



Minutes of the Parish Council Meeting of Sandleheath Parish Council (SPC) held on Thursday, 3<sup>rd</sup> December 2015 at 7.30pm at St Aldhelm's.

PRESENT: Chairman Mr. JP Stockton  
Councillors Mr. S Daykin, Mr. B Martin, Mr. G Maynard,  
Mr. D Wright and Mr. K Andrews  
Clerk to the Council Mrs. V Eden

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

15.185 Apologies for absence

Apologies were received from County Cllr Edward Heron.

15.186 Declarations of interest

Cllr Daykin declared an interest in the agenda item relating to the grant aid request by the Sandleheath Village Hall Association (SVHA).

15.187 Minutes of the meetings held on 22<sup>nd</sup> October 2015 and 12<sup>th</sup> November 2015

The minutes of the meetings held on 22<sup>nd</sup> October 2015 and 12<sup>th</sup> November 2015 were read, approved and signed as a correct record of the business transacted.

15.188 Matters arising from previous minutes

The Clerk advised that she was still to forward a letter to the householder in relation to the hedge near Mayfield Road encroaching onto the public footpath.

15.189 Public Participation Session

The Chairman provided an overview as to the agenda items but the villagers in attendance did not wish to add any further comments.

15.190 Matters to report

Cllr Stockton advised that four volunteers had come forward in relation to Community Speedwatch and that their application forms were currently being processed by Hampshire Police.

15.191 Future of St Aldhelm's

Cllr Daykin provided an update. Matters are progressing following a meeting with the Church and it is hoped that a further meeting with the Parochial Church Council will be held in due course.

15.192 Highways/Footpaths

- a) Highways – Cllr Wright advised that he had reported potholes in Scats Lane and Alderholt Road to Hampshire County Council.
- b) Footpaths – Cllr Wright advised that the damage to the Common in front of Coronation Terrace was getting worse. Following a discussion by the Council, it was agreed that the Chairman is to write to the residents so that concerns can be raised and discussed a meeting. This matter will be added to the agenda for the next Parish Council meeting in January 2016.  
District Councillor Bellows provided short update in relation to the proposed cycleway. Funding has been earmarked by the district council and the project is now being progressed by Hampshire County Council (HCC). Cllr Stockton advised that he would chase progress. The Clerk is to forward the correct contact at HCC for the Chairman to write to.
- c) Small Grants Scheme (SGS) application - Cllr Stockton provided a short report in relation to the application for the resurfacing of Spring Lane. The Clerk had received verbal confirmation that the application had been successful from John Cartwright (HCC Ranger) and is awaiting written confirmation in due course.

15.193 The Common

- a) Appropriate Signage for height restrictive barrier– The Clerk had contacted the insurance company and they had advised that appropriate signage for the barrier should be in place. Cllr Stockton had sourced suitable signage reflecting ‘Maximum Headroom – 2m’ at a cost of £20. The Council **RESOLVED** that this cost was acceptable and that signage should be displayed as soon as practicable. It was also noted that the area near the gate on the Top Common was showing signs of damage and the Council agreed that work should be undertaken to protect it. Cllr Stockton will source quotes for both scapins to be put in place and use of a ‘dumpy bag’. Cllr Andrews will investigate where to hire a compactor from.
- b) Grass cutting team – The NFDC grass cutting team were in the village on w/c 26th October 2015. The hedge by the allotments has been trimmed and a stake is now positioned near one of the new trees planted to prevent it getting damaged. The Parish Council confirmed that they were happy with the recent cuts undertaken by the grass cutting team and wish them to continue in the new year. The fallen tree has been safely removed by Avon Tree Care. Sandleheath Community Association (SCA) has also cleared all rubbish from Bonfire Night.

15.194 Parish Lengthsman

- a) The members of the parish council confirmed that they were very happy with the three tasks undertaken by the Lengthsman on his visit dated 30th November 2015. His next visit is likely to be at the end of February 2016 and clerk will confirm in due course.

15.195 Meetings of outside bodies

The Clerk confirmed that she attended the Clerk’s Update on 18<sup>th</sup> November 2015

15.196 Training

- a) HALC Training Calendar. The Council considered this but no new training was agreed at the present time for parish councillors or Clerk. The Clerk will forward the 2016 HALC Training Calendar to all members at the next meeting.

15.197 Record keeping and Updates to Website

The Clerk advised that she was researching Google Drive as a suitable method for storing data in the Cloud environment and there was a short discussion as to the desirability of storing data online. It was agreed to proceed at the present time and that the Clerk would work closely with Cllr Stockton researching this new technology. The Clerk reiterated that website updates were ongoing.

15.198 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 and the following correspondence was highlighted:

15.199 Planning Applications

- a) To receive and comment on applications received:

**APPLICATION NO: 15/11636**

**TYPE: Full Planning Permission**

**SITE: WHITEGATES, ALDERHOLT ROAD, SANDLEHEATH  
SP6 1PT**

**DESCRIPTION: Detached garage**

**APPLICANT: Mr Faulkner**

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

**PAR 1** – To recommend **PERMISSION** but would accept the decision reached by the Case Officer under his/her delegated powers.

**APPLICATION NO:** 15/11641  
**TYPE:** Full Planning Permission  
**SITE:** 1 SANDLE MANOR BUNGALOWS, MARL LANE,  
SANDLEHEATH SP6 1NX  
**DESCRIPTION:** Single-storey rear extension; rooflights  
**APPLICANT:** Mr & Mrs P Skelton

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

**PAR 1** – To recommend **PERMISSION** but would accept the decision reached by the Case Officer under his/her delegated powers.

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

**SITE:** PINELEIGH, ROCKBOURNE ROAD, SANDLEHEATH SP6 1QF  
**DESCRIPTION:** Two-storey side and rear extensions; rooflights  
**DECISION:** Granted Subject to Conditions

**SITE:** 2 CORONATION TERRACE, MAIN ROAD, SANDLEHEATH SP6 1PW  
**DESCRIPTION:** Single-storey rear extension (Prior Approval Application)  
**DECISION:** GPD Approved

c) Other planning matters: There were no other planning matters.

15.200 Matters to be raised on the next agenda

a) Damage to the Common in front of Coronation Terrace

15.201 Finance

a) To review current balances and financial position

Current account £4543.69 Deposit account £4312.73

An up to date Financial Statement (Appendix 2) was prepared and forwarded to the Parish Councillors.

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:

1. HALC - Clerk's Update – 18th November 2015 - £21
2. V Eden - 3rd Quarter's Fees including NJC rise as from 1st January 2015 , Expenses and Working from home allowance - £640.17
3. Philip Stockton - Chairman's Allowance - £50
4. SLCC - Annual Renewal - £51.50
5. NFDC – Election Costs - £133.25

c) Budgetary Documentation: Cllr Stockton went through the documentation prepared by the Clerk and the Council then had a full discussion in relation to its budgetary requirements for the financial year 2016/2017. In light of future expected spending (together with existing commitments, it was noted that there could IT equipment costs in 2016, further capital projects and that, following an audit commencing January 2016, the Clerk's hours may increase to accommodate future workload), it was agreed that the precept request for the financial year commencing April 2016 should be increased.

The following **MOTION** was then proposed:– **Sandleheath Parish Council should increase its spending requirement by 3% to meet future expected expenditure.**

This motion was then put to the vote and **RESOLVED** unanimously. The Clerk is to prepare precept request accordingly.

The Clerk confirmed that requests for Grant Aid had been received from the following charities: Sarah Kinsley Fund, Sandleheath Village Hall Association, Fluffy Chicks, New Forest Disability, Sandleheath Sea Scouts, Fordingbridge Day Centre for the Elderly and Infirm and Rae Straton Lunch Club.

Following a full discussion, the full parish council **RESOLVED** that the following organisations would receive Grant Aid as detailed below as elderly villagers were currently benefiting from their services and the funds would help the organisations to continue with their work:

Fordingbridge and District Day Centre for the Elderly and Infirm	£ 60
Rae Straton Lunch Club/Day Centre	£ 60

In respect of the Grant Aid request from SVHA for £200-£300 to help towards the removal of asbestos from St. Aldhelm's, four members of the council voted in favour of ring-fencing the required funds whilst the lease was still being agreed as they agreed that the project will directly benefit Sandleheath residents, one member voted against and one member abstained, having declared an interest.

#### 15.202 Date of Next Meeting

Thursday 7<sup>th</sup> January 2016 at 7:30pm in St.Aldhelm's.

The Chairman closed the meeting at 8.41pm and invited all those present to stay for Christmas drinks and mince pies.

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

### Appendix 1 - Correspondence 23/10/2015 - 03/12/2015

<b>Date Received</b>	<b>Delivery Method</b>	<b>Received From</b>	<b>Details</b>	<b>Meeting date / Deadline / Consultation Period</b>
26/10/15 & 26/11/15	Email	HCC	Draft Walking Strategy Consultation -- Hampshire County Council	07/12/15
27/10/15	Email	Christchurch & East Dorset Councils	Public Consultation -- Statement of Community Involvement: Review 2015	09/12/15
29/10/15	Royal Mail	SHVA	Grant Aid request	
30/10/15	Email	Hampshire Police	2 volunteers for Community Speedwatch	
02/11/15	Email	WGC TREE SERVICES	Tree Surgery and Woodland Maintenance	
03/11/15	Email	NFALC	Minutes - 15/10/2015	
04/11/15	Royal Mail	SHVA	Further information in relation to Grant Aid request	
05/11/15	Email	Hampshire Library Service	Have your say on the draft strategy for the future of Hampshire's Library Service	16/01/15
05/11/15	Email	NFDC	INFORMATION ONLY to Sandleheath Parish Council of new Planning Application 15/11588	
07/11/15	Email	Sandleheath Sea Scouts	Grant Aid request	
11/11/15	Email	County Cllr Edward Heron	Information relating to Library Service and Highways Services Consultations	16/01/15 & 11/12/15
13/11/15	Email	NFDC	Forward Plan – December 2015	
16/11/15	Email	NFDC	SID / SLR Deployments for November 2015	
17/11/15	Email	Community First New Forest	Monthly E--bulletin	
17/11/15	Email	HALC	NALC Affiliation Levy 2016--2017	
18/11/15	Royal Mail & Emails	Local Government Boundary Commission	Electoral Review of Hampshire -- Draft Recommendations	11/01/15
21/11/15	Royal Mail	SLCC	Renewal of membership	
23/11/15	Email	Fordingbridge and District Day Centre and Rae Straton Lunch Club	Grant Aid request	
<b>Date Received</b>	<b>Delivery Method</b>	<b>Received From</b>	<b>Details</b>	<b>Meeting date / Deadline</b>

				<b>/ Consultation Period</b>
23/11/15	Email	NFALC	HCC ETE Parish Event summary and link to slides	11/12/15
24/11/15	Email	HALC	AGM minutes	
24/11/15	Email	HLOW Devolution Programme	Newsletter	
24/11/15	Email	NFDC	Precept Letter	15/01/15
25/11/15	Email	HALC	Introducing CiLCA 2015 and the Hampshire ALC Training & Mentoring Programme	
25/11/15	Email	The Conservation Volunteers	TCV support for local councils	
26/11/15	Email	HALC	National Highway and Transport Public Satisfaction Survey – Public Representative Consultation	18/12/15
27/11/15	Email	HALC	Food and Friendship November Newsletter from AGE CONCERN	
30/11/15	Email	HALC	Letter from Steven Lugg	
02/12/15	Email	HLOW Devolution Programme	Parish Devolution Workshop	Tuesday 1st March 2016 between 2.30pm - 5pm
03/12/15	Email	NFDC	Changes to refuse and recycling collections Christmas and New Year - POSTERS TO BE REQUESTED	
03/12/15	Email	HALC	HERITAGE. IDENTITY AND PLACE - The Royal Society of Arts is collaborating with the Heritage Lottery Fund to better understand the links between heritage and identity at the local scale- <a href="http://tinyurl.com/odb3smw">http://tinyurl.com/odb3smw</a>	

# Sandleheath Parish Council - Appendix 2

## Financial Statement Prepared for Meeting dated Thursday 3rd December 2015

**Total all balances : £8,856.42**

**Balances as at :**

Current (Community Account)	Deposit
£4,543.69	£4,312.73

**Payments since last meetings dates : 22nd October 2015 &  
12th November 2015**

Cheque No	Payee	Details	TOTAL COST
100767	R M Fencing Limited	Cost of Height Restriction Barrier	£1,008.00
100768	Information Commissioner's Officer	Data Protection Renewal	£35.00
100769	Philip Stockton	Padlock for Barrier on Top Common	£147.95
100770	British Legion	Poppy wreath	£35.00
100771	HALC	Pensions Workshop - 21st October 2015	£30.00
100772	Avon Tree Care	Fallen Tree on Common	£150.00

### Items for payment

Cheque No	Payee	Details	TOTAL COST
100773	HALC	Clerk's Update - 18th November 2015	£21.00
100774	V Eden	3rd Qtr's fees, expenses and working from home allowance	£640.17
100775	Philip Stockton	Chairman's Allowance	£50.00
100776	SLCC	Annual renewal - costs to be shared	£51.50
100777	NFDC	Election Expenses - 7th May 2015	133.25

**Receipts since last meetings dates :**

Date	Received From	Details	TOTAL AMOUNT