



Minutes of the Parish Council Meeting of Sandleheath Parish Council (SPC) held on Thursday, 7th January 2016 at 7.30pm at St Aldhelm's.

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

Also in attendance were residents as detailed in the attendance book.

16.01 Apologies for absence - Apologies were received from Cllr Wright and District Cllr Ann Sevier

16.02 Declarations of interests - No declarations of interest were declared.

16.03 Minutes of the meeting held on 3rd December 2015 - The minutes of the meeting held on 3rd December 2015 were read, approved and signed as a correct record of the business transacted.

16.04 Matters arising from previous minutes - Following assistance from Hampshire County Council (HCC) and Fordingbridge Town Council, the Clerk advised that she had devised a letter to the householder in relation to the hedge near Mayfield Road encroaching onto the public footpath and would forward accordingly.

16.05 Public Participation Session - The Chairman provided an overview as to the agenda items and highlighted that the Parish Council would be considering suitable action to protect Common area in front of Coronation Terrace. It was confirmed that the Parish Council owned this area of land and copies of the land registry deeds were offered to the villagers present. All residents of Coronation Terrace have rights of access to their properties (although deeds differ for each of the six properties) so vehicles may be taken to the properties but residents do not have the automatic right to park their vehicles in front of their properties. The Parish Council is not obliged to maintain parking rights nor can it afford to regularly maintain the land in the event of vehicle damage. However, the Chairman stressed that the Parish Council would like to work with the residents of Coronation Terrace and Fernlea by seeking a mutually agreeable solution to protect this piece of land. He confirmed that he had sought advice from Hampshire County Council and been advised that the Parish Council may be able to apply to the Small Grants Scheme but it is unlikely to receive funding for a project improving access to private properties if residents are not willing to contribute. After a lengthy discussion, during the which the various problems and potential solutions were explored, the residents agreed to work together to agree a proposal to improve the land in front of their properties and present it to the Parish Council at the next meeting.

16.06 Matters to report - Cllr Stockton provided an update in relation to Community Speedwatch. Two new volunteers were now trained and had been out in the village that morning. The average speed was 29.9mph although 41% of drivers had exceeded the 30mph limit.

16.07 The Common

a) Following the public participation session when this matter was discussed with villagers present, the following **MOTION** was proposed:

The current situation in relation to the land in front of Coronation Terrace is untenable and the Parish Council will await to receive a suitable proposal from the residents of Coronation Terrace and Fernlea for consideration at the next meeting.

This motion was then put to the vote and **RESOLVED** unanimously.

b) The Chairman provided an update. Following monitoring, it was agreed that work should be undertaken to protect the Top Common. The Chairman is to arrange a meeting with Sam Jones, Countryside Access Team at Hampshire County Council (HCC) for further advice and report back to the Parish Council at the next meeting. The Parish Council agreed that it was happy with the work undertaken by the grass cutting team on the Common and for recent cuts to continue in the new year.

- 16.08 Future of St Aldhelm's
Cllr Daykin provided an update. The Parochial Church Council had endorsed the earlier meeting held and instructed their legal representatives. Nothing further to report at present.
- 16.09 Highways/Footpaths
- a) Highways – Cllr Wright was not present to provide an update although it was noted that HCC had been seen putting white lines around potholes. The brambles behind the village shop were also highlighted as causing a concern and the Clerk is to forward an online report to HCC.
 - b) Footpaths – Cllr Wright was not present to provide an update.
 - c) Small Grants Scheme (SGS) application - The Clerk confirmed that she has now received written confirmation that the application had been successful in relation to the resurfacing of Spring Lane. HCC has offered to award 25% of the cost, New Forest District Council (NFDC) will contribute 25% from developer contributions and Sandleheath Parish Council is to contribute the remaining 50%. Following a short discussion, the following **MOTION** was proposed:
The Parish Council is to accept the offer put forward by the Small Grants Scheme and issue purchase order to R Ball and Son for the resurfacing of Spring Lane based upon the fact that HCC and NFDC will be paying 50% of the cost.
This motion was then put to the vote and **RESOLVED** unanimously. The Clerk is to forward the purchase order accordingly.
 - d) Cyclepath – Cllr Stockton provided an update. Although this project is planned to go ahead, there are still concerns about who is going to be responsible for ongoing maintenance. HCC is to return to the council in due course.
- 16.10 Parish Lengthsman - The Clerk confirmed that Marcus Noke's next visit is on 29th February 2016 and worksheets are to be forwarded to Fordingbridge Town Council two weeks prior to this date. Additional tasks were considered and it was agreed for Cllr Stockton to get a quote from the Lengthsman in relation to the supply and fit of dragons teeth and scapins on the Lower Common. Cllr Stockton will then explore whether this tasks could be added to a future worksheet. It was also agreed that one of the lengthsman's tasks may be to clear any remnants from Bonfire Night, should Sandleheath Community Association (SCA) be unable to do so.
- 16.11 Training - HALC Training Calendar 2016. The Council considered this but agreed that no further training was required at the present time.
- 16.12 Record keeping and Updates to Website - The Clerk confirmed that this was continuing to research Google Drive as a suitable method for storing data in the Cloud environment and reiterated that website updates were ongoing, although she was currently liaising with NFDC as she was currently having problems uploading information.
- 16.13 Meetings of outside bodies - The Clerk advised that the next Parish Liaison meeting was scheduled for Thursday 14th January 2016, although she had not yet received confirmation from Fordingbridge Town Council. Cllr Andrews agreed to attend. There were no reports from members who had attended meetings of outside bodies.
- 16.14 Speaker for Annual Parish Meeting - After a short discussion, it was agreed for the Clerk to contact Sustrans (a leading UK charity enabling people to travel by foot, bike or public transport) to see if a speaker could attend the Annual Parish Meeting in April.
- 16.15 Meetings of the Parish Council 2016-2017 - The Parish Council received a list of possible meeting dates for the new financial year. It was noted that some dates fell during the school holidays and it was agreed for the Clerk is to amend dates so that any meetings fall outside of school holidays.
- 16.16 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.

16.17 Planning Applications

- a) To receive and comment on applications received: None received
- b) To review decisions received from the NFDC Planning Authority:

SITE: LAND ADJACENT UNIT 17, SANDLEHEATH INDUSTRIAL ESTATE,
OLD BRICKYARD ROAD, SANDLEHEATH SP6 1PA
DESCRIPTION: Removal of Conditions 7 & 11 of Planning Permission 14/11246 to remove
duplicated Condition and to remove the need for BREEAM
DECISION: Granted Subject to Conditions

SITE: WHITEGATES, ALDERHOLT ROAD, SANDLEHEATH SP6 1PT
DESCRIPTION: Detached garage
DECISION: Granted Subject to Conditions

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

16.18 Matters to be raised on the next agenda

- a) Review of standing orders
- b) Draft risk assessment
- c) Common area in front of Coronation Terrace

16.19 Finance

- a) To review current balances and financial position
Current account £3647.77 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. Philip Stockton – Signage for height restrictive barrier - £19.24
 - 2. Grant Aid – Fordingbridge & District Day Centre - £60
 - 3. Grant Aid – Rae Straton Lunch Club - £60The Parish Council also received a donation from Cllr Stockton in the sum of £35
- c) The Clerk advised that the NFDC Grounds maintenance invoice is to be received imminently, following an error at the district council as the invoice should have been forwarded in November 2015. It has been confirmed that the costs are the same as last year - £556.80. Following a short discussion, the Council **RESOLVED** that this cheque could be drawn up prior to the meeting in February and forwarded on accordingly.
- d) Confirmation of Precept Request - The Clerk clarified that the Sandleheath Parish Council spending requirement for 2016-2017 is to be £7004 as agreed at previous meeting (precept £6963 and discretionary grant £41). This request would now be forwarded to NFDC.

16.20 Date of Next Meeting

Thursday 18th February 2016 at 7:30pm in St.Aldhelm's.

The Chairman closed the meeting at 9.01pm.

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

Appendix 1 - Correspondence 04/12/2015 - 07/01/2016

Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
07/12/15	Email	HALC	Reminder - Hampshire Boundary Review Consultation	11/01/16
07/12/15	Email	HALC	Review of Local Council Tax Support Scheme Consultation	
07/12/15	Email	HALC	Reminder - Transparency Fund	
07/12/15	Email	HALC	Reminder - Review of Community Infrastructure Levy	13/01/16
07/12/15	Email	HALC	Reminder - Hampshire Libraries Consultation	
07/12/15	Email	Hampshire County Council	Fourth round re Small Grants Scheme - New deadline	25/01/16
09/12/15	Email	Acess Team South - HCC	New Area Teams and the Rights of Way Vegetation Priority Cutting Lists for your Parish 2016	01/02/16
10/12/15	Royal Mail	NFDC	Dementia Newsletter - Autumn/Winter 2015	
10/12/15	Email	HIOW Devolution Programme	Newsletter	
11/12/15	Email	Fordingbridge Town Council	Parish Lengthsman Dates 2016	01/02/16
11/12/15	Email	NFDC	Hometalk Magazine	
14/12/15	Royal Mail	Hampshire County Council	Successful application to the Small Grants Scheme	07/01/2016 - extension requested
15/12/15	Email	NFDC	Decision on Planning Application 15/11432 - LAND ADJACENT UNIT 17, SANDLEHEATH INDUSTRIAL ESTATE, OLD BRICKYARD ROAD, SP6 1PA - Granted Subject to Conditions	
16/12/15	Email	HALC	Spending Review Conference Calls Note	

Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
16/12/15	Email	NFDC	Forward Plan	
18/12/15	Email	Transparency Fund and Sector Led Body - NALC	First Communication from the chair of the Smaller Authorities' Audit Appointments Ltd	
21/12/15	Email	HCC	Neighbourhood Planning in Hampshire	
21/12/15	Email	NFDC	Harah newsletter	
22/12/15	Email	HALC	First Communication from the chair of the Smaller Authorities' Audit Appointments Ltd - EXTENSION OF DEADLINE	31/03/16
23/12/15	Email	NFDC	Clean for the Queen	
27/12/15	Email	Village resident	Thoughts in relation to footpath adjacent to Fernlea & Coronation Terrace	
02/01/16	Email	NFDC	Decision on Planning Application 15/11636 - WHITEGATES, ALDERHOLT ROAD, SANDLEHEATH SP6 1PT - Detached garage - Granted Subject to Conditions	
04/01/16	Email	Hampshire Alert	Police And Crime Commissioner Precept Survey	
05/01/16	Email	NFALC	NFALC meeting - 14.01.16 at Appletree Court, Lyndhurst	
05/01/16	Email	NFDC	New Forest District Council - Information Bulletin - December 2015 Edition - http://newforest.gov.uk/CHttpHandler.ashx?id=30716&p=0	
06/01/16	Email	SSE	SSE Contracting are now an Independent Connections Provider (ICP)	

Sandleheath Parish Council - Appendix 2

Financial Statement Prepared for Meeting dated Thursday 7th January 2016

Total all balances :	£7,960.50
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Balances as at : 7th January 2016

Current (Community Account)	Deposit
£3,647.77	£4,312.73

Payments since last meetings dates : 3rd December 2015

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

Items for payment

Cheque No	Payee	Details	TOTAL COST
100778	Philip Stockton	Payment for Height Restrictive Barrier signage	£19.24
100779	Fordingbridge and District Day Centre	Grant Aid	£60.00
100780	Rae Straton Lunch Club	Grant Aid	£60.00

Receipts since last meetings dates : 3rd December 2015

Date	Received From	Details	TOTAL AMOUNT
07/01/15	Philip Stockton	Chairman's Donation	£35.00