also the councillor profiles will be listed on the web-site. It was felt appropriate to let villagers know what the parish council had achieved over the past year. Bearing in mind that probably the majority of residents had computers/internet/broadband it was agreed that the Clerk should put on the notice board a note informing residents that the council were thinking of putting out a news sheet outlining up-to-date information of interest. There is something like 80 villagers who are in receipt of Neighbourhood Watch information & therefore this list can be increased if all those who wanted to receive the news sheet can add their names to the Neighbourhood Watch list. The Clerk was asked to check with CPSO Jim Hordle whether he was carrying out the police security marking on bicycles when the mobile police office visits the vil

09.158 Play Area Project

The Chairman confirmed that the questionnaire & covering letter had now been completed and would be in the hands of councillors for distribution within the next week or so. The village shop/post office had agreed to have a box in the shop so that villagers can put in their completed questionnaires. Alternatively they could send their questionnaires to the Clerk.

09.159 Village Design Statement

Cllr Stockton apologised for not having completed his part of the Design Statement but work commitments had proved impossible for him to do any more work on the document.

09.160 Annual Parish Assembly Report

The Clerk said that the turnout was good for a small village. He felt that CPSO Jim Hordle had made a useful & interesting presentation. to the meeting. Much of the debate had centred around the speed of vehicles particularly down Scats Lane.

09.161 Correspondence

- a) The Clerk said that Helen Tague, the Clerk of Fordingbridge Town Council, retires this month after some 30 years. The Clerk was asked to send a note of good wishes to Helen Tague on behalf of the parish council.
- b) The meeting endorsed the Clerk's action in agreeing that the Churches Together "Songs of Praise" could be held on the Common on 12th July commencing at 6pm. The churches would provide their own insurance.
- c) The Clerk briefly reported on his correspondence with Ian Lawrence, the

Paths Officer of HCC & Mr Gould, of Thorps Farm regarding the latter's idea to divert the current path from Bishops Lane to Alderholt Mill which cuts across his land. It was confirmed that HCC will involve the parish council & also the Ringwood & Fordingbridge Footpath Society once details of the proposed diversion is known.

- d) The Clerk drew the attention of the meeting to the fact that the NFALC was looking for regular attendances from affiliated parish councils at their quarterly meetings (the next one being on Thursday 18th June at 7-30pm at NFDC offices Lyndhurst). The Clerk had by electronic means passed over copies of the agenda & minutes of the NFALC to all councillors. Cllr Stockton said that he would try to attend if possible.

09.162 Any other business

Cllr Fenn made reference to an untaxed red car that is parked on Common land opposite Coronation Terrace. It was confirmed that whilst we have never taken action about vehicles belonging to Coronation Terrace residents who park on this part of the Common nevertheless it is a privilege which can be withdrawn if the Common is to be used as a park for u/s vehicles. The Clerk said he would make some enquiries & then write to the offender.

09.163 Date of next meeting

Monday 22nd June 09 at 7-30pm in St.Aldhelm's

There being no further business the Chairman closed the meeting at 9pm.