



**Sway Parish Council Meeting
Thursday 26th October 2017
Jubilee Field Pavilion, Sway**

Present:

Barry Rickman, Chair
Kevin Cripps
Peter Dance
Ted Fleat
David Golby
Hugh Marchant

Alex Pepper
Melanie Seacombe
Stephen Tarling
Graham Turner
John Warden
Katie Walding, Clerk

In attendance:

Cllr Keith Mans (until 8pm)
Lymington Times, Sway News and 11 members of the public

The meeting started at 7:30pm with a welcome and brief introduction from the Chair.

PC 17/121 Apologies

Received from Cllr. Len Thomas.

PC 17/122 Declaration of Interests

None were declared.

PC 17/123 Minutes of Meeting held 24th September 2017

The Minutes were approved as an accurate record, without correction, and signed by the Chair.

Matters Arising:

PC 17/124 Playground Maintenance

The Clerk explained that quotes were still in progress on the basis that repairs would be undertaken to make the playground safe, whilst longer term plans for replacement of some equipment was decided.

ACTION: The Clerk to obtain three quotes for the Council to review at the next meeting.

PC 17/125 Tree Survey

The Clerk confirmed that the survey had now been completed (and circulated with the Agenda) and some 220 trees in the Parish were fully documented and graded. Gradings were split into high, medium and low priority, and immediate attention was required to both high (recommended within 1 month) and medium

(recommended within 3 months). One quote had already been received (from the NFDC's own contractor) and two more had already been requested.

ACTION: The Clerk to obtain three quotes for the Council to review at the next meeting.

PC 17/126 WI

The Clerk confirmed that advice from the Tree Officer at NFDC had been given in regard to the written request for permission to plant the centenary tree at Stanford Rise. The advice was to obtain the exact species of tree to be planted and then confirm in writing. Cllr Seacombe reminded the Clerk that a number of orchard and other native trees were planned, and the Clerk confirmed that these had also been mentioned to the Tree Officer, who was happy for all the trees to be planted.

ACTION: The Clerk to collate a list of tree species for planting at Stanford Rise and draft the letter to the Tree Officer at NFDC

PC 17/127 Chairman's Report

a) The Chair advised that at the recent NFALC meeting, a sensitive item was on the agenda which he felt the Council should also consider: in the event that the death of a senior royal family member was announced, NFDC had confirmed that a number of Books of Condolence would be opened in key locations across the New Forest. Parishes were invited to make their own decisions as to whether they wished to provide the same. The Chair proposed that this be organised in Sway when the time came.

DECISION: The Council agreed unanimously to open a Book of Condolence in Sway when the need arose.

b) The Chair informed the Council of the Church Festival from 24th – 26th November at St Luke's. Organisations in the village were invited to put together a tree (or representation of) to be displayed in the Church. Sue Rickman had volunteered to create a display on the Council's behalf.

DECISION: It was agreed that the Council should definitely support the Festival.

ACTION: The Chair to gratefully accept the offer from Sue Rickman and to ensure that offers of help from Cllrs Seacombe and Turner were passed on.

c) The Chair noted that the Poppy Appeal for 2017 was underway. Poppies and badges were available for a donation and these would be on the table at the end of the meeting. The Chair asked that those Councillors wishing to attend the parade and service on Sunday 12th November, meet outside the Youth Centre at 9:15am. Seating would be made available for those that needed it. Cllr Fleat reminded the room that there would also be a 2-minute silence on Saturday 11th November, at 11:00am.

PC 17/128 County Council Report

Cllr Mans from Hampshire County Council (HCC) informed the Council that on 2nd November there will be a meeting of HCC to debate changes to enable them to balance their budget. HCC will make a plan for the next 2 years that tries to ensure front line services are protected as much as possible whilst finding some £140M in savings. Areas for potential budget cuts that could affect our Parish included:

Refuse disposal sites. Possible contributory schemes might be a £1 levy on all visitors to sites, and/or the adjustment of opening hours. Members of the Council and public expressed concern that this would increase the likelihood of fly tipping, and whilst Cllr Mans explained that the majority of fly tipping was done by small contractors, Councillors and those in attendance felt that any barriers to disposing of waste properly would simply encourage domestic users to fly tip as well.

Buses/Transport. Cllr Mans explained that whilst free bus passes for pensioners was a real benefit in larger towns and cities, for rural dwellers it was hard to see any benefit when services are so light. One possible solution would be to charge pensioners up to 50 pence per ride, as this could be enough to keep the current network and possibly even increase. Cllr Warden confirmed that Cango service users, when questioned, were willing to pay up to £1 per journey in order to protect their service. Cllr Mans also suggested that the Senior Railcard was a much better model, where significant discounts were available but some revenue still generated towards service provision.

Cllr Mans informed the Council of a new project-based funding scheme of approximately £500,000 which was to be made available to parishes. This would be to supplement valuable activities which the County Council could not afford to fully provide themselves. More information would be released after the meeting next week.

ACTION: The Clerk to follow up on the HCC Scheme and how Parish Councils can apply for contributions to projects.

PC 17/129 Clerk's Report and Correspondence

a) Office Opening

The Clerk proposed to adjust the public office hours so that parishioners had more opportunity to call in at different times of the day.

DECISION: It was decided that the office would now be open on Mondays 10am-1pm, Tuesdays 11am-2pm and Thursdays 3pm-6pm.

ACTION: The Clerk to update the window notice, public noticeboard and Facebook page. Cllr Marchant to update the website.

b) Memorial Seat

The Clerk had received a letter and copy invoice for the turf which had been laid at the site of the memorial seat for Molly Mold. Previously the Council had decided to consider donating towards this, and they debated the amount to offer. It was suggested that the Council donate half the cost (£117.00). Proposed by Cllr Turner, seconded by Cllr Golby and agreed unanimously.

DECISION: To make a donation of £117 towards the landscaping around the memorial seat.

ACTION: The Clerk to draft a letter and prepare a cheque for signature.

c) Stanford Rise Hedging

The Clerk explained that, to date, three separate parishioners had raised questions regarding their concerns about the overgrown hedging at Stanford Rise. The Clerk went on to confirm that since they had been raised, and prior to the meeting, she had been able to confirm that the internal hedging was due to be cut by Gardeners South Ltd as part of their ongoing maintenance remit. They did not normally 'top' the hedges but would advise if they felt it was necessary. The Clerk confirmed that the Lengthsman had already carried out a thorough pruning and clean-up of the boundary hedge on Middle Road. She confirmed that it was possible to get the Lengthsman to also trim back the external hedging between the gate to Stanford Rise and No.1 Stanford Rise.

Concern was raised by Cllr Seacombe that since this land and hedge was not owned by the Council, it would be unwise to set a precedent for taking responsibility for it. This concern was reiterated by Cllrs Pepper, Tarling and Cripps.

DECISION: It was decided not to instruct the Lengthsman to trim back the hedge between the SR gate and No.1 Stanford Rise, since it does not belong to, nor is it the responsibility of, the Parish Council.

ACTION: The Clerk to draft a letter and call at No.1 Stanford Rise to explain they would need to take action.

In further discussion on the work to be carried out by the Lengthsman, the Clerk confirmed that £323 had been deducted from the £1000 available fund, for works already completed. The Lengthsman had confirmed that he would be able to trim back the Allotment hedges and also the Jubilee Field boundary hedge with the B3055 where it was overgrowing the pavement. However, Cllr Seacombe explained that there had previously been a list of prioritised items for the Lengthsman to work through and that this should be reviewed before any further work was confirmed with the Lengthsman.

ACTION: The Clerk, in consultation with Cllrs Seacombe and Tarling to re-establish a list of priority work for the Lengthsman, within the current budget.

PC 17/130 Finance

a) Payment Schedule

The Schedule of payments for October had previously been circulated.

DECISION: Cllr Turner proposed that the Schedule should be approved. This was seconded by Cllr Cripps and unanimously approved.

b) Accounts

The Accounts to 30th September had previously been circulated, though it was noted that they had been delayed and apologies offered. Cllr Cripps explained that the General Reserves were currently too high as a percentage of the Precept and on current values would be picked up by the auditor. This would be resolved, it was explained, by the inclusion of Earmarked Reserves as previously discussed (documented in the September Council Minutes). Cllr Turner confirmed that a revised General Reserves policy will be prepared for the next meeting.

DECISION: Cllr Turner proposed that the Accounts to 30th September be approved. This was seconded by Cllr Golby, and approved Cllr Tarling abstained.

c) Finance Working Group

Cllr Turner reported on the meeting held on 23rd October. Some numbers were still awaited. An updated budget would be circulated during the first week of November, to allow time for review and comment. He noted that the November meeting would require a vote on the proposed application for Precept and also the revised Reserves policy. Cllr Pepper expressed concern that the year-to-date spend was very close to budget already, and requested that Stanford Rise costs be specifically split out.

ACTION: Cllr Turner: Draft budget to be circulated including identified Stanford Rise costs, earmarked reserves and the revised Reserves policy.

PC 17/131 Planning and Transport Committee

- a) Draft minutes had been previously circulated and made available on the website. Cllr Tarling delivered a verbal summary of the meeting and further reported on subsequent items:
- A modest extension and rooflight at Thornhill on Middle Road, Sway has been granted.
 - The proposed over-development at the already crowded site of the Silver Hind restaurant has been refused.

- The fence at Half Day House has been trimmed so as to fall within the national rules limiting fences, gates and walls on the highway to 1 metre or less.
- The ex-Arnewood Turkey Farm applications have been amended following input from neighbours and a visit from a planning officer.

At the NFNPA South West Quadrant meeting:

- A new Community Officer Holger Schiller introduced himself, and our new Clerk is already planning to meet up with him.
 - Following a question from Brockenhurst Parish Council it was noted that party wall arrangements are outside of planning and more the province of Building Regulations and private agreements.
 - Progress on the new NFNPA Local Plan was outlined. Approximately 40 dwellings per annum across the Park would be needed; with a limit of 100m² per dwelling. Consideration is being given to requiring affordable housing contributions not just for 6-10 dwelling in cash and 11 or more dwellings as on-site affordable housing, but to all new development.
 - An external report on the viability assessment at Hatch Motors had been commissioned by the NFNPA.
 - In more general NFNPA items there were discussions concerning the Recreation Management Strategy; a reminder that many animal accidents occur in November and December after the clocks go back so extra care is needed; the impact of additional development just outside of the Park on additional traffic and hence poorer air quality within the Park; the need for anyone using the National Park for business to have a licence; and the by-law which prohibits parking in Forestry Commission car parks after dusk.
- b) Cllr Marchant reported that there would be a meeting on 13th November when representatives of NFNPA and NFDC SAG would attend with Councillors from Sway, Minstead, Copythorne and New Milton to follow up on Sway's feedback report on the Wiggle event.

PC 17/132 Stanford Rise

Status of works

Cllr Seacombe confirmed that Keffen had replaced the gate catch and this was now working properly. The Lengthsman had completed the boundary hedge cutting and clearing on Middle Road. Rachel Charlton, heading up the 'Friends of Stanford Rise' group, had requested help for bulb planting at 10am on Sunday 29th October and had already received a good response. Cllr Seacombe has arranged for the purchase of 1500 bulbs and these are ready and waiting.

PC 17/133 Jubilee Field Pavilion

a) Trustees' Proposal

Terry Simpson attended the meeting and was invited by the Chair to give a verbal update. Mr Simpson explained that the Trustees are currently working on a business plan, but they required some information from the Council to enable them to complete this. He noted that the Trustees were meeting with the sports clubs, as existing users of the premises, and would also be checking in with other village groups that might be interested in using the facilities in the future. Mr Simpson was clear that he would not approach any group that already had an existing agreement with another village venue, as this would not be in the community spirit.

ACTION: Subsequent to the meeting it was agreed: Mr Simpson to attend the office on Tuesday 31st to meet with the Clerk and list the information required.

b) JFUG

Cllr Thomas had attended the last JFUG meeting on 21st September which was minuted at the September Council meeting, but no further meeting had taken place and Cllr Thomas had sent notification that there was no further update.

PC 17/134 Sway Village Hall

It was confirmed by Wendy Collyer that the creation of a charity incorporated organisation is well under way and that there will be a new lease put in place between the WI and the Village Hall, with a 100 year term.

The WI have submitted applications to NFDC for grant funding, just inside the deadline of Monday 30th October.

Cllr Turner noted that the two oak trees would be surveyed and works carried out accordingly. They may have Preservation Orders and this would, of course, be checked.

PC 17/135 Youth Centre

Cllr Thomas had sent notification that there is nothing to report.

PC 17/136 Items for the next agenda

- Budget approval for 2018/2019 (Cllr Turner)
- Reserves policy (Cllr Turner)
- Precept 2018/2019 (Cllr Turner)
- John Jackson email to Cllr Marchant re Gridiron cycling event to be discussed at the 9th November Planning and Transport meeting (Cllr Marchant)

PC 17/137 Any Other Business

The Clerk noted that email servers held by the HCC would be migrated over the following weekend and this could cause email disruption for any Councillor holding an email address with the domain @sway-pc.gov.uk. Any problems to be reported on Monday 30th October to the Clerk.

Cllr Pepper commented that notices were up for the imminent closure of Brighton Road at the cattle grid, from Monday 13th November for 5 days.

It was brought to attention of the Council that the security/sensor lights outside the Jubilee Field Pavilion building were not working. The Clerk had already been informed of this and is arranging for them to be checked and subsequently repaired or replaced.

PC 17/138 Date of Next Meeting

The Chair confirmed that as advertised the next meeting will be on Thursday 23rd November, in Jubilee Field Pavilion starting at 7:30pm.

The Chair thanked everyone for attending, and the meeting closed at 8:27pm.

Signed Date.....

DRAFT