



Minutes of the Meeting of the Council held on Thursday 19th December 2019, at the Jubilee Field Pavilion

Present:

| | | | | | |
|---------------------|----|-----------------------|---|----------------------|---|
| Dawn Bampton (DB) | NP | 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) | P | Lisa Thomas (LAT) | P |
| Adam Marshall (ADM) | P | Vicky Ryce (VR) | P | James Willis (JW) | P |

Present (P) Not Present (NP)

Also present: Keith Mans, Hampshire County Council
Katie Walding, Clerk & RFO

In attendance: 6 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, and also that Sway News would record the meeting for their own use.

19/191. Public Participation

- The footpath which runs around the back of the school field and joins Manchester Road and Setthorns to Westbeams Road and Station Road has a layer of leaf debris and natural detritus all the way along, making it dirty and potentially slippery. MotP asked to report to NFDC.

19/192. Apologies

Received from DB and Barry Rickman, New Forest District Council.

19/193. Declarations of Interest

None declared.

19/194. Minutes of the previous Meeting

The Minutes from the meeting on 28th November 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.

19/195. District Council (NFDC)

Cllr Rickman had sent his apologies.

19/196. County Council (HCC)

Cllr Mans briefly noted:

- The cut off for school applications was 15th January 2020.
- HCC are leaning on Openreach to operate faster – they had acknowledged that work had not been delivered as expected across the New Forest.
- The Government hadn't confirmed HCC's financial settlement yet, but should do so just after Christmas; HCC were not expecting any surprises.
- Cllr Mans was pushing for the Social Services review and green paper to progress urgently; every year in Hampshire there are an additional 2000 people becoming 85



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years old. He noted a real need for cognitive diseases to be included under the NHS and not under social care.

- The Government has expressed an emphasis for funding in the North; Cllr Mans feels that Hampshire suffers from its proximity to London and South. Figures for the South – if one excludes London – show that funding is actually lower than for the North.
- He noted that there were still funds in his devolved budget for grants if any community group in Sway would like to apply before the cut off in February.

LJT – reported that a resident had asked him to raise the question of a 20mph speed limit in Sway, specifically on Station Road. He asked Cllr Mans to consider this, and would bring it forward to the January meeting.

19/197. Chairman's Report

Cllr Tarling noted:

- A report had been previously circulated following the NFNPA Planning Committee meeting on 17th December. The revised habitats mitigation scheme, and charges to cover the monitoring of S106 conditions went forward to the full Authority meeting.
- In respect of the Precept, the number of Band D Equivalent (BDE) properties in Sway for 2020/21 had decreased by 5.5, meaning that the Precept would therefore have to increase for the remaining BDE properties in order to maintain the total amount coming to the Parish Council. This fall may be due to a lower Council Tax collection rate and/or more people qualifying for Council Tax relief and thus not paying in so much. Alongside the usual inflation and this falling number of households, contributing to the Sway Precept were two main items: firstly, a backlog of maintenance and repair works, and some improvements at Jubilee Field which had depleted reserves, and secondly to fund work towards the Council's objectives. For these reasons, further down on the agenda the Council would be considering approval of an increased Precept for 2020/21.

19/198. Clerk's Report and Correspondence

- The NFDC Local Plan 2016-2036 Part 1 Planning Strategy was currently being examined by independent Planning Inspectors appointed by the Secretary of State. The Inspectors had identified that Main Modifications are necessary in order for the Local Plan Part 1 to be found 'sound'. As part of the Examination process the Inspectors had asked New Forest District Council to undertake a public consultation on the proposed Main Modifications. The consultation period had commenced on Friday 13 December 2019 and would run for a period of seven weeks closing on Friday 31 January 2020.
<http://www.newforest.gov.uk/article/18663/Local-Plan-Examination> to respond online or
localplan2016@nfdc.gov.uk to respond by email
- An 11-week public consultation on proposals for new council wards and ward boundaries for New Forest District Council had been opened. The consultation would close on 2 March 2020. <https://consultation.lgbce.org.uk>
- A resident had complained about the continued poor parking at the bottom of



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Church Lane and at the entrance to Setthorns Road, presumed to be cars from Meadens staff.

- The Clerk had received a positive response from the Environment Agency to the ongoing issue of water leakage at the bottom of Church Lane and would be meeting with them to review in the new year.

19/199. Council Objectives

Cllr Tarling had circulated a paper previously.

- DECISION:** ST proposed and LJT seconded, that:
- a. the scheme to action objectives and priorities;
 - b. the appointment of champions (and working groups) for each project as required; and
 - c. the addition of monthly reports on each project to the agenda from January

be approved by the Council and this was unanimously approved.

19/200. Planning & Transport Committee (PaTC)

JW gave a brief summary of the 12th December meeting; draft minutes were available [online](#). In particular, attention was drawn to the scheme at Idlecombe Cottage, Manchester Road, which the Committee had commended for its clever and innovative design.

He noted that in regard to the development at Hatch Motors, the underground tanks had been removed and works had ceased until the New Year.

<http://www.sway-pc.gov.uk/hatchmotors>

19/201. Amenities

a. Tree Survey

As per the attached report (Appendix A), three quotes had been received. The Clerk noted that there was a significant difference in quotes but these had been double checked and were like-for-like.

- DECISION:** KM proposed, and AP seconded, that the quote from Contractor A should be accepted, for all tree works to be carried out as per survey (with the exception of stakes and ties for the fruit trees at Stanford Rise Green) and completed before the end of February 2020, and this was unanimously approved.

Cllr Mans arrived and the Chairman returned to agenda item 19/196.

b. Holiday Schedule

The Clerk noted that the parish office would be open as usual on Monday 23rd, and that the handyman would be at the Pavilion doing some minor repairs on that day. The office would then be shut over Christmas and New Year, re-opening during usual hours on Thursday 2nd January. There would be no hall bookings on the 2nd and 3rd January and the carpets would be cleaned as previously agreed.



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19/202. Finance

a. Payment Schedule for December

This had been circulated and published prior to the meeting.

DECISION: AP proposed and ST seconded that the Payment Schedule for December be approved, and members unanimously agreed.

b. Bank Reconciliation for November

This had been circulated and published prior to the meeting.

DECISION: AP proposed and JW seconded that the Bank Reconciliation for November 2019 be approved, and members unanimously agreed.

c. Precept 2020/21

The final, approved budget for 2020/21 had been circulated and published. The Clerk had received the Precept claim form for 2020-21; the number of Band D equivalent properties (BDE) would be lower than last year – a reduction of 5.5 from 1709.30 to 1703.80.

Approved budget total and therefore Precept Claim = £73,364
Against BDE total of 1703.80 = £43.06 per BDE for 2020-21
Representing an increase of £4.21 per annum, 35p per month or 10.83%.

Despite this modest increase Sway's Precept will still be below half of the average across the NFDC area. In 2019/20 Sway's BDE was £38.85 per annum, compared with Hordle at £45.41, Bransgore at £57.82, Lyndhurst at £61.66; New Milton at £94.84 and Lymington & Pennington at £105.48.

The Precept provided the complete Jubilee Field sports complex with tennis, cricket and football; the pavilion and a free car park; all the work of the Parish Clerk; a committed and hard-working Planning Committee; the CANGO booking service; all parish-owned grounds and trees maintained; over 90 allotments maintained and watered; free advice from the Clerk and Councillors; the children's playground; the wild play area at Stanford Rise, the maintenance of the War Memorial, and this year the provision of a new storage shed.

After many years of not meeting the required regulations for Legionella and also for the electrics, both were being upgraded at the Pavilion; plumbing and ventilation that had not been maintained for many years had been brought back up to current standards; the gent's urinals had been repaired, there had been some large increases in the use of utilities by sports clubs (but eased by their contributions), there had been some vandalism repairs along with improvements to the alarm system; training had been provided for all new Councillors this year. There had been deep cleaning and the establishment of



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female changing facilities, new storage cupboards in the lobby, repairs to the emergency alarm in the disabled toilet, a new cooker in the kitchen, and the addition of a substantial new storage shed. In addition, the Council had made a number of grants including one larger than usual grant for tennis court surface improvements.

Bigger ticket – and new – items include upgrades to the Jubilee Field facilities, an updated Sway Parish Design Statement; input to the Church Lane development plans; a parish consultation, and the earmarking of a Community Transport Fund. Minor sums had also been set aside to help with an environment and climate charter, easing parking issues, and producing a welcome pack for new residents.

The Council hoped that every resident would consider their parish Precept well spent.

DECISION: AP proposed, and ST seconded, that a claim be submitted to NFDC for the 2020/21 Precept at a total of £73,364. This was unanimously approved.

d. Earmarked Reserves

Following the approved budget in November, the Clerk had circulated a report summarising the proposed changes to earmarked reserves (Appendix B). AP summarised, explaining that earmarked reserves came from general reserves and meant figures were not added to the Precept claim.

DECISION: AP proposed and PD seconded, that the new earmarked reserves set out in the Clerk's report be ratified, and this was unanimously approved.

DECISION: ST proposed and AP seconded, that the adjustments to existing earmarked reserves as set out in the Clerk's report be adopted, and this was unanimously approved.

e. Grant application from Sway Village Hall

An application had been submitted and circulated to the Council. The project was dependent on a Tesco donation of £2000 which was conditional subject to the project being proven completed. There was a shortfall of £2258. Tesco had granted an extension to the end February 2020 for the project to be completed, after which the money would no longer be available. The quoted provider could complete the work in time.

There was discussion around the possibility of a grant for part of the amount, with the Council offering a loan to the Village Hall for the rest, in order that they could secure the Tesco funding.



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Cllr Mans suggested that the Village Hall submit a grant application for £500 (or as near to that as he could make available) from his devolved fund.

DECISION: LJT proposed and AP seconded that the Council grant £1000 to the Village Hall, and also provide a loan for up to £1258 (being the balance after monies received from Cllr Mans grant fund) for a term of one year. This was unanimously approved.

20:05 – 20:10 there was a short break.

19/203. HR Working Group

NB noted that no meeting had been held.

19/204. Youth Centre

The question of appointing trustees to the charity company (in line with the lease conditions) had been deferred from November, when the Clerk had been actioned to establish the frequency of Sway Youth Centre charity company meetings; confirmed as usually held on a Monday, quarterly, with the next meeting Monday 9th March.

The Clerk had attended on behalf of LJT at the most recent meeting on Monday 9th December, and noted it was a very useful and positive meeting. SYC reserves were healthy, maintenance and repairs being well managed. There was some general discussion at that meeting about the future, including the expiry of the current lease in 10 years.

It was noted that DB and PD had both previously indicated their interest in being appointed. After a brief discussion of the options, JW and LAT also offered to be appointed. LJT and the Clerk could continue to attend as observers.

DECISION: ST proposed and AP seconded, that DB, PD, JW and LAT be appointed as Trustees to the Sway Youth Centre charity company and this was unanimously approved.

19/205. Village Hall

LJT confirmed that there was nothing further to report.

19/206. Other matters for discussion

- PD – offered to arrange for the disposal of wreaths from the War Memorial.
- LJT – had been monitoring SGN who were working in the village, and the effect on parking outside Central Stores. He had contacted them for details and they confirmed that there was a gas issue. However, they had cordoned off most of the parking bays for no apparent reason and residents had removed some of the barriers where it was safe to do so. The SGN area manager had responded to LJT earlier that day, and noted that the works were not classified as urgent, but assured that they would be done 'in good time'. LJT asked them not to block the parking right outside the Post Office again, especially during the week into Christmas. He would continue to monitor.



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- LAT – had been invited to join the patient participation group, hosted by the joint GP practice at Brockenhurst and Sway. A new doctor had joined as a partner. They also had access to a Social Prescriber: who provided signposting for all those between 18-65, referred by the practice. LAT would continue to attend and report back as and when.
- LAT – had also attended the Carnival Committee meeting and noted that dates for the 2020 Carnival week were confirmed as 3rd to 12th July, with the theme ‘games people play’. She suggested that the Council consider entering the procession!
- ST noted the scheduled open meeting for all Sway regarding the Church Lane development; to be held at the Jubilee Field Pavilion on Thursday 30th January from 7pm when everyone would be welcome.
- Hampshire Household Waste Recycling Centres would require residents to register their car number plates in order to be able to visit.

19/207. Items for the next agenda

The Clerk noted that an NFDC Officer would be attending to give a talk on ‘Waste and recycling in New Forest - all you need to know’. Residents were encouraged to attend.

19/208. Date of the next meeting – Thursday 23rd January at 7:00pm.

With no further business, the meeting closed at 20:38 pm.

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



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APPENDIX A

Tree Works Quotes
December 2019

- For high, medium and low priority works as per survey
- For completion before end February 2019

| | High & Medium | Low priority | Total |
|--------------|---------------|--------------|-------|
| Contractor A | 800 | 1034 | 1833 |
| Contractor B | 1450 | 1912 | 3362 |
| Contractor C | 2160 | 4470 | 6305 |

NOTE: All prices are subject to VAT (which the Council can recover)



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APPENDIX B

Adjustments to Earmarked Reserves
Following resolution 19/184(c) November 2019

New Earmarked Reserves

| | |
|-----------------------------|---------------|
| Village consultation | £4,000 |
| Environment/Climate Charter | £500 |
| Parking matters | £350 |
| Welcome Pack | £300 |
| Council display materials | £350 |
| Community transport fund | £2,500 |
| TOTAL | £8,000 |

Existing Earmarked Reserves (updated)

| | | |
|------------------------|--------------------------------|----------------|
| PC18/014(d) | Stanford Rise s106 | £21,142 |
| PC17/008 & PC19/032(e) | MUGA & Playground improvements | £10,500 |
| Donation | Mrs Gale Legacy | £1,000 |
| PC18/219a | VASLR maintenance | £260 |
| | JF Pavilion Maintenance | £11,567 |
| | TOTAL | £44,469 |

General Reserves

| | |
|---|---------|
| General Reserves at 1 st December 2019 (77.8% of 2019/20 Precept) | £51,681 |
| Deduct New Earmarked Reserves (£8,000) | |
| General Reserves at 1 st January 2020 (65.8% of 2019/20 Precept) | £43,681 |