

HALE PARISH COUNCIL
DRAFT Minutes of Hale Parish Council Annual Meeting
held at 4.00 pm on Tuesday 14 May 2019 in Hale Village Hall, Hatchet Green, Hale

Present:

Mrs Gaby Lucas – Chairman, Cllrs Delves, Harrison, Hartas, Gemmell, Lavis and Mangan

In attendance:

Miss K Cleary – Clerk
 14 members of the public

Notification was given that the meeting was being recorded by a Parishioner. In response to an enquiry from the floor the Clerk confirmed that the recording was not held by the Parish Council and the Council had no control over what was done with the recording. Clerk confirmed that any recording held by the Parish Council must be deleted once the minutes of that meeting had been signed as agreed.

Mrs Lucas opened the meeting by congratulating the new Councillors on their election. The Clerk confirmed that all Councillors had signed the required declaration of acceptance of office.

1. **To elect a Chairman for the forthcoming year** – Cllr Mangan proposed and it was seconded by Cllr Delves and therefore **RESOLVED**: that Cllr Hartas be appointed Chairman of HPC for 2019/20. All agreed.

(Mrs Lucas handed control of the meeting to Cllr Hartas)

2. **To elect a Vice-Chairman for the forthcoming year** – Cllr Hartas proposed and it was seconded by Cllr Delves and therefore **RESOLVED**: that Cllr Mangan be appointed Vice-Chairman of HPC for 2019/20. All agreed.
3. **To receive apologies for absence** – apologies were received from Cllr Delves who had to leave the meeting before 5pm
4. **To receive any Declarations of Interest, written requests for dispensations and to grant any dispensations as appropriate**
 - 4.1. As the application concerned a property adjacent to his own, Cllr Lavis declared a [personal pecuniary] interest in item 13 on the agenda – Saughtrees planning application. Clerk confirmed that she had received in advance of the meeting a written request for a dispensation to allow Cllr Lavis to stay in the room for the item and confirmed that the dispensation had been granted, subject to Cllr Lavis retiring to the public seats for the duration of the agenda item.
5. **To consider and approve the Minutes of the meeting held on 3 April 2018** - Minutes having been circulated in advance were approved unanimously and signed by the Chairman.
6. **Matters arising from the minutes not covered elsewhere in the agenda**
 - 6.1. Cllr Hartas had informed the Clerk that the Village Hall had been booked on 23rd June (the day of Hale PTA fete) for Dog Scent Training and that this would increase pressure on car parking. Clerk to inform PTA and suggest that they approach Mr & Mrs Aitken-Sykes, who last year offered parking facilities in their field.
 - 6.2. Clerk advised that a resident had asked for further justification of the gov.uk website advise re predetermination where the Parish Council did not have a vote on the ultimate planning decision. Clerk had approached NFDC and Cllr Ed Heron, responses were outstanding.
 - 6.3. It was noted that the National Trust representative had confirmed at the Annual Parish Assembly that no work was planned to tidy the area behind Mays Firs where non-native trees had recently been removed. To be followed up as part of the Council's general engagement with National Trust.
 - 6.4. Cllr Hartas had advised that she had contacted NFDC tree service providers to arrange a joint tree survey with Hale Village Hall to minimise costs.

- 6.5. Trial drilling pits were still unrectified on Hale Purlieu. Clerk to chase National Grid for a response.
- 6.6. National Grid had clarified in writing that the decision to exclude the PHPM soil 'expert' from the Alaska site walkover had been that of National Grid alone and that the then HPC Chairman Cllr Lucas had not contributed to this decision. It was noted that this was inconsistent with the verbal (and otherwise unsubstantiated) statement of a resident member of the PHPM to the [] Parish Council meeting. The Council agreed that it was not appropriate to follow up further as the VIP project was on hold.

7. Members of the public are invited to address the council on agenda matters or raise any matters not otherwise on the agenda

- 7.1. A resident commented that the Hale Parish Council website was poorly formatted and populated and offered any assistance that he could give, maybe in the form of a working party. The Council agreed that the website needed a full refresh and Cllr Lucas thanked the resident for his offer of assistance. Website working party to be established
- 7.2. A resident director of Hale Village CLT asked that the Council consider the position of Cllrs Gemmell and Lavis on any matter pertaining to affordable housing as both Cllrs had written letters to the CLT director in a personal capacity which the resident felt demonstrated pre-disposition against affordable housing. Clerk advised that the law in relation to pre-determination was not clear cut and would forward

8. To review and adopt Standing Orders and Financial Regulations – draft versions had been circulated in advance. Clerk confirmed that these were the regulations as adopted in 2015 although the 2016 amendment in relation to the recording of meetings had been included in the 2019 draft. Cllr Mangan proposed and it was seconded by Cllr Hartas and therefore **RESOLVED:** that the draft 2019 Standing Orders and Financial Regulations be adopted. All agreed.

9. To elect membership of the Staffing/ Personnel Sub-Committee – Cllr Mangan proposed and it was seconded by Cllr Harrison and therefore **RESOLVED:** that Cllr Hartas be Chairman of the Staffing/ Personnel Sub-Committee for 2019/20 and the other members be Cllrs Delves and Cllr Gemmell. All agreed.

10. Review of delegation arrangements to existing committees and sub-committees, to consider the appointment of any new committees and appointment of members to committees:

- 10.1. Hale Parish Council Planning Committee –** it was agreed that the Council had lost a considerable amount of planning expertise when Robert Aitken-Sykes and Bill Templeton did not stand for re-election and therefore Cllr Mangan proposed and it was seconded by Cllr Lavis and therefore **RESOLVED:** that there be no separate HPC Planning committee but applications received be considered in full council. Cllrs Lavis, Mangan or Harrison to lead as appropriate. All agreed. Clerk to investigate planning training for Councillors.
- 10.2. Hale Housing Consulting Group –** it was noted that the Housing Consulting Group had contributed significant time in responding to requests from the Council and were close to producing final output in a number of areas. Cllr Mangan proposed and it was seconded by Cllr Hartas and therefore **RESOLVED:** that the Housing Consulting Group be continued under the existing terms of reference whilst Cllrs engaged with the HCG Chairman to review progress and discuss bringing the work done to a conclusion. Cllr Hartas to find a time for a meeting with the Chairman of HCG, Ian Winson.

11. To review Council representation at outside bodies: Cllr Hartas proposed and it was seconded by Cllr Gemmell and therefore **RESOLVED:** that Cllrs represent HPC on outside bodies as shown below, although any Councillor should step in in the event of unavailability. All agreed.

- 11.1. Hale Village Hall Committee – Cllr Mangan, as trustee
- 11.2. North West Quadrant meetings – Cllrs Hartas and Harrison
- 11.3. New Forest Consultative Panel – Cllr Lavis
- 11.4. Parish Liaison meeting – Cllr Harrison
- 11.5. Western Escarpment Conservation Area Verge Damage Steering Group – Cllr Gemmell
- 11.6. Hale Primary School PTA/ Travel committee – Cllr Harrison
- 11.7. Parish Plan working party – Cllr Hartas
- 11.8. Hants County Council rights of way/ vegetation control – Cllr Gemmell
- 11.9. National Trust Liaison (new role) – Cllrs Mangan and Lavis

12. To approve the Year End Accounts for 2018/19 – this was deferred until the June PC meeting to allow the proper order of approval to include the AGAR return.

13. To consider the following planning application:

Application No: 19/00131

Site: SAUGHTREES, HATCHET GREEN, HALE, FORDINGBRIDGE, SP6 2NB

Proposal: Re-alignment of driveway (AMENDED PLANS & ADDITIONAL INFORMATION)

Observation Date: Wed 8th May 2019 (Extension requested until 16 May 2019)

Case Officer: Liz Young

(Having declared a personal pecuniary interest, Cllr Lavis moved to the public seats for the duration of this item)

The Council recommended PERMISSION, for the reasons listed below:

- Concerns in respect of the original application have been addressed; the applicant has moved the proposed tennis court within the curtilage of the property
- The Council noted the applicant's representations, specifically:
 - there has been planting of new trees, including 16 willows and walnut
 - the original drive will be reinstated as green land
 - discussions were being held to facilitate an alternative access route and negate the need to use the bridleway
- The Council noted comments raised by neighbours about potential damage to the Bridleway caused by vehicle access. This should be addressed by the use of appropriate conditions
 - Restricting vehicle movements to prevent any long-lasting damage and
 - Ensuring any damage will be reinstated by the applicant
- The Tree Officer has reviewed the proposals and has raised no objections to the proposed removal of trees

14. To review and update the Hale Parish Council action plan – it was agreed to defer this to the June meeting on grounds of time.

15. To consider matters relating to the Cemetery including:

- 15.1. **To consider next steps for path update/ volunteer day** – Cllr Mangan advised that a series of volunteer sessions would be arranged to help progress the work on the cemetery paths as set out in the work plan previously discussed. Clerk to notify all those who responded to the Parish questionnaire offering assistance.
- 15.2. **To consider a re-siting request for a memorial (MORGAN)** – the Morgan family had asked the Council to consider the re-siting of a single memorial headstone between two graves. It was noted that a similar application (Majury) had already been approved. Cllr Hartas proposed and it was seconded by Cllr Gemmell and therefore **RESOLVED:** that the request be approved. All agreed.

- 16. Tree Warden Report** – it was agreed to defer this to the June meeting on grounds of time.
- 17. To consider work requests for the Lengthsman's visit 31 May 2019** – Cllr Mangan to coordinate lengthsman with cemetery volunteer day. Clerk to notify lengthsman.
- 18. To receive a report on the Hatchet Green restoration project – car park repairs** – Clerk reported that Earlcote carried out scoped work between 9th April and 18th April to coordinate with school holidays. The work was completed without issue and the surface appears to have compacted as well as could be expected. The cost was £7,500 + VAT (VAT can be reclaimed to reserves).
- 19. To agree next steps for the Hale Parish Plan document** – Cllr Hartas to meet with Sloan Hickman to get an update on Parish Plan progress and understand when an update might be presented to the Parish Council. Clerk to circulate latest version to all Councillors
- 20. To consider next steps for the Affordable Housing project including**
- 20.1. To receive a report from HHCG meeting 30 April 2019** – the Chairman of HHCG reported that the group had met again to further review and refine the 'red lines document', which was close to final form and would be shortly released to the Parish Council. The group had also made comment on the relevant section of the Parish Plan document – in particular that the section should be generic rather than reference any specific vehicle such as Hale Village CLT. the HCG had not attempted to redraft the Parish Plan document. Cllr Hartas thanked all involved in the HCG for their time and hard work.
- 20.2. To receive a update from Hale CLT** – Bill Templeton reported that the Hale Village CLT AGM was to be held on 14th May. The CLT was still awaiting a response to their request to the Parish Council to support an application for funding to continue design ideas. Cllr Mangan noted that the imminent conclusion of the HCG work was an important step and facilitated the Council to move towards a decision. Cllr Hartas expressed a desire for Councillors to meet with the CLT and for new Cllrs to receive the latest version of the CLT business plan. Cllr Hartas to table a potential route map to a decision for discussion at the June Parish Council meeting. Cllr Lavis notified the council that he would be putting forward a motion to re-survey the village.
- 21. To receive reports from other organisation meetings**
- 21.1. **Woodgreen Parish Assembly 30th April 2019** – no attendees
- 21.2. **Village Hall Trustee meeting 9th April 2019** – Cllr Mangan reported that funding was almost complete and work had started on the Village Hall extension. The village hall was to arrange a joint tree survey with HPC from NFDC to minimise costs
- 22. To consider correspondence (1) received before 9th May 2019 and (2) any urgent correspondence received after the agenda was finalised**
- 22.1. 2 Apr; Hampshire Legal Services charging rates wef 1 Apr 2019 – Noted
- 22.2. 4 Apr; New Forest NPA ref NW Quadrant meeting date 3 June 2019 - Noted
- 22.3. 5 Apr; UK Cycling ref event 29 June 2019 - Noted
- 22.4. 17 Apr; Fordingbridge TC ref WW1 memorial unveiling 28 June 2019 - noted
- 22.5. 23 Apr; A parishioner expressing thanks to outgoing council and requesting the Council use the left side of Hatchet Green noticeboard only. Clerk to source new key for board.
- 22.6. 24 Apr; Dave Rayner sitefinding ref textile recycling bank for Scope – Not appropriate; Hale too close to existing facility at Woodfalls – Clerk to write and advise.
- 22.7. 1 May; Verderers invitation to celebration evening 22 May 19 - Cllr Mangan to attend
- 22.8. 3 May; HALC ref VE Day 75 – Clerk to pass details to social committee
- 22.9. 7 May; HALC newsletter May 2019 – Clerk to research planning training options
- 22.10. 9 May; Parishioner expressing thanks and gratitude to the outgoing council – noted

- 23. To receive Clerk/ RFO's report** - all non-urgent business deferred until June
- 23.1. RFO request to set up a regular standing order arrangement to HMRC for Clerk salary PAYE** – Councillors felt this was impractical given the changing reference number and preferred to continue with cheque based payments
- 23.2. To consider interim cheque signatory arrangements** – until new bank signatory mandates can be finalised, existing signatories can be used but two existing councillors must sign cheque stubs as authorisation
- 24. To record the bank balances for April 2019** – Current account £22,042.80 (which includes monies for Car Park repairs £9,000) Savings Account £6,317.22
- 25. To consider the following payments requests:**
- | | <u>£</u> |
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| 14.05.19 Cutting Edge – Apr Cut | 85.00 |
| 14.05.19 Quarterly PAYE due on Clerks salary | 247.20 |
| 14.05.19 HALC affiliation fees 2019/20 | 261.00 |
| 24.05.19 Clerks Salary | 330.17 |
- 26. Any Other Business**
- 26.1.** Cllr Hartas reported that Hale Parish Council had been informally approached to second John Sanger's nomination as the NW representative on the NFNPA (nominated by Woodgreen Parish Council). All agreed; Cllr Hartas to action.
- 27. To note the date of the next meeting at Hale Village Hall Tuesday 4th June 2019 at 7.00pm**

There being no further business to discuss the Meeting closed at 6.25pm

Signed:
Chairman

Date: 4 June 2019

Clerk: Kathy Cleary, 5 Blue Valley Mews, Fordingbridge, Hants, SP6 1FB
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