



Minutes of the Meeting of the Council held on Thursday 26th September 2019, at the Jubilee Field Pavilion

Present:

Dawn Bampton (DB)	P	Karen Marshall (KM)	P	Stephen Tarling (ST)	P
Nicky Bowler (NB)	P	Anthea Merchant (AAM)	P	Len Thomas (LJT)	P
Peter Dance (PD)	P	Alex Pepper (AP)	NP	Lisa Thomas (LAT)	P
Adam Marshall (ADM)	NP	Vicky Ryce (VR)	NP	James Willis (JW)	NP

Present (P) Not Present (NP)

Also present: County Councillor Keith Mans; Katie Walding, Clerk & RFO

In attendance: 5 members of the public (MotPs) and Sway News

The meeting started at 7:00pm with a welcome from the Chairman and a reminder that the meeting would be recorded.

19/141. Apologies

Received from District Councillor Barry Rickman, and Councillors Adam Marshall, Alex Pepper and Vicky Ryce.

19/142. Declarations of Interest

None were received.

19/143. Minutes of the previous Meeting and matters arising

The Minutes from the meeting on 22nd August 2019 had been previously circulated and published online. Those who were present unanimously approved the minutes as an accurate record, and they were signed by the Chairman.

Matters arising

LJT – In regard to the New Forest Marathon, had sent a letter to the organisers expressing concerns about the lack of marshals where he was based at marshal point 35. Runners had to negotiate a crossroads where they were turning right and crossing over with traffic coming from all directions. LJT had been assured there would be two marshals and two traffic controllers. LJT was on his own at the junction until eventually one other marshal was dropped off. This was dangerous, stressful and should never happen again. LJT would not volunteer for this event again.

19/144. District Council

Cllr Rickman sent his apologies.

19/145. County Council

Cllr Mans had been focused on the next two-year budget. HCC budgets are set at two-year intervals to create enough time to make changes and have appropriate public consultation. He said it also provides better opportunity for planning when central Government fund settlement values are only confirmed just before the budget cut-off (and only annually). The settlement has come early this year and £80M savings are needed. They have given no indication for the following year.



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The area of most concern for HCC is social services for youngsters with learning difficulties and disabilities, and care for the elderly. Ten years ago social care accounted for 25-30% of HCC's total expenditure. Ten years later it is already at 50% of expenditure. Social services are statutory, so other budgets for discretionary services inevitably suffer. Over recent years HCC have used their reserves to help cover increases in service and the deficit of Government funding.

HCC have worked hard on AI and IT functions, which support the services and increase efficiency for staff whilst enhancing users' experience.

More income is generated by providing services outside the county. Education and children's services are already contracted to the Isle of Wight and HCC are also about to start a new public health contract there. This helps HCC by enabling them to keep an experienced team due to operating at a higher level.

Their integrated business platform was provided for other councils, including three in London. This enabled IT expenditure to be shared with those paying councils.

Careful consideration was being made to services provided to local councils – including refuse disposal, libraries – where some cuts in hours may have to be made. HCC would hopefully continue to support the Lengthsman Scheme for the next year but it could be reduced or withdrawn in the coming years.

HCC had hoped to raise council tax up to 3% but it has been capped at 2%. HCC still has the second lowest council taxes and Govt funding in the country. Cllr Mans said that he continued to feel most concerned that people who are assessed as in need of help, should get their support regardless of where they live. This was currently not the case and very wrong.

Finally, he noted that his devolved budget was available for any projects in the village that might wish to apply for a grant.

Members discussed their experiences and concerns about health services and social care services with Cllr Mans.

19/146. Chairman's Report

ST thanked Cllr Mans for his attendance at the meeting. Given his position as Leader of HCC ST recognised just how busy Cllr Mans was. He noted that Cllr Mans and Cllr Rickman as Leader of the District Council, worked hard to ensure that one of them was usually in attendance.

Cllr Rickman had obtained 100 GWR Children's Packs containing a colouring book, stickers and a set of small coloured pencils, provided with the thought of entertainment on a train journey. Their distribution would be considered by the Junior Parish Council, and some packs were available for anyone who wished to take one.



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The month was marked by astonishing progress on a number of important works items at the Pavilion. He reminded members that the building was now 18 years old and so adequate provision for ongoing maintenance was needed going forward. ST was impressed at the delivery of prompt and accurate works by local contractors, and at prices representing good value for Sway Council Tax-payers. Thanks were due to the Clerk, and also the Amenities Working Group for their oversight.

There had been two emergencies requiring expenditure (as set out in Financial Regulations item 4.5):

1. Emergency Plumbing repairs: following a massive leak from old pipework, the contractor who carried out the recent legionella remedial works was able to provide engineers at short notice to make the repairs and this was helped by their existing knowledge of the building and systems. The short deadline gave them just 48 hours to make good before the home match of Sway Football Club and they had made good with 24 hours to spare. This involved some 12 plumber-hours of work and over £170 in materials at a cost much as estimated and which now appeared in the Payment Schedule at a total of £735 +VAT.
2. Emergency Tree Works: a Scots Pine on the boundary of Jubilee Field had a broken branch hanging over Station Road. Removal by one of the usual local professional tree surgeons was carried out at a cost of just £120 +VAT.

DECISION: PD proposed and LJT seconded the retrospective authorisation of both emergency expenditure items and this was approved unanimously.

- ST had attended a briefing on the newly adopted NFNPA Local Plan on 4th September. He noted two particular items of relevance: all new dwellings in the National Park would henceforth have to be 100m² or less with permitted development rights removed; and secondly that anyone who saw or heard anything that might be a planning enforcement issue should get in touch with the NFNPA Enforcement Team which has been expanded to try and better monitor enforcement issues in the New Forest.
- The New Forest Marque met on 9th and members will be put forwards for the Brilliance in Business awards.
- Pannage is underway – please keep a watch out for pigs at the side of the roads hoovering up acorns.
- On the 14th there was another cycle race from UKCE who are now the only organisers who do not abide by the New Forest Cycle Event Organisers' Charter and sometimes seem to put profit before safety.
- The Lymington-Keyhaven Nature Reserve Open Day took place on the 15th and was the best yet.
- The team dealing with Invasive Plant Species are planning to host a meeting here in Sway for riparian zone owners.



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- The NFNPA Planning Committee meeting on the 17th did not cover any Sway matters. ST is increasingly concerned that the defined villages are being treated as urban areas as far as planning permissions are concerned, and fears that the Sway defined village will become more of a built-up zone. There is a new government policy on “Nutrient Neutrality in New Development” which will have implications for Sway – for instance in preventing more nitrate and phosphate getting into the Avon Water and other local watercourses.
- The autumn craft fair in the Village Hall the previous Saturday could have been better served by poorer wet weather to get more people inside; and on a grey wet and squally Sunday the ceremony opening the refurbished tennis courts would have benefitted from glorious weather. ST was pleased to hear thanks and support for both the continuing quality of the contract cleaning and the deep-clean and preparation of the new female changing facilities, and noted that the Council had written to those who did the work to thank them.
- Sway Parish Councillors are working towards some longer-term objectives for this session – i.e. up to April 2023 and have sent their preferences in to the Clerk, and will be considering those shortly.
- ST had just received an update from the Future of Rural Communities group which he would circulate to members in due course if and as appropriate.

Other upcoming dates:

- The Sway Allotments AGM would take place on Monday 7th October.
- The next SW Quadrant meeting (which is not a public meeting) would be in Sway on Tuesday 8th and items including the Glover Report, the Holmsley Bridge works and more would be discussed – all Parish councillors in the quadrant are welcome.
- There would be a full NFNPA Authority meeting on 10th October.
- The New Forest Walking Festival starts on 12th October

At next month’s full Parish Council meeting we’re anticipating hearing how development work can respect the local flora and fauna: on Thursday 24th October 7pm.

And finally, ST reminded Councillors (only) that there would be an in-camera session immediately before that meeting for a finance briefing in preparation for budget setting for next year.

19/147. Clerk’s Report and Correspondence

- The Chairman of the Tennis Club had sent a lovely note to thank Councillors and the Clerk for attending the opening ceremony of the resurfaced courts last Sunday, which despite the weather was a great occasion. On behalf of Sway Council-Tax-payers, the Council received thanks for the support towards the refurbishment of the tennis courts
- The Football Club Committee had given notification that the delayed pitch works would now take place on Friday 27th September, with a smaller specification than originally quoted and accepted by Council as the top dressing was not needed. The originally quoted £2880 had now dropped to £1535. Given the significant reduction



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in cost to the Council, the FC's contribution was suggested at £300 which was agreed to be reasonable and was accepted with thanks.

- The New Milton Neighbourhood Plan - Regulation 16 Consultation commenced on 9th September and responses must be received no later than 10am on 21st October. <http://www.newmiltonplan.org.uk/submission/evidence.html>
- On the day before the meeting the Clerk had hosted the Hampshire Branch meeting of the Society of Local Council Clerks (SLCC) at the Pavilion, and 20 Clerks attended. There was an interesting presentation by Transition New Forest, a community interest company focused on sustainability, explaining how local councils can implement real actions if they declare a climate emergency. The Clerk would follow up with more information to the Council in due course.
- The New Forest Zero Carbon Alliance will hold an event at 7pm on 8th November at Brockenhurst Village Hall. One of the speakers had presented to the Hampshire Clerks yesterday; everybody was welcome to this event.
- A resident had written "*There appears to be a bunch of youths who are regularly hanging out in the [football pitch] spectator stand and leaving loads of rubbish. Is there anything we can do about this? Also should we not have a bin next to the stand?*" It seemed a sensible suggestion and the Clerk asked if the Council would like her to obtain a price for purchase and installation of a bin, which was approved.
- Advance notice had been given of the Wessex Gridiron 100k cycling event Sunday 13th October. The route brings cyclists from Ibsley towards Lymington in the late afternoon, coming past Wilverly and along the forest to the B3055 and then turning left into Pitmore Lane.
- The Trustees of the Village Hall had asked if they could present their latest proposals for the changes at their site and Stanford Rise Green to the Council. The Clerk had invited them to the October meeting.
- The NFNPA, with local historical buildings expert Kevin Stubbs, were delivering a series of evening talks for homeowners in the New Forest. The talks are part of the Building Skills project, one of 21 projects being delivered through the Our Past, Our Future Landscape Partnership Scheme. <http://www.newforestnpa.gov.uk/conservation/landscape-partnership/training/>
- NFDC had written to confirm that the remaining 50% of the Parish Precept would be credited to the Parish Council account on 30th September.
- The Village Hall Committee contacted the Clerk to ask about the possibility of replacing the two bins outside the Village Hall; one dedicated dog waste bin and one small general waste bin mounted on a post. The Clerk had explained that this was not something in the care of the Parish Council but had written to the Street Scene Operations Manager at NFDC and asked him if he might be able to help. A member of the Village Hall Committee who was present confirmed that they would be aiming to go plastic-free and would urge the Council and the village to move towards the same goal. She hoped that any new bin would not be plastic – and was encouraged to follow up with NFDC to explain this to them.

[Cllr Mans left]



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19/148. Planning & Transport Committee (PaTC)

The Vice Chair of the PaTC gave a summary of the meeting held on 12th September; draft minutes were available [online](#). She noted in particular a useful discussion on the dark skies policy and how it affected dwellings on the forest edge and the centre of the village.

a. 19/00661 - PaTC to consider the following application (deferred from 12th Sept meeting)

MARLEY MOUNT FARM, MARLEY MOUNT, SWAY, LYMINGTON, SO41 6EP

Ref. No: 19/00661

Replacement dwelling and outbuilding; demolition of existing dwelling and outbuilding

Members of the PaTC present had received additional information since the meeting when this decision had been deferred. There were no objections from the Tree Officer. Neighbours had objected. The Committee were disappointed that the severe environmental impact of destroying a perfectly serviceable dwelling could not be considered a factor.

DECISION: 4. We recommend REFUSAL for the reasons listed below (unanimous)

- The Bat report (Phase 1) states that Phase 2 should be completed before any application is submitted.
- The Ecologist's report clearly highlights ecological concerns.
- Sway feels that it is impossible to approve this application without knowing the result of the Phase 2 Bat Survey the full impact of the scheme on the local ecology.
- Sway would strongly advise withdrawal of the current application and a subsequent later re-submission including any adequate mitigation to satisfy the bat survey.

b. Substitute Members

Following advice from the Clerk, members were asked to consider the recommendation of the PaTC to appoint substitute members in order to maintain a quorate meeting schedule wherever possible, in accordance with Standing Order 4d(v)**. This would reduce the need for moving Planning meetings which had been set at the beginning of the current session.

*** "...to appoint and determine the terms of office of the substitute members to a committee whose role is to replace the ordinary members at a meeting of a committee if the ordinary members of the committee confirm to the Proper Officer 2 days before the meeting that they are unable to attend;"*

DECISION: ST proposed and KM seconded that the Council appoint substitute members to the PaTC and this was unanimously approved.

The following members volunteered to be substitutes: **LJT, PD, NB, ST**. It was agreed that a substitute(s) would only be called if apologies had been received from 3 or more of the 6 PaTC members, in order to ensure a quorum.



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Cango Governance Meeting

Mr John Warden summarised the meeting and the figures. Attendees at the meeting had agreed a number of actions to obtain more information and would report back in due course. It was clear that all parties were committed to the future of Cango and would work hard to secure that future.

19/149. Amenities

a. Pavilion repairs and maintenance

- SSE Energy (gas supplier) was running a program to update gas meters with a like-for-like exchange to meet current industry standards, and the work would be completed on Monday 14th October.
- The plumbing works were all completed. The Clerk had arranged for the original Legionella Risk Assessor to come back and re-assess the building in light of the completed works. She hoped to receive a much more positive risk assessment. She had also asked him to provide a quote and recommendations on a maintenance plan for the system, to ensure compliance going forwards.
- The ventilation units and new ducting were all now installed and there would be a return visit to complete the wiring and install a timer. This would enable the units to run for a short time each day during the season when the showers are in regular use, and then ensure they are running for a suitable length of time on match days in order to remove all the steam and dry the rooms after more intensive use.
- The deep clean was carried out over two days and had dramatically improved both the appearance and the smell of all the changing rooms.
- The designated female changing room was now open for use.
- The installation of new cleaning and storage cupboards was well under way. Work should be completed the following week. The metal cabinet would be used in the shed.

b. JFUG representation

Due to lack of availability, the Council were asked to approve the change of representative from NB to LAT.

DECISION: ST proposed and KM seconded the appointment of LAT as JFUG representative and this was unanimously approved.

c. Preferred Suppliers

Following the recommendations of the AWG to put a preferred suppliers list in place, to ease the contracting of emergency works, members discussed the way this might work and approved the principle put before them.

ST strongly supported this recommendation and suggested that:

- the wording be revised to suggest “any two” of the Chair, Vice Chair, AWG Chair or FWG Chair be asked to approve any emergency expenditure by the Clerk;
- for the avoidance of doubt and to ensure transparency and fiscal probity, a clear process and then the initial list should be brought back to the Council by the AWG, and details added to the Council website as appropriate.



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These minor modifications were agreed.

d. Accessibility Policy

The AWG and the Clerk had drafted the previously circulated draft Planning Applications Accessibility Policy in light of the withdrawal of paper plans by the NFNPA.

DECISION: It was proposed by ST and seconded by DB that the policy be adopted and this was unanimously approved.

19/150. Finance

There would be a meeting of the Finance Working Group in early October to initially consider the draft budget for 2020.

a. Payment Schedule

This had been circulated and published prior to the meeting.

DECISION: PD proposed and LJT seconded that the Payment Schedule for September be approved, and members unanimously agreed.

b. Bank Reconciliation

This had been circulated and published prior to the meeting.

DECISION: ST proposed and KM seconded that the Bank Reconciliation for August 2019 be approved, and members unanimously agreed.

19/151. Youth Centre

LJT reported: in reference to the table tennis table, the Youth Centre Management Committee would prefer to retain it at the Youth Centre. They reported it was being used quite well and there were still ten years left on the lease. However, the manufacturer had admitted that they were experiencing issues and could not resolve the cracks, so that no replacement had been made to the cracked half of the existing table.

Members discussed whether it would be sensible to ask the company to simply remove the entire table as it had now been six months and with no replacement on the horizon. Then a suitable table could be purchased at a much better price, enabling reimbursement of surplus funds back to the Brownies and the Youth Club; it could also be properly installed to ensure it was level.

ACTION: The Clerk to go back to the Sway Youth Centre Management Committee as above.

The new vicar was keen for the youth club to be reinstated. There was some concern for the risk of overflow parking in the Youth Centre car park if and when the new Co-op store opened on the Hatch Motors site next door.



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19/152. Village Hall

An impressive list of actions had been completed: a new independent stair lift was in now in service; and a new fire door was fitted to the WI room. The kitchen had been refurbished. The gas boiler had been serviced. Both ladies' and gents' loos had been refurbed. Lights on the stage would be replaced.

There would be internal storage changes and new stairs to the balcony. The noticeboards in the foyer would be updated to make the WI one bigger, and add a security-glass front to the Village Hall one. It was also hoped that a new external noticeboard for the Sway Cinema would be added – partly to remove the need for any further laminated posters (part of the drive to go plastic free). Sway Cinema had commenced its second year.

ACTION: The Clerk to send contact information to the SVH Committee for the NFNPA Duty Planning Officer, so that advice could be sought on an external noticeboard.

ACTION: The Clerk to investigate any need for permission for the Christmas tree lights.

In Sway the Lighting of the Christmas Tree is an annual event, now provided by a collaboration of the Carnival Committee and St Luke's Church and previously hosted on private land, most recently at The Silver Hind.

This year the collaboration would include the Village Hall Committee and the Sway Cinema, and the tree would be situated outside the Village Hall. The Spudworks Christmas Fayre would also be held on the same day. Toy Story 4 would shown at the Sway Cinema first, followed by mulled wine, mince pies and carols at the lighting of the tree. The event would take place on Saturday 14th December.

19/153. Other matters for discussion

- PD – The next NFALC meeting would be on 17th October and he would attend and report back.
- PD asked if there were any arrangements for the Remembrance Service and the Clerk confirmed that road closure application was already submitted; the Church would be in touch in due course regarding the timetable and reading of the roll call; a wreath would be organised and placed by the Council as usual.
- LJT – noted that Budgens was still not ready to open.
- KM – felt that there was clear motivation for recycling incentives in the village, but significant issues with understanding of recycling, specifically how it actually works and what could be included. Could the Clerk could arrange for someone to attend a meeting and explain it all, with a Q&A, at which the Junior Parish Council could be invited to attend along with residents? Anything the Council could do to encourage and support recycling would be excellent for community engagement. There was widespread support for from all members.

ACTION: The Clerk to identify who to invite and make arrangements.



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19/154. Items for the next agenda

Next month's meeting would include an in-camera session for members only, starting at 6:15pm, for a finance briefing.

19/155. Date of the next meeting – Thursday 24th October at 7:00pm (with members only from 6:15pm).

With no further business, the meeting closed at 21:10 pm.

SIGNED:.....DATE:.....