



Minutes of the meeting of Sandleheath Parish Council (SPC) held on Thursday, 22nd June 2017 at 7.30pm at St Aldhelm's.

PRESENT: Chairman Mr. JP Stockton
Councillors Mr. S Daykin, Mr. K. Andrews, Mr. B Martin
and Miss C Kemp
Locum Clerk Mrs. M Coatham

Also in attendance were 2 residents.

17.102 To receive apologies for absence: Apologies were received from Parish Cllrs Wright and Mrs V Eden (Clerk).

17.103 To receive any declarations of interest by any councillor on any agenda item: None.

17.104 To approve and sign the minutes of the meetings held on 25th May 2017 (Parish Council Annual Meeting) and 8th June 2017 (Special Meeting). Following an amendment made by the Clerk to the amount in the current account (the figure was amended to reflect that the cheque made payable to HALC for £24 in March 2017 had been cashed as at the time of the meeting) and alterations to the meeting dates in 2018 (to read 2018), in the previously forwarded minutes, it was proposed and seconded and, following an unanimous vote, therefore **RESOLVED** that the updated minutes of the meeting held on 25th May 2017 be signed as a true record. It was proposed and seconded and, following an unanimous vote, therefore **RESOLVED** that the minutes of the meeting held on 8th June 2017 be signed as a true record.

17.105 Public Session: The Chairman provided a brief overview to the agenda items.

17.106 Reports by County and District Councillors: Not present.

17.107 Matters to Report:

- The request to adopt the public telephone box has now been cancelled.
- Joint letter from the SCA and Parish Council requesting volunteers has now been forwarded to each household in Sandleheath. This had proved successful and the Sandleheath fete was held on 17th June 2017, raising funds for community use.

17.108 The Common:

- 1) Emergency Access procedure - James Knight, Civil Contingencies and CCTV Manager at NFDC, has advised that he is happy with the draft procedure and is liaising with his team. Once final confirmation is received, signage will be organised accordingly.
- 2) A query from a resident relating to overhanging trees had previously been forwarded to councillors, together with details of previous action undertaken by the parish council in 2001. Following discussion it was agreed that Cllr Stockton would draft a email stating that the council did not own the trees, had no objection to them being pruned, but that the landowner must be contacted to obtain permission.
- 3) Planting of new trees on the Common - The Chairman and a resident had looked into the replanting of trees on the Common and suggestions were discussed. It was agreed that 3 trees would be purchased (up to a value of £200) and planted in the proposed locations (position C to be relocated to accommodate the bonfire). Cllr Stockton would chose three different types of tree.
- 4) Any other concerns – none raised.

17.109 Highways/Footpaths

- 1) A request to formally name Bishops Lane had now been forwarded to and acknowledged by NFDC. Ongoing progress to be reported at the next meeting.
- 2) Update in relation to ongoing repairs to highways - the water leak had now been fixed and a pothole would be reported on Hantsweb for repair.

- 3) Update in relation to any issues with footpaths/cyclepath - No further update received from Esther Smeardon in relation to the cyclepath (with regard to installation of stiles/gates and additional culverts).

17.110 Future of St Aldhelm's: Cllr Daykin provided a short update – a formal complaint has been made to the Solicitors with regard to lack of progress and increasing costs, the presence of Japanese Knotweed on site was also re-stated.

17.111 Parish Lengthsman Scheme: The next visit is on 7th August 2017 and members were advised to forward any new tasks to Cllr Stockton. Fordingbridge Town Council had notified parishes that additional dates were available and Cllr Stockton agreed to prepare a worksheet with tasks agreed at the meeting.

17.112 Planning Applications

a) To receive and comment on applications received: No planning applications received.

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

APPLICATION NO: 17/10468

SITE: FAIRVIEW, ALDERHOLT ROAD, SANDLEHEATH SP6 1PR

DESCRIPTION: Detached double garage with room over

DECISION: Granted Subject to Conditions

APPLICATION NO: 17/10298

TYPE: Full Planning Permission

SITE: THE LODGE, 1 KERRY GARDENS, SANDLEHEATH SP6 1QW

DESCRIPTION: Erection of a timber store/shed

DECISION: Granted Subject to Conditions

c) Other planning matters:

- 16/11117 NF262 - Ringwood & Fordingbridge Skip Hire – the Clerk had been asked to send further clarification following the original response to the planning consultation, and a copy of the Parish minutes had been forwarded. No further update at present time. It was noted by the Chair that responses to all future applications should contain more detail to ensure that the Parish view is clear.
- TEN - 7040 SANDLEHEATH COMMON, MAIN ROAD, SP6 1PY - Sandleheath Fete

17.113 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:

14. New Forest Green Halo Briefing Appletree Court 19th July – following discussion it was agreed that this briefing was not relevant to the parish.

17.114 Finance

a) To note current balances and financial position

Current account £7646.02 Deposit account £4316.68

The Financial Statement (Appendix 2) was reviewed by members. It was noted that the agreed transfer of £3000 to the deposit account had not yet taken place, the Clerk will action this shortly.

b) To authorise and sign cheques for payment

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

Cheque Number	Payee	Details	TOTAL COST
100818	Victoria Eden	First Quarter's salary and reimbursement of postal costs	£651.04
100819	Fordingbridge Town Council	Parish Lengthsman materials	£12.20

c) To receive update on Pensions Regulator – it was noted that the Compliance Declaration must be completed by 2nd October 2017

17.115 Meetings of Outside Bodies – none attended since the last meeting.

17.116 Matters to be raised on the next agenda: Transparency Fund application

17.117 Date of Next Meeting - Thursday 20th July at 7.30pm in St. Aldhelm's.

The Chairman closed the meeting at 8.10pm. Thanks were expressed to Martine Coatham for covering for the meeting due to absence of Clerk.

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

Appendix 1 - Correspondence 26.05.2017 - 22.06.2017

Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
1	25/02/2017	Email	Neighbourhood Watch	Neighbourhood Watch Bulletin theft of scrap metal	
2	30/05/2017	Email	Fordingbridge Town Council	Playscheme Poster & registration form	
3	31/05/2017	Email	Cranborne Chase AONB	Landscape Partnership Development Officer post	
4	31/05/2017	Email	Public Sector Show	Public Sector Show	27/06/2017
5	01/06/2017	Email	Resident	Concern re oak trees lining Common	
6	01/06/2017	Email	ICO	Latest news from the Information Commissioner's Office	
7	02/06/2017	Email	HALC	HALC June E-update	
8	04/06/2017	Email	Waymark	June Waymark	
9	05/06/2017	Email	NFDC	Confirmation of receipt re Brown Field Sites	
10	06/06/2017	Email	HCC	Free Hampshire County Council Electric Vehicle Charging Point briefing on 03 July	
11	08/06/2017	Email	NFALC	NFALC Minutes - 20.04.17	
12	09/06/2017	Email	NFALC	UK Cycling Events - Summer 1st July	
13	12/06/2017	Email	NFDC	A successful first year of Film:NewForest	
14	13/06/2017	Email	NFDC	New Forest Green Halo Briefing Appletree Court	19th July
15	16/06/2017	Email	HCC	Your Hampshire	
16	17/06/2017	Email	BT	Cancellation re adoption of BT box	
17	19/06/2017	Email	Brymore Productions	Interactive and Engaging Theatrical Performances for local Children and Families	
18	20/06/2017	Email	HCC	The Small Grants Scheme COUNTRYSIDE ACCESS is changing...	
19	21/06/2017	Email	HALC	Rural Communities Fund - Apply Now	
20	21/06/2017	Email	Cranborne Chase AONB	News roundup from Cranborne Chase AONB (June 2017)	
21	22/06/2017	Email	Fordingbridge Town Council	Parish Lengthsman - Call for more worksheets please	
22	22/06/2017	Email	HALC	Hampshire Association of Local Council Awards 2017	1 September 2017

Sandleheath Parish Council - Appendix 2

Financial Statement Prepared for Meeting dated Thursday

22nd June 2017

Total all balances :		£11,962.70	
Balances as at :			
	Current (Community Account)	Deposit	
	£7,646.02	£4,316.68	
Payments since last meetings date:		25th May 2017	
Cheque No	Payee	Details	TOTAL COST
100816	Came and Company	Insurance Renewal 2017-2018	£297.68
100817	Do The Numbers Ltd	Internal Audit Report	£155.00
Items for payment			
Cheque No	Payee	Details	TOTAL COST
100818	Victoria Eden	1st Quarter's salary and reimbursement of postal costs	£651.04
100819	Fordingbridge Town Council	Parish Lengthsman materials	£12.20
Receipts since last meetings date :		25th May 2017	
Date	Received From	Details	TOTAL AMOUNT