

SWAY PARISH COUNCIL

Parish Council Meeting

Minutes of the Parish Council Meeting held on Thursday 27th November 2014 at the Jubilee Field Pavilion, Station Road, Sway.

Present: Chairman: Cllr Barry Rickman; Vice Chairman: Cllr Ted Fleat; Cllrs Kevin Cripps, Peter Dance, David Golby and Stephen Tarling.

Also in attendance: Parish Clerk – Susan Brayley; PC Transport Representative - John Warden; PC Leon Simon (Hampshire Police), and 11 members of the public.

115/14 Apologies – Cllrs Carole Gates and Kevin Langford

116/14 Minutes of the Meeting held on the 30th October 2014 and Matters Arising

- (1) **Minutes** - The minutes of the meeting held on the 30th October 2014 were approved and signed by the Chairman.
- (2) **Matters Arising** – None

117/14 Report by County Councillor Ken Thornber

There being no report from Councillor Thornber, the Chair introduced PC Leon Simon and invited him to address the meeting.

118/14 – Report from PC Leon Simon

PC Simon introduced himself as a member of the Hampshire Police Safer Neighbourhood Team for the New Milton Area, he then went on to explain the team comprised of a Sergeant (Paul Beale), 2 PC's and eventually 6 PCSO's and that the New Milton Team actually covers quite a large geographical area including New Milton, Hordle, Sway and Milford on Sea. Adding that it was a very pleasant area to police, PC Simon explained that although he was new to the SNT, he had actually been working in the New Milton Area for the past three years, since transferring from Southampton. Talking through the information on Sway's concerns as supplied by the Clerk, PC Simon discussed the close working partnership between themselves and the NFDC Dog Warden, Jamie Burrows and recommended involving the dog warden in the dog fouling issues as soon as possible. He also explained the differences between the 999 and 101 Police phone numbers:- 999 is and remains the emergency number and should be used if an emergency arises or if the person is feeling threatened or scared and in need of urgent assistance. 101 is for everything else, all calls made to 101 are registered and provide vital reporting information to the Police of the potential of developing situations. It is also the best way of contacting the local PC/PCSO as a message can be left to be passed on. PC Simon also talked about the concerns of the Community Speedwatch Team, observing that Sway had a good strong CSW team in place, he advised that although it was not his area, he had spoken to his Inspector about the concerns raised and understood a meeting was being arranged to get things straightened out.

PC Simon then ran through the recorded crime statistics for Sway (1/12014 – 26/11/2014), observing that the low figures reflected what a nice place it was to live in, they comprised highest (31 calls) – anti social behaviour (mainly littering, dog fouling issues, minor neighbourhood disputes and some rowdy behaviour), others were all in single figures with the exception of 13 reported car thefts, however the Sway figures did include the local Forest Car Parks. Encouraging the use of 101, PC Simon advised reporting all potentially suspicious incidents or concerns, either using 101 or via the Clerk.

Finally PC Simon talked a little about the open Police "Surgeries", these had been quite a success, the latest at Milford on Sea being very well attended and offered to arrange for Sway. The Chair welcomed the suggestion and recommended to the attending Public that any requests be channelled through the Parish Clerk as she had already set up good lines of communication with PC Simon and the team. Cllr Tarling asked if PC Simon or one of his colleagues would be able to attend Council meetings more often, work load permitting – The Chair suggested attendance to give a short

presentation at the Annual Parish Assembly on the 21st May 2015 if possible. Clerk to maintain contact on an ongoing basis.

119/14 Clerk's Report -

1. Temporary Events Notice

Received for Sway Village Hall 27th to 29th November – Sway Drama Production

2. Change to Pavilion Licensed Opening Hours

As reported to AWG, Clerk advised by NFDC Licensing Department that the change to the license would cost £100. Have received confirmation from Senior FC that they will refund the costs to the Council. ***Was Agreed Clerk to go ahead with license alteration submission.***

3. Nomination to NALC Smaller Councils Committee 2015

Requests for nominations to above – any Cllr interested please advise clerk now as technically nominations close on the 27th/28th November.

4. Free Parking Day

Notification received that NFDC offering free car parking in all Council run car parks on Saturday 6th December to mark “Small Business Saturday”, as support for local small businesses.

5. Precept Request – 2015/16

Precept request forms received from NFDC – to be completed and returned by 16th January 2015 (latest).

6. NFDC Forward Plan of Key Decisions – 1.12.2014 to 31.03.2015

Received from NFDC – Key date Council Tax Base decision 3 – 8 December 2014.

7. Cllrs Bus Tour of HARAHA Affordable Housing at Breamore

Contact received from Catherine Kirkham and Peter Turner (Chair Breamore PC) to arrange tour of HARAHA properties in Breamore Parish and possibly those being built in Whitsbury. Proposed for January, any day except Tuesdays. Is expected to take a morning or afternoon as preferred.

Please advise clerk if interested and possible dates ASAP. After a brief discussion was agreed that Cllrs available had already visited HARAHA developments similar to the hoped for at Sway. Clerk to advise Catherine Kirkham and Peter Turner and thank for offer. ***Action Clerk***

8. Proposed Alteration to Sway Cemetery Fence

Contact received from NFDC Cemeteries Supervisor, re proposal for alterations to Entrance to Sway Cemetery. Council unanimously agreed was a well thought out and pleasing proposal that would be very beneficial to Sway. Clerk to advise NFDC of Sway PC support. ***Action Clerk***

9. Cycle Racks at Jubilee Fields

As discussed at the AMG meeting Cllr Rickman followed up funding possibilities with NFNPA and funding application form had been received from them and a potential site has been identified to siting.

10. Invitation received from Environment Agency to attend Flooding Conference

Invitation received to attend Flooding 2015: Risks and Resilience Conference, London 27th January 2015. ***None of the Councilors are able to attend.***

11. Gateways to 1st WW Community Heritage Researcher

Information forwarded from NFDC Corporate Communications Manager.

12. Thank you card

As reported in AWG, a thank you card received from Blackwell Family for permission to hire pavilion hall for Reggie Blackwell's funeral wake. Andrew Blackwell reported receiving a number of favorable comments about the hall as a venue and this has proved was able to accommodate a very large number of people.

13. Elections

Paper work for elections will be sent out by NFDC late March/ early April, I would like to suggest the following:-

Developing a Procedure to state Sway Parish Council's elections process in the interests of openness and transparency to include:-

1. Clerk to provide information on request to interested members of public – “Being a Local Councillor” / “Local Councils – what do they do” / Link to Good Councillors Guide.
2. Having a couple of informal Public Open Evenings (during March?) with idea of raising awareness and hopefully encouraging applications. (Dates / Publicise Sway News.
3. Any additional points as raised by Cllrs.

14. Comments on Rural Broadband & Digital Only Services

Request for information received through HALC yesterday with a close date of 28/11. Circulated to Cllrs Cripps, Golby & Tarling who may be able to respond just in time.

120/14 Finance - Accounts to be paid in November 2014

It was unanimously agreed that the following payments should be authorised:

	Cost £	Cheque Value £
Talk Talk Business – Office Broadband & Telephone	32.59	dd
E-on – electricity and gas at Jubilee Field	239.42	dd
Payroll Solutions Ltd – Clerks Pay Arrangements	21.60	dd
Bank Charges October/November	57.89	
Poppy Wreath	30.00	30.00
The Gardeners Ltd – Grounds Maintenance for August 2014	509.04	509.04
Loaders Garage Ltd – Red Diesel for Tractor	50.00	50.00
Brian Batchelor – Facilities Management for September 2014	201.67	201.67
Stationery Purchases - NFDC	116.60	116.60
Peter Noble – Tractor Maintenance	636.73	636.73
HMRC – Tax/NI on Clerk's salary for October 2014	77.17	125.21
HMRC – Employers NI for October 2014	48.04	
Clerk's Net Salary / Purchase Laptop & Software; Cleaning items for caretaker	1099.27	1099.27
Total	3120.02	3120.02

The following was noted:-

Bank Account Balance as @ 31/10/2014 = 60,392.56, plus November Income (inc VAT Repayments) of 1,178.65 = 61,571.20

Less Outstanding October Payments (1,438.58) and November Payment Schedule (3,120.02), Total outgoing 4,558.60

Estimated Balance as @ 30/11/2014 = 57,012.60.

Cllr Golby observed that the Clerk had also circulated a bank reconciliation to all members of the Financial Working Group, the first he had seen.

Cllr Cripps observed the tractor maintenance charge was higher than anticipated, The Chair advising that this should be resolved with the lessor costs of the new tractor, which the clerk had been advised should cost very little on the basis of the trade in of the current one.

Clerk advised of the offer from Senior FC to reimburse the cost of the license alterations as discussed in the AWG. It was agreed that the cheque for £100 to accompany the license request be raised and the value added to the November Payment schedule, this was done, the Chair signing to approve the addition.

121/14 Report from the Planning and Transport Committee

Cllr Stephen Tarling reported the main issues which had been dealt with by the Committee at their meeting on the 20th November 2014:-

Trees: - New TPO (0038/14) - Land at Sway Manor, Station Road – advised was confirmation of the blanket preservation order reported at the last meeting.

Tree Works - TPO/14/1182 - Silver Birches, Westbeams Road - Prune three oak trees – Agreed with observation pruning protected trees for the purpose of removing shading not normally acceptable – however was beneficial to trees in this instance.

Planning Applications:- The Committee had recommended approval of **14/00818 - Waldon, Kings Lane, Sway** if complied with DP11 rules; Refusal if didn't; Recommended approval with conditions of the planning applications in respect of **14/00503 - Forest Paradise, Silver Street, Hordle and 14/00801 - 28 Cruse Close, Sway** Recommended approval of the planning application in respect of **14/00850 – 8 Normandy Close, Sway and 14/00838 – Little Meadow, Manchester Road, Sway** Recommended refusal of the planning application in respect of **14/00817 – Land at Limolands Farm, Vaggs Lane, Hordle and 14/00777 – Broadley Brake, Middle Road, Tiptoe; 14/00862 – Part Parcel OS 0054 & 7740, Great Break Field, North Common Lane, Sway** recommend REFUSAL, for the reasons listed below – due to concerns that current permission did not expire for 18 months, however an application for a **Permanent** Structure would be viewed favourably. Chair advised knowledge of the last application made by Sway Bowmen – reporting that the club had moved in order to facilitate the Jubilee Field sports ground set up and had had problems with NFNPA Planning ever since. Clerk reported contact from a member of the club and the discussion that had ensued including the fact that no one had attended to explain the application and Committees concerns re the appearance of the site, but that they would support a permanent structure and advice given to go forward.

Cllr Tarling than gave a summary of the remainder of the meeting including Planning Enforcement, Transport and CSW and advised the next meeting would be held on the 11th December 2014.

122/14 Report from the Amenities Working Group

Cllr Fleat reported that Senior FC had completed the alterations to the kitchen, had repainted the lower walls in the hall and foyer area free of charge and offered to reimburse the costs of the license changes as discussed earlier.

The Clerk and caretaker had had a very useful meeting with Wheelchair Tennis player, Ian Payne to discuss the design of the hall ramp, however due to concerns that was also emergency exit from hall, this requirement also had to be addressed, Clerk had reviewed with a local builder and was awaiting his response. Clerk had also been in touch with the Leader of HCC re the possibility of grant funding to assist with cost.

Cycle racks – Clerk had received funding application forms from NFNPA at Cllr Rickman's behest, AWG had reviewed various different types of racks and their sighting, recommended to Council provision of 12 metal racks on a concrete pad between playpark and tennis courts. Cost approx. £200 (plus delivery) for racks plus concrete pad (quote awaited).

Recommended agreement to Caretakers request to put up a synthetic Christmas tree in the pavilion hall.

123/14 Dog Fouling – Sway Village and Jubilee Fields – Clerk reported meeting with the NFDC streetscene supervisor who had advised purchase of dual litter / dog bins (metal dog bins no longer provided due to design concerns), bins were priced at £200 each plus £100 for fitting. Suggested positions (as per information based on complaints received by the NFDC), were by the grit bin at Sway Cemetery and Gilpin Hill/Brighton Road junction. However, as advised during the last meeting there was no funding available from that NFDC budget. Cllr Rickman agreed to discuss funding issues with the NFDC head of service, however asked that the Sway public advise the Council where they thought bins should be located. A member of the public reported fouling issues on Church Lane and requested a bin there, pointing out that few people were prepared to pick up and take home, so the

more bins the better. Cllr Rickman requested that members of the public contact the Clerk so that an idea of sites and number of bins required could be established once the information had been obtained. A member of the public reported having seen a TV programme detailing Portsmouth's approach to the problem – the use of new signs complete with a pair of luminous "Eyes" had proved very effective in reducing the problem.

124/14 Grant Applications - New Forest Disability Information Service & Victim Support.

After a brief outline of the Sway Parish Council Grant Award Policy, the Chair asked for confirmation of previous grant awards to the two applicants. Clerk advised NFDIS had received a grant in November 2013, nothing having been awarded to Victim Support.

Observing that NFDIS did an excellent job and more than met the criteria have assistance to Sway residents, Cllr Golby proposed (seconded Cllr Cripps), an award of £100 or the same value as the previously awarded amount – unanimously agreed.

Cllr Cripps reported that the Victim Support organisation had huge reserves of funding and as was not aware of any local assistance to Sway's residents, the application did not meet the criteria, so would recommend refusal – unanimously agreed.

125/14 Purchase of new Printer for Parish Council Office

Clerk reported the current office printer was very expensive to run, as was currently using a black ink cartridge a week, was very noisy (a fact confirmed by both Cllrs Fleat and Tarling) and was starting to break down printing more unrequested black streaks than the required lines was going to need replacement. Observing that with the elections next year, printing requirements were likely to increase rather than reduce it was advisable to replace with a laser jet printer rather than another ink jet printer. Checking prices and reviews the following it appeared that a Ricoh Aficio SPC20SF printer offered the best value over its next competitor, a HP LaserJet Pro 200. Cllr Tarling advised buying the cheaper with toner cartridges, Cllr Cripps observed HP were the more widely used in larger organisations. The Chair proposed leaving to Clerk with an upper spending limit of £300. Unanimously Agreed.

126/14 Correspondence and Any Other Business

Cllr Dance asked about arrangements to remove the wreaths from the War Memorial. Cllr Cripps volunteered to do so again this year. The Chair asked if a method of keeping the modern lightweight wreaths in place could be found – Cllr Cripps offered to wire into place once laid next year.

Cllr Fleat asked if anyone else had found the new seat in the Bus Shelter was always wet due to the lack of sides to the shelter. Cllr Rickman reported that he considered it was a perfect height for the elderly residents of the village and had received very good reports about it. However as he passed it at least twice a day he would personally check it.

Both Cllrs and public observed their disappointment that drivers found it necessary to hammer over the cattle grid during the Remembrance Service at the memorial. Cllr Rickman reported that the Clerk had not had time to put in a road closure for 2014, but would have in place for 2015.

A member of the public asked about the defibrillator, offering assistance if needed. Clerk advised had made contact with Southern Central Ambulance Service, but needed a decision on location.

Cllr Rickman advised NFDC were in process of mapping coverage of the district council area for presentation in February.

A member of the public reported the appalling states of parking in the village, Cllr Tarling stated had been discussed extensively in the P&TC meeting, reminding the meeting that Sway residents did not want yellow lines and that HCC have already advised that yellow lines and similar parking restrictions were unenforceable, suggesting Parish Council purchase land and build a car park, for which neither funding nor land were available. Adding that he couldn't see a solution, asked if Sway News would publicise the problem, re-education was needed as people didn't seem prepared to walk any more. Cllr Golby observed that parking was available at Jubilee Field, but again wasn't used either for the village or school as deemed too far to walk.

The Council Transport representative observed complaints had been received from both the CANGO drivers and that most of the cars were parked there all day. A member of the public reported shopkeeper complaints about damage to trade and asked about leafleting cars. Cllr Cripps replied that could be sued for leafleting cars and that a number of the shopkeepers were as responsible for insisting on parking immediately outside their shops.

127/14 Dates of Future Meetings

The dates for future meetings of the Parish Council were noted:-

Thursday	18 th December 2014	Jubilee Field Pavilion
Thursday	29 th January 2015	Jubilee Field Pavilion
Thursday	26 th February 2015	Jubilee Field Pavilion
Thursday	26 th March 2015	Jubilee Field Pavilion

There being no further business, the Chairman closed the meeting at 8.50pm.

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Chairman