



Minutes of the Parish Council Annual Meeting of Sandleheath Parish Council (SPC) held on Thursday, 30<sup>th</sup> July 2015 at 7.30pm at St Aldhelm's.

PRESENT:                      Chairman    Mr. JP Stockton  
   Councillors    Mr. G Maynard, Mr. D Wright and Mr. K Andrews  
                        (arrived at 7.35pm)  
   Clerk to the Council    Mrs. V Eden

Also in attendance were residents as detailed in the attendance book and District Cllr Roxanne Bellows

15.123 Apologies for absence

Apologies were received from Cllrs Daykin & Martin, County Cllr Heron & District Cllr Sevier

15.124 Declarations of interest

No declarations of interest were declared.

15.125 Minutes of the meeting held on 25<sup>th</sup> June 2015

The minutes of the meeting held on 25<sup>th</sup> June 2015 were read, approved and signed as correct records of the business transacted

15.126 Matters arising from previous minutes

The Clerk advised the following:

- Update relating to FOIA documentation is ongoing and will be reported at next meeting
- Cllr Stockton advised that Community Speedwatch requires a further volunteer in order to continue operating and a request had been issued via Hampshire Alert.

15.127 Public Participation Session

The Council was reminded that a waterpipe runs underneath the ditch of the Common and that this should be taken into consideration when clearing growth. The villagers present were in favour of a height restrictive barrier to protect the Top Common and were also in support of the resurfacing of Spring Lane.

15.128 Matters to report

The ongoing purchase of a long-term lease in relation to St. Aldhelm's is still progressing following the launch meeting on 9<sup>th</sup> July 2015.

The Clerk advised that she had contacted Dean Brunton for an update in relation to the cycle path leading from the industrial estate and he had advised that, further to an internal consultation, concerns have now been raised about the impact on the woodland which is a designated SINC. The Parish Council expressed disappointment that such concerns have been raised at this late stage and District Cllr Bellows advised that she would arrange a meeting with NFDC to discuss as soon as she could.

15.129 Highways/Footpaths

- a) Highways – Cllr Wright advised that there was nothing to report at present.
- b) Footpaths – Investigation into applying for the Small Grants Scheme in relation to the resurfacing of Spring Lane is ongoing and Cllr Stockton advised that he had obtained a quote for £2300 (+ VAT) for the work required. The Parish Council will now clarify who owns the land and obtain a second quotation to meet the requirements of the Small Grants Scheme. It was noted that the next deadline for the scheme is 26<sup>th</sup> October 2015. The Parish Council acknowledged the support from the villagers present and will contact the Methodist Chapel to ascertain their support - they have previously indicated that their parishioners would like better access to the Chapel from the Main Road. Cllr Stockton will report his progress at the next meeting and start to complete the application form.  
Cllr Stockton advised that he had reported the broken stile in Bishops Lane and reiterated that overhanging trees should be reported via the HCC website.

#### 15.130 The Common

- a) Cllr Stockton provided a short report. He advised that he was obtaining quotations for the supply and fitting of a height restrictive barrier. To date, a quotation had been received from Peter Nobel (£1054 + VAT) but a meeting for a further quotation was arranged for 3<sup>rd</sup> August 2015. The Parish Council is keen to use a local company for the work required and it was noted that costs researched online had been higher.

The Parish Council **RESOLVED** the following **MOTION**:

**To authorise the purchase of a height restrictive barrier based on the better of two formal quotes and researched off the shelf costs**

It was suggested that the NFDC grass cutting team should mow closer to the ditch (near the private road edge). Clerk is to contact NFDC grass cutting team accordingly.

- b) The Clerk advised that comments have now been received from the NFDC legal team, the Gypsy Liaison Officer at HCC and Hampshire Police in relation to the Unauthorised Encampment Policy. The NFDC legal team had raised some queries and District Cllr Bellows advised that she would find a suitable contact for the Clerk to liaise further.

#### 15.131 Village Plan

Cllr Maynard provided a short report. Some amendments to the Village Plan had been considered and a possible consultation process was suggested. After a short discussion, it was agreed to wait for the district council to finish its local plan revision prior to formally amending the Village Plan. It was suggested that District Cllr Sevier may be able to provide suitable advice to the Council once the revised local plan was adopted.

#### 15.132 Parish Lengthsman

- a) Cllr Stockton provided a short report and gave an overview of tasks undertaken by the new lengthsman on his first visit to the village on 13th July 2015. It was felt that this visit had gone well.
- b) The Clerk advised that the Parish Lengthsman would next be in the village in October and reiterated that worksheets are to be forwarded to Fordingbridge Town Council two weeks prior to his visit. The Chairman advised that a substantial list would need to be considered at the next meeting in September.

#### 15.133 Meetings of outside bodies

- a) Planning Training – 30th June 2015. This was attended by Cllr Stockton and he made the councillors aware that if the district council disagreed with the Parish Council's decision when PAR 3 (Recommend Permission) or PAR 4 (Recommend Refusal) were selected, the application would then have to go to committee.
- b) SLCC Roadshow - 1st July 2015. Clerk attended this and new requirements relating to the Transparency Code were noted (Annual Return, expenditure over £100, land owned by Parish Council and responsibilities of Councillors are to be reflected on parish council website. This has been actioned accordingly).
- c) HALC – Openness & Transparency Training - 6th July 2015. The Clerk attended this training.
- d) Parish Liaison Meeting 16th July 2015. Cllr Andrews attended this and a short overview was provided in relation to the crime report provided by the police. Cllr Andrews confirmed that he would attend future meetings.

#### 15.134 Training

- a) Cllr Stockton advised that he hoped to attend the HALC Knowledge & Core Skills training on 4th August 2015 and report back to the Parish Council accordingly.

#### 15.135 Correspondence

The Clerk advised that relevant correspondence had been forwarded to councillors via email but drew their attention to the Correspondence Overview (Appendix 1). The members were advised to note any deadlines.

15.136 Planning Applications

- a) To receive and comment on applications received:

**APPLICATION NO:** 15/10926  
**TYPE:** Full Planning Permission  
**SITE:** DALE HOUSE, MAYFIELD ROAD, SANDLEHEATH SP6 1DU  
**DESCRIPTION:** Single-storey rear extension  
**APPLICANT:** Mr R Keal

After a short discussion, the following recommendation was **RESOLVED**:

To recommend **PERMISSION** but would accept the decision reached by the Case Officer under their delegated powers (PAR 1) as the application has no significant impact on neighbouring properties.

- b) To review decisions received from the NFDC Planning Authority

**APPLICATION NO.** 15/10009  
**SITE:** HURLEY FARM, MARL LANE, SANDLEHEATH SP6 1NY  
**DESCRIPTION:** House; demolition of existing  
**DECISION:** Granted Subject to Conditions

- c) Other planning matters

The Clerk advised that there were no other matters to report.

15.137 Matters to be raised on the next agenda

- Update to be provided by Sandleheath Village Hall Association in relation to the ongoing purchase of the long term lease in relation to St. Aldhelm's.

15.138 Finance

- a) To review current balances and financial position

Current account £3068.50 Deposit account £4311.98

An up to date Financial Statement (Appendix 2) was prepared and forwarded to the Parish Councillors. The Clerk confirmed that RTI reporting was up to date and that the 1<sup>st</sup> Quarters accounts had been forwarded to Cllr Maynard for reconciliation after receiving the necessary bank statement on 24<sup>th</sup> July 2015.

- b) To authorise and sign cheques for payment

The following invoices were approved and the Council **RESOLVED** for the cheques to be drawn up accordingly:

Cheque No	Payee	Details	TOTAL COST
100763	HALC	Clerk's Training – Transparency Code Seminar 6 <sup>th</sup> July 2015	£42.00
100764	Philip Stockton	Grass seed	£31.58

15.139 Date of Next Meeting

Thursday 10<sup>th</sup> September 2015 at 7-30pm in St.Aldhelm's.

The Chairman closed the meeting at 8.47pm.

*NB: These are draft minutes until approved at next Sandleheath Parish Council Meeting*

## Appendix 1 – Correspondence 26/06/2015 – 30/07/2015

Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
01/07/15	Email	NFDC	New Forest District Local Plan Review Sustainability Appraisal	3rd August 2015
02/07/15	Email	Hythe and Dibden PC	Planning presentation - 30th June 2015	
02/07/15	Letter	Robert Heron	Letter of thanks from previous Lengthsman	
09/07/15	Email	HALC	Details re pension workshops - 21/09/2015 and 21/10/2015	
13/07/15	Email	Came & Co	Came & Company Local Council Insurance Brokers has joined the Stackhouse Poland Group ( <a href="http://www.stackhouse.co.uk">www.stackhouse.co.uk</a> ) from 07/15	
15/07/15	Email	Cllr Edward Heron	Promotion of minibus for hire from Fordingbridge & District Community Association	
15/07/15	Email	NFDC	Temporary Road Closure Cranborne Road Damerham - 10th August 2015	
15/07/15	Email	Cllr Edward Heron	Further information in relation to LGBCE Review of Hampshire County Council	03/08/15
16/07/15	Email	HALC	Details re 2016 Annual Conference 9th March 2016	Discount for bookings prior to 01/01/2016
17/07/15	Email	F'bridge Town Council	Notice of travellers in Lymington	
17/07/15	Email	Ringwood Foodbank	Launch of Ringwood Foodbank in Fordingbridge on 24th August 2015	
21/07/15	Email	Sovereign	Playground brochure	
21/07/15	Email	Unipar Services	Unipar Services - Speed Detection & Display Systems Summer 2015 Limited Offer Promotion	End of August 2015
22/07/15	Email	Cllr Edward Heron	Information relating to Traffic Management Agency	
24/07/15	Email	Graham Flexman, NFALC	Daytime and night time closures on A338	From 06/09/2015 for six weeks
24/07/15	Email	F'bridge Town Council	Notes of Parish Liaison Meeting 16/07/2015	Next meeting scheduled for 15/10/15
26/07/15	Email	Rural Services Network	Request to complete survey	
27/07/15	Email	NFDC	Update re cycleway	

## Appendix 2

### Sandleheath Parish Council

**Financial Statement Prepared for Meeting dated Thursday 30th July 2015**

**Total all balances : £7,380.48**

**Balances as at :**

Current (Community Account)	Deposit
<b>£3,068.50</b>	<b>£4,311.98</b>

**Payments since last meeting  
date :**

**25th June 2015**

Cheque No	Payee	Details	TOTAL COST
100759	Victoria Eden	Clerk's fees and expenses first quarter 2015-2016	£501.40
100760	Do The Numbers Ltd	Internal Audit Fee	£155.00
100761	New Forest Access for All	Travel expenses re 10th June 2015	£8.00
100762	Society of Local Council Clerks	SLCC Roadshow on 1st July 2015	£82.80

**Items for payment**

Cheque No	Payee	Details	TOTAL COST
100763	HALC	Transparency Code Training 6th July 2015	£42.00
100764	Philip Stockton	Grass seed	£31.58

**Receipts since last meeting  
date :**

**25th June 2015**

Date	Received From	Details	TOTAL AMOUNT