

BRANSGORE PARISH COUNCIL

Minutes of the Meeting of the **Council** held on **TUESDAY 21st July, 2020** via Zoom.us at 7.30pm

Present: - Cllr. Mrs. J. Lay (Chair): Cllr. Mr. E. Jarvis, Cllr. Mr. N. Linford, Cllr. Mr. M. Manley, Cllr. Mrs. M. Sheppard, Cllr. Mr. P. Simon, Cllr. Mr. J. Spinks and Cllr. Mr. M. Steele.

Also present: Mr. E. Macknamara (Clerk to the Council). Mr. K. Mans (Hampshire County Council). 2 Members of the Public

Apologies for absence: Cllr. Mr. T. Prince and Cllr. Mr. R. Shea.

1. MINUTES OF THE MEETING – 16th June, 2020

RESOLVED: That the Minutes of the Meeting held on the 16th June, 2020 having been circulated, be approved and signed by the Chairman as a true record.

2. **HAMPSHIRE COUNTY COUNCIL:** Councillor Keith Mans presented his report regarding Current issues being considered by the County Council. He then answered questions Relating to the school bus service and in particular potential increases in costs. A further question was asked regarding reciprocal arrangements of Household Waste Recycling Centres and in particular the arrangements with Dorset Council. Councillor Mans then left the meeting.

3. MATTERS ARISING FROM THE MINUTES:

- **CCTV:** The Clerk confirmed that work on the Parish Council's CCTV at the Recreation Ground had commenced. The new system would be installed at the Pavilion Site on the 22nd July, 2020.
- **Wilverley Road Household Waste Centre:** The Clerk confirmed that he had spoken with the Head of Waste at BCP Council who had advised that the Wilverley Road HWRC was not equipped to take payment from non-residents outside of the Council area and this would make a pay per visit too costly.

RESOLVED: That the information be noted and no further action taken by the Parish Council.

4. CORRESPONDENCE AND CONSULTATION DOCUMENTS:

a) STATEMENT OF COMMUNITY INVOLVEMENT - PUBLIC CONSULTATION ON REVISED VERSION

NFDC had published a revised Statement of Community Involvement (SCI) for public consultation from Wednesday 8th July 2020 – Friday 21st August 2020. The document can be viewed:

<https://democracy.newforest.gov.uk/documents/s15085/Appendix%20%20-%20Statement%20of%20Community%20Involvement.pdf>.

The document described how NFDC would involve the community within all areas of planning. This revised version would replace the previous SCI adopted in 2018.

RESOLVED: That the Consultation Document be noted.

b) THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND (LGBCE)

The consultation on draft recommendations for the Electoral Review of New Forest District Council would run from 30 June – 7 September 2020.

LGBCE dedicated page for the NFDC review:

<http://www.lgbce.org.uk/all-reviews/south-east/hampshire/new-forest>

<https://consultation.lgbce.org.uk/>

RESOLVED: That the revised Warding arrangements for New Forest District Council be noted.

c) The New Forest District Council adopted the New Forest District (outside the National Park) Local Plan 2016-2036 Part One: Planning Strategy on 6 July 2020.

The adopted Plan, the Sustainability Appraisal, along with all other relevant documents can also be viewed at:

<http://www.newforest.gov.uk/article/16541>

For further information about the Local Plan 2016-2036 Part One: Planning Strategy please contact the Policy Team by email to policyandplans@nfdc.gov.uk

RESOLVED: That the adopted plan be noted.

5. REPORTS OF COUNCIL'S REPRESENTATIVES TO VARIOUS BODIES: Cllr. S. Tarling was present at the meeting and informed the meeting about the arrangements for future meeting of the NFNPA SW Quadrant meetings. He also referred to work being done on the New Forest Code and the Ambassador Scheme. He thanked Cllrs. Sheppard and Manley for their support and attendance at these meetings as representatives of Bransgore Parish Council.

6. COMMITTEE REPORTS:

6.1 Planning Committee Report - Cllr. M. Manley

Report/Update (Minutes circulated to Members – 7th July, 2020)

Cllr. Manley updated the meeting on the applications discussed and in particular Application No. 20/10585 St. Catherines, Chapel Lane, Bransgore for 4 detached

houses which had attracted over 72 objections from local residents. The Parish Council had supported the residents and recommended refusal of the application.

6.2 Amenities Committee – Cllr. J. Lay

Report/Update: (Minutes circulated to Members – 14th July, 2020)

Cllr. Lay reported that the Committee had discussed a number of issues as set out in the Minutes. The Committee had been requested to arrange maintenance of the football pitches prior to the commencement of the season and the Clerk had requested the Contractor to arrange for these areas to be re-seeded etc. in preparation for the new season.

6.3 Finance, Policy and Human Resources Committee – Cllr. M. Steele

Report/Update (Minutes circulated to Members) – 23rd June, 2020

Cllr. Steele presented the minutes of the Committee which had received reports relating to the Internal Auditor’s Report and the updated Financial Risk Assessment and Asset Register. The quote for the proposed toilet in the changing area had now been received from the Company who had submitted the lowest quote for the Refurbishment of the Old Committee Room.. The Amenities Committee and the Finance Committee had felt that this quote for the refurbishment should be accepted. However, after discussion it was agreed that the specification for the proposed toilets should be reviewed for further discussion.

RESOLVED: i) That the quote for the refurbishment of the Old Committee Room received from Nu Forest Construction and Landscaping be accepted and that the Clerk arrange for the work to proceed.

ii) That the updated Financial Risk Assessment and Asset Register attached as Appendix A be approved and adopted by the Council.

7. FINANCIAL REPORT AND ADMINISTRATIVE MATTERS:

i) **Financial Statement – April/May, 2020:** RESOLVED: The Financial Statement for the period up to the 30th June 2020 had been circulated prior to the meeting, together with a list of payments for the period up to 30th June, 2020.

A list of payments for July, 2020 which included the current monthly Direct Debits, regular payments including salaries and HMRC payments, other payments authorised by the Clerk within delegated set limits and current outstanding payments had also been circulated.

RESOLVED: i) That the Financial Report for the period ending 30th June, 2020 together with the list of payments made up to the 30th June, 2020 were approved to be signed by the Chairman.

ii) That the list of payments for June, 2020 set out below be approved:

PAYEE	TYPE OF PAYMENT	DETAILS	AMOUNT
REGULAR DIRECT DEBITS			£
New Forest District Council	DD	Pavilion Rates	254.00
New Forest District Council	DD	Village Hall Rates	586.00
D and G Boiler Care	DD	Boiler Maintenance	29.38
SAGE SOFTWARE	DD	Wages Software	8.40
HAVEN POWER	DD	Electric VH	211.26
HAVEN POWER	DD	Electric Pavilion	25.53
GAZPROM		Gas Pavilion	13.34

GAZPROM		Gas VH	57.80
PAYMENT MADE BY THE CLERK			
Hall Warden - Reimbursement A/C	BACS	VH Supplies	69.94
New Forest CAB	BACS	Grant	300.00
Thorney Hill Community Centre	BACS	Grant	350.00
Fletchamoore Ltd	BACS	VH Car Park Repiars	553.14
Zoom.us	BACS	Website Meetings	14.39
E. Macknamara	BACS	Clerk's Expenses	23.50
Scattershot Creative	BACS	Website Updates	40.00
Secure Alarms	BACS	Pavilion CCTV	778.20
Parsonage Gardens	BACS	Grass Cutting	580.61
Audio Visual	BACS	VH Lighting Repairs	167.56
Nu Forest Construction	BACS	VH Roofing Repair	96.00
Stuart Pateman	BACS	Recreation Ground	50.00
		War Memorial	25.00
1st Stop Cleaning	BACS	Cleaning VH/PAV	623.78
M. Smith (Screwfix)	BACS	Materials	78.12
HMRC	BACS	PAYE/NI	589.42
DCH Pest Control	BACS	Pest Control VH	44.00
Burley Lengthsman Scheme	BACS	Lengthsman	335.75
KOMPAN	BACS	Play Area Inspection	285.60
The Window Repair Co	BACS	VH Window Repair	126.00
OTHER PAYMENTS (FOR APPROVAL)			
Salaries (July)	BACS	Salaries	2663.20
Cartridge Save UK	BACS	Printer Supplies	172.28
		TOTAL	9152.20

8. DEMOCRATIC SESSION: New Forest National Park: Cllr. Tarling reported on the Ambassador Scheme and New Forest Code. Details of the Scheme could be found at: <https://www.newforestnpa.gov.uk/communities/get-involved/what-you-can-do-the-new-forest-ambassador-scheme/>

9. NEW FOREST DISTRICT COUNCIL MATTERS: Cllr. Mark Steele reported that NFDC continued to concentrate on Recovery proposals for services and outlined the 4 main areas including Council Services, Housing Provision, Leisure and the New Forest Economy. The financial implications particularly loss of income was under review and it was hoped that further support would be forthcoming from the Government. Work on reopening the Leisure Centres on the 3rd August was under way.

10. HAMPSHIRE COUNTY COUNCIL MATTERS

- a) Councillor's report: Cllr. Mans had reported at the commencement of the meeting.
- b) Footpaths: No items raised.

c) Roads and Traffic:

<https://roadenquiries.hants.gov.uk/roadproblems/highwaydefect/otherroad.aspx>

11. EXCLUSION OF THE PRESS AND PUBLIC:

RESOLVED: That, in view of the confidential nature of the business about to be discussed the press and public be excluded from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, section 1(2), to transact business for which publicity would be prejudicial to the public interest by reason of its confidential nature (staffing matters)

Staffing Issues: To Discuss the Retirement of the Clerk to the Council and Appointment of the Replacement Clerk

11. DATE OF NEXT MEETING

Parish Council Meeting: Tuesday, 15th September, 2020 at 7.30, Venue to be confirmed

There being no further business the Chairman closed the meeting at 8.32pm.

Cllr Sheppard reported that she proposed to reopen the Book Exchange in the Village Hall on Wednesday, 29th July, 2020 from 10.00 am to 11.30 am. She asked if this could be listed on the Parish Council website.

Signed.....

Date.....