



Sandleheath
Parish Council

Minutes of the Parish Council Meeting of Sandleheath Parish Council (SPC) held on Thursday, 23rd February 2017 at 7.30pm at St Aldhelm's.

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

Also in attendance were 5 residents and County Cllr Edward Heron

17.22 To receive apologies for absence - Apologies received from Parish Cllrs Simon Daykin and Graeme Maynard and District Cllr Roxy Bellows

17.23 To receive any declarations of interest by any councillor on any agenda item - Cllr Wright in relation to planning application 17/10101

17.24 To approve and sign the minutes of the meetings held on 5th January 2017 and 19th January 2017. The minutes of the meetings held on 5th January 2017 and 19th January 2017 were read, approved and signed as a correct record of the business transacted.

17.25 Public Session - The Chairman provided an overview to the agenda. One resident raised a concern about the surface water on Main Road and the Clerk is to again raise the matter with Bob Brown, Hampshire Highways. A member of the Sandleheath Community Association (SCA) advised that he would be meeting with Esther Smeardon, Countryside Access Team, to discuss publicity for the opening of the cyclepath shortly. The new owner of part of Lower Court Wood also asked villagers if they had any information on the history of the land that he had bought. It was also noted that people had turned up for the previous meeting on 16th February 2017, when it had been moved to the following week due to the availability of councillors. It was agreed for a notice to be displayed at St. Aldhelm's should this occur in the future.

17.26 Reports by County and District Councillors - County Cllr Heron advised that Hampshire County Council (HCC) had decided to continue funding the Parish Lengthsman scheme for the 2017/2018 financial year. The contract for Hampshire Highways is being reviewed at the present time. HCC's council tax (consisting of two elements - council tax and an adult social care precept) has increased by 4.99%.

17.27 Matters to Report -

- There are still some problems uploading PDF documents to the parish council website and villagers were reminded to report any problems to the Clerk.

17.28 The Common

- a) Update in relation to signage to be displayed on the barrier - Emergency Contact process is to be forwarded to NFDC for approval once the Clerk has undertaken the Community Emergency Planning training on 9th March 2017. It was agreed for Cllr Andrews to be additional keyholder for the Top Common gate.
- b) Update in relation to suitable action to protect Common area in front of Coronation Terrace - It was noted that further resurfacing had been undertaken at the top end of Coronation Terrace although no update has been received from the residents. Clerk to request update and forward NFDC cutting dates to all residents so that cars are not on areas that require cutting on the relevant dates accordingly.
- c) Proposed cutting dates were forwarded by Clerk and agreed to be forwarded to the NFDC team. SCA confirmed that the fete would be held on 17th June 2017 and Bonfire Night on 5th November 2017. As yet, the date of the Songs of Praise event is not known and Clerk will research accordingly. It was agreed that the grass cutting team should cut around trees

near the nettles on the Lower Common and cut alongside the road on the Top Common during the first cut. Clerk to liaise with the team accordingly.

d) Update in relation to any other concerns

- The hinges on the Common gate have been repaired by the Parish Lengthsman.

17.29 Highways/Footpaths

a) Cyclepath Update - Esther Smeardon had forwarded an email update advising that the path material is bedding in really well. A recent site visit following some significant rainfall had identified that there are a couple of points along the section of path near Hurley Farm where culverts are required and HCC is looking to install them soon (the landowner is in agreement). HCC will also be installing the removable bolts in the barriers at the Industrial Estate end of the path very soon and the dead tree with potential for bats is awaiting the correct time of year for work (in the next few months when any bats will have emerged from hibernation). Ongoing work is to be monitored accordingly.

b) Update in relation to ongoing repairs to highways - Cllr Wright provided an update. The potholes at the top of Alderholt Road have now been repaired although the other side of the road had suffered verge damage whilst the work was being undertaken. The members are disappointed that these verges have been damaged and are liaising with Hampshire Highways accordingly. County Cllr Heron asked to be updated should the parish council continue to be disappointed by Hampshire Highways response.

Signage in respect of Bishops Lane was requested by the Clerk but cannot be actioned as Bishops Lane is not recorded on maps nor identified by Royal Mail. The Clerk was asked to chase further with the NFDC Address Management team as properties are located on this bridleway. It was also noted that pot holes are appearing at the entrance to Bishops Lane and the situation is to be monitored.

The bridge repair on Alderholt Road is ongoing although it was noted that members were disappointed by the lack of signage at Scats Lane and will liaise with Hampshire Highways accordingly.

Residents were reminded to report any further concerns online at the following address:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems>

17.30 Future of St Aldhelm's - Keith Bennett, SCA member, provided a short update in the absence of Cllr Daykin. Sandleheath Village Hall CIO held an AGM on 30th January 2017 and the minutes are reflected on the Parish Council website. A draft lease is now with the SCA solicitor and matters are progressing accordingly. A £800 district councillor grant has been received from District Cllr Ann Sevier and will be held by the parish council until a lease has been signed.

17.31 Parish Lengthsman Scheme

- The Parish Lengthsman visited the village on 30th January 2017 and 13th February 2017. The following tasks were undertaken:
 - Clearance of leaves on Spring Lane
 - To improve condition of trees in middle of Common
 - To clear telephone wires in wood by Bishops Lane
 - To repair hinges on gate on Top Common

The members were reminded to forward any further tasks to the Chairman.

17.32 Removal of Public Telephone in Sandleheath - The Clerk confirmed that it would cost approximately an additional £5 to insure the telephone box and that there are two options in relation to the power supply. At present maintenance costs are unknown. Possible uses were considered including the storage of a defibrillator and usage as a Community Hub. However it was agreed to defer this matter until the next meeting once further research undertaken.

17.33 Planning Applications

a) To receive and comment on applications received:

APPLICATION NO: 17/10101
TYPE: Full Planning Permission
SITE: CROSSROADS, MAIN ROAD, SANDLEHEATH SP6 1PP
DESCRIPTION: Outbuilding

After a short discussion the following decision was **RESOLVED**:

PAR3: The Parish Council recommends PERMISSION, for the reasons listed below.

Sandleheath Parish Council has given due consideration to the proposals outlined in planning application 17 /10101 (outbuilding Crossroads, Main Road, Sandleheath SP6 IPP). The council supports this application and recommends acceptance subject to a condition.

The council considers the design and height of the proposed outbuilding to be in keeping with the area.

Careful consideration has been given to the impact on the street scene, particularly when viewed from the South East. However, it is our view that the proposed building will have little impact due to its relatively low height and the fact that the boundary is a close boarded fencing of varying heights.

That said we would recommend a condition that the existing hedge situated fronting the highway be retained and maintained at a height of no less than 2.1 metres.

The Clerk is to advise NFDC accordingly.

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

APPLICATION NO: 16/11725
SITE: ROSE COTTAGE, ALDERHOLT ROAD, SANDLEHEATH SP6 1PR
DESCRIPTION: Detached garage and store
DECISION: Granted Subject to Conditions

c) Other planning matters:

- **16/11544 - Ringwood & Fordingbridge Skip Hire, Courtwood Farm, Court Hill, SANDLEHEATH, SP6 1QD - Erection of a building on site to house a biomass boiler and ancillary equipment along with 3 x 50m drying bays for material storage**

Cllr Stockton gave an update, confirming that he spoke at the NFDC Committee Meeting on 11th January 2017 on behalf of the parish council. The application has since been withdrawn. It has been noted that there is mud from the yard on the Main Road and this is to be monitored accordingly.

A planning application has now been submitted in relation to the Whitsbury Road development and comments are required by 25th March 2017. If necessary, this matter will be added to the agenda for the next meeting.

17.34 Risk Assessment - The Clerk presented the updated draft to the council and advised that the Risk Assessment is to be approved prior to 31st March 2017. Inspections of council assets are also to be undertaken and Clerk will liaise with the Chairman accordingly.

17.35 Annual Parish Assembly - Date was agreed to be 27th April 2017 and possible speakers were considered. It was agreed for the Clerk to contact the Regal Cinema in Fordingbridge to see if a speaker could attend the meeting and promote this new project.

17.36 Parish Council Meeting Dates - A revised list was forwarded by the Clerk and members are to confirm at next meeting that dates are acceptable going forwards.

17.37 Training - Parish Council **RESOLVED** that Clerk could attend Officer's Update on 1st March 2017 at a cost of £48 although Clerk will research to see if costs can be shared with the other parish council that she works for.

17.38 Record keeping and Archiving - Clerk advised that she had started to archive minutes at the Hampshire Records Officer in Winchester and is aiming to store 6 years of records at home, archiving on an annual basis.

17.39 To receive items of 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:

- Fordingbridge Rotary Club are looking for nominations for the Citizen of the Year Award 2017

17.40 Finance

- a) To review current balances and financial position
Current account £4867.26 Deposit account £4316.25
An up to date Financial Statement (Appendix 2) was prepared and forwarded to the Parish Councillors with the £800 grant received from District Cllr Sevier noted accordingly. Up to date bank reconciliations will be forwarded to Cllr Maynard in due course.
- 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. One was noted as coming in shortly and was pre-authorized so that cheques could be cashed in time for the end of financial year:

Cheque No	Payee	Details	TOTAL COST
100811	Fordingbridge Town Council	Parish Lengthsman materials	£23.70
100812	HALC	Officer's Update Training - 1st March 2017 (to preauthorise)	£48.00

17.41 Meetings of Outside Bodies: None recorded

17.42 Matters to be raised on next agenda : Standing orders/financial regulations and other regulatory documentation

17.43 Date of Next Meeting - Thursday 23rd March 2017 at 7.30pm in St. Aldhelm's (and not 16th March as previously publicised)

The Chairman closed the meeting at 8.57pm.

These are draft minutes until approved at the next parish council meeting.

Appendices are also reflected on the website

Appendix 1 - Correspondence 06.01.2017 - 23.02.2017

Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
1	05/01/2017	Email	NFDC	NFDC Chairman's Charity Gala Ball	
2	05/01/2017	Email	ICO	Latest news from the ICO	
3	05/01/2017	Email	NFALC	NFALC Agenda - 19.01.2017	
4	06/01/2017	Email	HALC	HALC E-Update January 2017	
5	06/01/2017	Email	HALC	MONEY AVAILABLE FOR YOUR COUNCIL TO HELP COMPLY WITH TRANSPARENCY CODE	
6	06/01/2017	Email	NFDC	Update re signage for Bishops Lane	
7	06/01/2017	Email	Highways, HCC	Update re water on Main Road	
8	09/01/2017	Email	SCA	Sandleheath Village Hall CIO AGM - 30/01/2017	
9	10/01/2017	Email	Hampshire Police	Rural conferences - Poster to be displayedHampshie	
10	11/01/2017	Email	HALC	Training events	
11	11/01/2017	Email	Cranborne Chase AONB	Cranborne Chase AONB Annual Forum	02/03/2017
12	11/01/2017	Email	Driving Companion Service	New business venture	
13	12/01/2017	Email	Hampshire Alert	Rural Communities Matter Conferences	
14	13/01/2017	Email	NFDC	Forward Plan - February 2017 - http://www.newforest.gov.uk/CHttpHandler.ashx?id=460&p=0	
15	16/01/2017	Email	DDHS	DDHS Information and events Damerham and District Horticultural Society	
16	16/01/2017	Email	HCC	Update on cycleway following landowner concern	
17	16/01/2017	Email	HALC	Help your community have their say on policing budget	
18	18/01/2017	Email	NFDC	Universal Credit rolls-out across district	
19	18/01/2017	Email	Hampshire Alert	Warning From Hampshire Trading Standards Service - Unsolicited Doorstep Calls	
20	19/01/2017	Email	Freshwater Habitats Trust	WaterNews: New Forest Catchment Partnership Newsletter	
21	20/01/2017	Email	Civic Voice	Civic Update	
22	21/01/2017	Email	Hampshire County Council	Your Hampshire	
23	23/01/2017	Email	NFDC	Glass recycling text message reminders	
24	23/01/2017	Email	NFALC	Policy on Parishing	
25	23/01/2017	Email	NFALC	Cycling Paper	
26	23/01/2017	Email	NFALC	Film released - Meon Valley Digital Futures	
27	23/01/2017	Email	Marie Curie	Please can your Parish Council help support our Free Will Writing Campaign	
28	24/01/2017	Email	Action on Hearing Loss	Hear to Help at Fordingbridge	

29	25/01/2017	Email	HALC	Annual Conference - 22nd March 2017	
30	25/01/2017	Email	HCC	Grants for Rural Services in North and West Hampshire	
31	27/01/2017	Email	NFDC	Information Bulletin - January 2017 Edition	
32	27/01/2017	Email	NFALC	NALC update and REMINDER from PCC about RURAL COMMUNITIES CONFERENCE on 11 FEBRUARY 2017	
33	31/01/2017	Email	Fordingbridge Day Centre & Rae Straton Luncheon Club	Note of thanks for grant aid	
34	01/02/2017	Email	NFDC	NFDC awards latest community grants	
35	01/02/2017	Email	NHS	Changes to local NHS - special meetings to be held in Ringwood and Bransgore	
36	02/02/2017	Email	HALC	Lobby Day Introductory Letter	28/03/2017
37	02/02/2017	Email	ICO	Latest news from the ICO	
38	03/02/2017	Email	HALC	HALC E-update February 2017	
39	07/02/2017	Email	Fordingbridge Town Council	Vacancy - Part Time Assistant Clerk	
40	07/02/2017	Email	NFALC	NFALC Minutes 19.01.17	20/04/2017
41	10/02/2017	Email	HALC	Letter from the Hampshire Police and Crime Panel	
42	10/02/2017	Email	Fordingbridge Town Council	Lengthsman Scheme Funding 2017-2018	
43	10/02/2017	Email	NFDC	Community Emergency Workshop	09/03/2017
44	11/02/2017	Email	Sandleheath Village Hall CIO	RE: SANDLEHEATH VILLAGE HALL CIO AGM 30 JAN 17 - MINUTES	
45	13/02/2017	Email	HALC	Dale Valley Training Course Information: Lantra Awards Basic Tree Survey & Inspection Course - 28	
46	15/02/2017	Email	Do the Numbers Ltd	Internal Audit dates	
47	16/02/2017	Email	Hampshire Alert	Youth Commission Looking For Young People Wanting To Make A Difference	
48	16/02/2017	Email	NFALC	Advance notification of cycle event - April 8/9 2017	
49	17/02/2017	Email	NFDC	Public Access view of Documents	
50	17/02/2017	Email	HCC	HCC Bus Pass Poster	
51	18/02/2017	Email	HCC	Your Hampshire	
52	20/02/2017	Email	NFDC	A positive step for affordable housing in the New Forest	
53	20/02/2017	Email	NFDC	New Forest District Council council tax set at £163.36 pa*	
54	21/02/2017	Email	Fordingbridge Rotary	Rotary Club of Fordingbridge Citizen of the Year Award 2017	
55	21/02/2017	Email	HALC	Links to Housing White Paper & Consultation	
56	22/02/2017	Email	NFDC	Councillors donate community alarms	
57	22/02/2017	Email	Christchurch & East Dorset Council	Community Infrastructure Levy, Draft Regulation 123 List Consultation 23rd February – 23rd March 2017	23/03/2017

Sandleheath Parish Council - Appendix 2

Financial Statement Prepared for Meeting dated Thursday 23rd February 2017

Total all balances : £9,863.51

Balances as at :

Current (Community Account)	Deposit
£5,547.26	£4,316.25

Payments since last meetings dates

5th January 2017

Cheque No	Payee	Details	TOTAL COST
100808	Rae Straton Luncheon Club	Grant Aid	£60.00
100810	Fordingbridge Day Centre	Grant Aid	£60.00

Items for payment

Cheque No	Payee	Details	TOTAL COST
100811	Fordingbridge Town Council	Parish Lengthsman materials	£23.70
100812	HALC	Officer's Update Training - 1st March 2017 (to preauthorise)	£48.00

Receipts since last meetings date :

5th January 2017

Date	Received From	Details	TOTAL AMOUNT
23/02/2017	NFDC	District Cllr (Ann Sevier) Grant towards the Sandleheath Village Hall project	£800