



Minutes of the meeting of Sandleheath Parish Council (SPC) held on Thursday, 7th September 2017 at 7.30pm at St Aldhelm's.

PRESENT: Chairman Mr. JP Stockton
Councillors Mr. S Daykin (arrived 7.47pm), Mr. K. Andrews, Mr. D Wright,
Mr. G Maynard, Mr B Martin & Miss C Kemp
Clerk Mrs. V Eden

Also in attendance were 3 residents.

17.135 To receive apologies for absence: Apologies were received from District Cllrs Roxy Bellows and Ann Sevier

17.136 To receive any declarations of interest by any councillor on any agenda item: No declarations of interest declared..

17.137 To approve and sign the minutes of the meeting held on 20th July 2017: It was proposed and seconded and, following an unanimous vote, therefore **RESOLVED** that the updated minutes of the meeting held on 20th July 2017 be signed as a true record.

17.138 Public Session: The Chairman provided a brief overview to the agenda items but no issues were raised.

17.139 Reports by County and District Councillors: District councillors were not present although they had forwarded an update by email in relation to the NFDC local plan review. It is now called a development strategy. There was a meeting on 6th September 2017 at the NFDC that was a final scrutiny before a date is decided to go out for public consultation.

17.140 Matters to Report:

Community Speedwatch

The Chairman provided a short report. One speedwatch session had been undertaken and it was recorded that 46% of 102 cars had been travelling in excess of 30 mph. The mobile speed camera had also been in Sandleheath week commencing 5th September 2017. The Clerk was asked to request the data from the recent SID deployment.

17.141 The Common:

1. To receive report in relation to damage & repair of gate, & update in relation to signage
The Chairman updated the members. The Top Common gate had been recently damaged and the Parish Lengthsman was originally instructed to replace gate (with emergency funding up to £300 as per Financial Regulations). However it was suggested that the gate may be able to be repaired, although this is to be confirmed and Fordingbridge Town Council is to advise whether Parish Lengthsman can do repair as he is not a carpenter. Once repaired or replaced, the signage will then be organised.
2. Any other concerns:
It was noted that the grass cutting team had trimmed according to instructions during their last visit to the village on 21st August 2017.
The Chairman is to look into the ordering and planting of new trees on the Common in the near future.
The members approved the request by Sandleheath Community Association (SCA) to use the Common on 5th November for their Bonfire Activities. Copy of insurance has already been forwarded.

17.142 Highways/Footpaths

1. Update in relation to highways, including ongoing repairs
 - a. A consultation letter has been forwarded to the residents of Bishops Lane on 25th August 2017, with a comments deadline of 22nd September 2017. A resident of Bishops Lane read this letter aloud to the members and it was highlighted that costs may be incurred due to the creation of a new postcode. It was also reiterated that it will be the residents of Bishops Lane who decide whether or not the bridleway is to be adopted.
 - b. The new contractor for Hampshire Highways, Skanska, is now in place as from 1st August 2017
2. Update in relation to any issues with footpaths/cyclepath - The Clerk had contacted Esther Smeardon in relation to additional culverts, request for a footfall counter, publicity, installation of the kissing gate and damage to the bridge over mill stream (although this is located in the parish of Damerham) and is awaiting a response. The Clerk was asked to also chase when the dead tree will be removed near the cyclepath as the bats should now have moved on. It was also noted that the vegetation near the cyclepath had been trimmed by PL.

17.143 Future of St Aldhelm's: Cllr Daykin provided a short update and advised that matters were progressing although there were still concerns about liability in relation to Japanese Knotweed and insurance. The key for St. Aldhelm's is currently held at the Rainbow Centre following the departure of Shirley Lavis from the village.

17.144 Parish Lengthsman Scheme: The Parish Lengthsman's next visit to the village is on 6th November 2017 and members were advised to forward any new tasks to Cllr Stockton. New tasks suggested included:

- a. Cutting back the vegetation on the Industrial Estate near the cyclepath.
- b. Pushing back the grass edging on the pavement leading into Fordingbridge.
- c. Trimming the grass between Spring Lane and the allotments gate.

The Chairman provided an update in relation to the Parish Lengthsman's recent visits and the members confirmed that they are very happy with work undertaken. The Clerk advised that the new contact at Fordingbridge Town Council for responsibility for the Parish Lengthsman scheme is Rachel Edwards.

17.145 Planning Applications

- a) To receive and comment on applications received: No planning applications received.
- b) To review decisions received from the NFDC Planning Authority: No decisions received.
- c) Other planning matters:
 1. 16/11117 NF262 - Ringwood & Fordingbridge Skip Hire – This was going to be considered by Regulatory Committee on 13 September 2017 but has now been deferred as a revised application may be submitted. At present this information is not reflected on the County Council website. The Clerk is to write to Planning at Hampshire County Council for an up to date status on this case and to enquire as to when the website will be updated. At the present time, it was agreed that the Parish Council should wait for the revised application to be submitted. A resident's concern that there was a possible breach of hours was noted. Following a short discussion, it was also agreed for Cllr Daykin to research and arrange meetings with neighbouring parishes to address any sensitive issues (particularly in relation to planning applications that fall near parish boundaries). Should future applications relate to properties/businesses/land near the parish boundary, a member will attend the meeting of the neighbouring parish council to present the views of Sandleheath Parish Council.
 2. TEN 7232 / LICTE/17/04830 - SW - Forres Sandle Manor School - Last Night at The Proms, Hall, Sale of alcohol - 23/09/2017
 3. Whitsbury Road Development - This application has been approved by NFDC

17.146 Application to the Transparency Fund: This application was prepared by the Clerk to request IT equipment and cost of staff hours worked in order for Sandleheath Parish Council to meet the requirements of the Transparency Code. The Parish Council **RESOLVED** that the application be forwarded to HALC prior to the deadline of 13th September 2017

17.147 Training: The Parish Council **RESOLVED** that the Clerk could attend training in respect of the SLCC Roadshow on 1st November 2017 at a cost of £69 (plus VAT) and the Officer's Update on 18th October 2017 at a cost of £40 (plus VAT) - these costs may be shared with the other parish councils that employ the Clerk. The date for the Clerk's appraisal was provisionally agreed as 13th September 2017.

The Clerk also advised that she had commenced employment at Breamore Parish Council on 1st August 2017 performing Clerk duties, working 3 hours per week.

17.148 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:

15. Broadband Universal Service Obligation: Consultation on Design - Comments deadline 02/10/2017 - To be forwarded to Cllr Daykin

47. Reminder for Ditch Maintenance - Parish Councils - To be forwarded to all councillors

As advised during July's meeting, there is a cycle event on 16th-17th September - the route will go through Sandleheath and the noticeboard will be updated nearer the time.

17.149 Finance

a) To note current balances and financial position

Current account £4006.78 Deposit account £7317.11

The Financial Statement (Appendix 2) was reviewed by members. It was noted that the agreed transfer of £3000 to the deposit account actually took place on 26th July 2017.

b) To authorise and sign cheques for payment:

Cheque No	Payee	Details	TOTAL COST
100820	Victoria Eden	2nd Quarter's salary & stationery expenses	£712.76
100821	NALC	LCR Subscription 2017-2018	£17.00
100822	BDO	External Auditor Fee	£36.00

c) Correspondence received from external auditor - The Clerk advised that the audit is now complete.

d) To receive update on Pensions Regulator – It was noted that the Compliance Declaration has now been completed.

e) Grant Aid Requests - The requests from New Forest Disability and Victim Support will be considered at the December meeting.

17.150 Meetings of Outside Bodies – No meetings attended

17.151 Matters to be raised on the next agenda: Data Protection Renewal, Draft Budget, Planting of trees on the Common, RBL poppy wreath

17.152 Date of Next Meeting - Thursday 19th October at 7.30pm in St. Aldhelm's.

The Chairman closed the meeting at 8.38pm.

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

Appendix 1 - Correspondence 21.07.2017 - 07.09.2017					
Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
1	21.07.17	Email	NFDC	Traffic Management Meetings	15th September 2017
2	26.07.17	Email	NFNPA - Treeworks	South East Tree Wardens Regional Forum 2017	
3	27.07.17	Royal Mail	NFDC	Year Book - 2017-2018	
4	27.07.17	Email	HCC	Hampshire Highway Service Contract for Highway Maintenance	
5	27.07.17	Email	NALC	LCR Subscription	
6	31.07.17	Email	HALC	Serving Hampshire - Balancing the Budget consultation 3 July - 21 August	21/08/17
7	02.08.2017	Email	NFDC	Helping local business grow	
8	02.08.2017	Email	NFDC	New Forest District Council's swimming pools gain CIMSPA Pool Water Quality Award	
9	03.08.2016	Email	ICO	Latest news from the ICO	
10	05.08.2017	Royal Mail	SLCC	2017 Regional Training Seminar - 1st November 2017 - Cost £82.80 incl of VAT (£27.60)	11th October 2017
11	07.08.2017	Royal Mail	HALC	HALC Annual Review 2016-2017	
12	07.08.2017	Email	NFALC	Minutes dated 20.07.2017	
13	07.08.2017	Email	SLCC	Travellers in Marchwood	
14	07.08.2017	Email	HCC	News for Local Councils	
15	07.08.2017	Email	HALC	Broadband Universal Service Obligation: Consultation on Design	02.10.2017
16	08.08.2017	Email	NFDC	SID Deployments for August	
17	08.08.2017	Email	Chairman	Speedwatch results 8.8.17	
18	09.08.2017	Email	AONB	CRANBORNE CHASE COUNTRYSIDE CENTRE - Volunteering and Environmental Activities Survey	
19	10.08.2017	Email	SLCC	SLCC Road Show - 1st November 2017	
20	10.08.2017	Email	NFDC	Community Led Housing	
21	10.08.2017	Email	HALC	Halc Update regarding Tribunal Fee Changes	
22	10.08.2017	Email	Hampshire County Council	Hampshire Police and Crime Panel: Have your say to put the brakes on traffic crime and associated nuisance	29.08.2017
23	15.08.2017	Email	The Pensions Regulator	Complete your declaration	02.10.2017

Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
24	18.08.2017	Email	Freshwater Habitats Trust	Working together for Water and Wildlife; New Forest Wildlife Forum Event	28.09.2017
25	18.08.2017	Email	Salisbury Museum	Terry Pratchett: His World' Exhibition opening soon at The Salisbury Museum	16.09.2017
26	18.08.2017	Email	NFDC	Safer New Forest Partnership - Annual Consultation	
27	21.08.2017	Email	SLCC	SLCC September Branch meeting	12.09.2017
28	21.08.2017	Email	Hampshire County Council	National Highway and Transport Public Satisfaction Survey - Member Consultation	20.10.2017
29	22.08.2017	Email	HALC	CPRE Hampshire conference (Neighbourhood Planning)	05.10.2017
30	22.08.2017	Email	HALC	Big Lottery Fund – Awards For All	
31	22.08.2017	Email	NFALC	Garmin Ride Out - Cycling Event 1st September 2017	
32	22.08.2017	Email	Hampshire County Council	RE: Ringwood & Fordingbridge Skip Hire Courtwood Farm, Court Hill, SANDLEHEATH SP6 1QD (application number 17/10612)	Regulatory Committee - 13.09.2017
33	23.08.2017	Email	NFALC	£350 sponsored (free) places at Low Carbon Britain event Nov 2017	
34	23.08.2017	Email	NFDC	Residents in New Forest District urged to look out for their voter registration forms	
35	23.08.2017	Email	AONB	News round up from Cranborne Chase AONB (August 2017)	
36	24.08.2017	Email	HALC	2018 Training and Events Schedule	
37	24.08.2017	Email	NFALC	Urgent, New Forest Rattler Cycling Event - 27 August 2017	
38	24.08.2017	Royal Mail	NFDC	Payment of Allowances to Parish/Town Councillors	
39	24.08.2017	Royal Mail	New Forest Disability	Grant Aid Request	
40	25.08.2017	Email	HCC	Access Hampshire August 2017	
41	25.08.2017	Email	NFDC	CONSULTATION ON PROPOSAL TO NAME AN EXISTING STREET - BISHOPS LANE	
42	30.08.2017	Email	Hampshire County Council	RE: Ringwood & Fordingbridge Skip Hire Courtwood Farm, Court Hill, SANDLEHEATH SP6 1QD (application number 17/10612)	DEFERRED - Regulatory Committee - 13.09.2017

Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
43	01.09.2017	Email	Damerham Parish Council	Ringwood and Fordingbridge Skips Ltd	
44	02.09.2017	Royal Mail	Victim Care	Grant Aid Request	
45	06.09.2017	Email	HCC	Hampshire 2017/18 Precepts Report	
46	06.09.2017	Email	NFDC	Traffic Management Meetings - REMINDER	15.09.2017
47	06.09.2017	Email	HCC	Reminder for Ditch Maintenance - Parish Councils	
48	06.09.2017	Email	ICO	ICO news - separating GDPR fact from fiction	

Sandleheath Parish Council - Appendix 2

Financial Statement Prepared for Meeting dated Thursday

7th September 2017

Total all balances :		£11,323.89	
Balances as at :			
	Current (Community Account)	Deposit	
	£4,006.78	£7,317.11	
Payments since meeting date:		22nd June 2017	
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
Items for payment			
Cheque No	Payee	Details	TOTAL COST
100820	Victoria Eden	2nd Quarter's salary and stationery expenses	£712.76
100821	NALC	LCR Subscription 2017-2018	£17.00
100822	BDO	External Auditor Fee	£36.00
Receipts since last meetings date :		20th July 2017	
Date	Received From	Details	TOTAL AMOUNT