

SWAY PARISH COUNCIL

Parish Council Meeting

Minutes of the Parish Council Meeting held on Thursday 18th December 2014 at the Jubilee Field Pavilion, Station Road, Sway.

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

Also in attendance: Parish Clerk – Susan Brayley, Sway News, and 6 members of the public.

128/14 Apologies – Cllr Kevin Langford, County Cllr Ken Thornber and PC Transport Representative - John Warden.

129/14 Minutes of the Meeting held on the 27th November 2014 and Matters Arising

- (1) **Minutes** - The minutes of the meeting held on the 27th November 2014 were approved and signed by the Chairman with some minor amendments.
- (2) **Matters Arising** – Rural Broadband it was noted that progress continued, but that mapping was rather tardy, so we wait to see whether the ponies in the open forest north of Sway will actually receive upgraded broadband before some Sway residents.

130/14 Report by County Councillor Ken Thornber

The Chairman read the following report that had been received from Cllr Thornber:-

Dear Chairman I am unable to attend the Parish Council meeting on the 18th December since this clashes with another of my Parish Council meetings, and this particular Council has a pressing problem that I need to report on. I therefore submit this, my report with my apologies and ask this be read to your meeting as my report.

There are two matters of report.

1 I have asked for and it has been included in next quarter's Highways Programme, a survey of large lorries using Pitmore Lane. Recently a 35 tonnes lorry (Six Axles) caused a considerable hold up just south of the cattle grid at the junction with Shirley Holmes Road. Residents will know that there is hardly enough road width to accommodate two cars passing one another, let alone a very large lorry. I hope that we can secure signing at both ends of the Lane to the effect that the Lane is not suitable for very heavy large lorries.

2 The repairs to the railway bridge that is known as Latchmoor Bridge (or by Network Rail as Setley Bridge) and which was the cause of diversions along the C10 last spring as it was repaired, will be recommenced on January 19th next year. Residents will recollect that I objected to a further extension of work to the bridge which would have meant that the main road between Sway and Brockenhurst would have been blocked until summer this year. The Business community and many commuters were very concerned about the diversion of trade from Brockenhurst and the delays at the rail crossing at Brockenhurst. The time scale for this renewed work is completion by mid June. I asked for a one way traffic controlled system under the bridge to allow a flow of traffic on the Sway Road Brockenhurst, during these resumed repairs. Network Rail inform me that for safety reasons they cannot accede to my request. HCC as Highways Authority cannot ignore safety advice of this nature. I hope that residents will bear with us on this and I can confirm that the Contractors will have signs at strategic locations to advise all passing vehicle owners that business will continue as normal during the diversions.

That concludes my report Chairman.

131/14 Clerk's Report -

1. Temporary Road Closure Notice

Flexford Lane, Sway, 19th January 2015 for work by Sembcorp Bournemouth Water.

2. Change to Pavilion Licensed Opening Hours

Application submitted to NFDC, is underway for completion early January.

3. Working together to make Hampshire more resilient.

Feedback received from HALC re meeting held between HCC & Representatives of Town & Parish Councillors. A number of useful contact links provided, Clerk has information if required.

4. Donation from Mrs Blackwell

Mrs Blackwell has made a personal donation to Jubilee Field of £20 as a thank you for permission to hire the hall for her late husband's "wake". This was much appreciated.

5. Information received from HALC re Parish Polls and LGPS Rules - the Clerk has the papers for consultation.

6. Information received from HALC re The Local Council Award Scheme launch by NALC on 6th January 2015. This will supersede the Quality Council Scheme (QCS).

7. NFALC Meeting to be held on Thursday 15th January 2015 at Lymington Town Hall, start time 7.00pm

8. Parish Council Office will be closed from 11.00am Christmas Eve and reopen at 9.00am on Monday 5th January 2015.

132/14 Finance - Accounts to be paid in December 2014

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

	Cost £	Cheque Value £
TalkTalk Business - Office Broadband & Telephone	34.80	<i>dd</i>
E-On Gas & Electricity at Jubilee Field	338.24	
Payroll Solutions	21.60	
Lloyds Bank - Charges Nov	25.81	
New Forest DIS (Grant)	100.00	100.00
The Gardeners Ltd – Grounds' Maintenance - November	509.04	509.04
Loaders Garage - Red Diesel for Tractor	32.35	32.35
Keffen Plant Hire	300.00	300.00
Maintain - JF Maintenance & Bus Shelter Seat	360.00	360.00
Viking - Stationery	58.32	58.32
Sembcorp - Bournemouth Water	215.90	215.90
B.Batchelor (Caretaker)	201.67	201.67
HMRC - Clerk's Tax/NI = Employers NI	89.81	89.81
Clerk's net Salary & Expenses inc Printer Purchase	1389.10	1389.10
Total	3676.64	3676.64

The following were noted:-

Bank Account Balance as @ 28/11/2014 = 58,833.01, plus December Income (inc £75 Cashback on Printer) of 336.54 = 59,169.60.

Less Outstanding November Payments (1,669.55) and December Payment Schedule (3,676.64), Total outgoing 5,346.19.

Estimated Balance as @ 31/12/2014 = 53,823.40.

Cllr Fleet observed that the allotment hedge cut was an excellent job done at a very reasonable cost.

133/14 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 11th December 2014:-

Tree Works - TPO/14/1300 – 25 Stanford Rise – 2 X Oak Trees – Remove.

As were unable to view the tree in question from the road and no plans or photographs had been supplied with the application, it was agreed that the Committee could not make informed comments. However both Cllrs Golby and Dance raised concerns about work being done to a number of mature trees at Stanford Rise. It was agreed to forward these concerns to the Tree Officers.

Planning Applications:- The Committee had recommended approval with comments, but would accept decision of Planning Officer in respect of **14/00905 – Meadow Way, Mill Lane - Single storey extension; 1no. Rooflight** and had recommended refusal with comments in respect of both **14/00909 – Green Croft, Manchester Road – Replacement dwelling and garage; demolition of existing dwelling and outbuildings;** and **14/00948 – Arnewood Court Farm House, Barrows Lane – Two storey extension; roof alterations to facilitate additional second floor accommodation; 3 no. roof lights; detached garage; (demolition of single storey side and rear extensions and garage).**

Cllr Tarling also 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 22nd January 2015, plus an update of decisions from the NFNPA Planning Committee meeting as follows:-

14/00862 - Part parcel OS 0054 & 7740, Great Break Field, North Common Lane, Sway - Granted subject to condition.

14/00817 - Land at Limolands Farm, Vaggs Lane – Refused.

And concluded his report with an update from the Enforcement Officer on the need to specifically mention any landscaping features that should be preserved or added (prompted by 14/00948 – Arnewood Court Farm House, Barrows Lane); and also the following information re Kings Lane Nursery: The NFDC Land Drainage Engineer's report has now been sent to us and he will **not** discharge that condition (so no development may take place) until he is satisfied with an updated Flood Risk Assessment and run-off calculations, proper permeability tests, and details of outflow control devices, flood flow routes, water storage plans and clearer plans (showing all ditches).

134/14 Report from the Amenities Working Group

Cllr Gates reported that quote for supply & fit new taps and safe water temperature valve for the pavilion had been received at £490.

Clerk had been asked to contact Fire Service for advice re maximum number of people that could be accommodated in the hall.

The application for the alteration to the licensing hours had submitted to NFDC Licensing Department. Cycle racks – Price for Concrete Pad and installation £1,460. Purchase 2 x 6 racks = £230, Tamper Proof Bolts to follow. Cllr Cripps asked if three quotes had been obtained, The Chairman advised that the costs would be covered by NFNPA grant.

Caretakers job description to be reviewed as soon as possible.

Following problems over use of the Pavilion notice board it had been agreed that only notices relevant either Jubilee Fields or the Parish Council would be displayed in future.

Only one allotment rent remained unpaid and all the available plots had now been let.

135/14 Review and Approve Budget for 2015/16 –

Copies of the budget documents and accompanying notes were distributed to the Cllrs. Expressing his personal thanks to the Clerk and Cllrs Cripps and Golby for all the work they had put in to its preparation, the Chairman then asked Cllr Golby to present the budget to the Council.

Cllr Golby reported that despite all best efforts to trim the budget items, the final calculations predicted an additional spending requirement of £2,500 versus the 2014/15 budget. Reminding the Council that the Reserves were “perilously” low, Cllr Golby explained this would require an increase to the Precept Request for the year of the full 5% on the last year. Continuing, Cllr Golby advised that there were still a number of fixed term contracts that were proving more costly in the short term and that while Jubilee Fields were a wonderful asset, the pavilion had reached an age where maintenance costs would increase and the whole facility needed to become more self-sufficient. Finally, Cllr Golby observed that in his other role as Chairman of SWAG, increasing the costs to Sway residents was the last thing he wanted to have to invoke, however there was currently no other options available.

Cllr Tarling thanked the FWG for what was the most detailed budget report he had seen. Observing that the £2,500 extra was in fact the estimated cost of the elections and therefore unavoidable, adding that the Civil Parish costs to residents were 3p extra per week on the £30 (Band D), and represented a tiny slither of the breakdown of the total Council Tax costs; Cllr Tarling concluded by stating he thoroughly supported the budget and the increase to Precept.

A member of the public queried the Council Tax information reported; Cllr Tarling explained that the 5% represented an increase to the Parish portion of the annual Council Tax cost of £1.50 per year on the existing cost of £30; and that the overall trend over the past 15 years was represented by a fall in real terms from £40 to £30 per annum per entire Band D household.

Cllr Fleat observed that the Senior FC were already working hard to become self-funding.

Cllr Golby observed the Clerk was working hard to increase the hall hiring and stated that the Senior FC were setting an excellent example to the other Sports Groups.

A member of the public (SFC President) confirmed that the Senior FC would not be asking the Parish Council for any further help this year.

The Chairman observed that Sway Parish Council do a number of things that others do not e.g. The Summer Playscheme.

The SFC President reminded the meeting that the Senior FC did try to carry out a lot of the routine maintenance on the pavilion themselves to save money.

The Chairman endorsed this, adding that the pavilion and grounds could not exist without the goodwill shown by the clubs.

Cllr Cripps reiterated Cllr Golby's comments re the example set by the Senior FC.

Cllr Tarling observed there were no costs budgeted for the tractor – Cllr Golby explained that while the current tractor was not fit for purpose, the Clerk had established that it should be possible to exchange it at no further costs and that was intended to work with the user group to share costs.

Cllr Dance observed there was still a disparity between received and actual costs of rents.

The Chairman reported that the FWG intended to look at the current leases.

The SFC President suggested that "side contracts" be raised rather than paying unnecessary Solicitors costs for renegotiation of the existing ones.

Cllr Golby remarked that with the goodwill of the Sports Clubs, we could move forward.

The Chairman stated that it was necessary to deal with what was available at present.

Cllr Cripps proposed (seconded Cllr Dance) that the budget be agreed. The subsequent vote was unanimously in favour of acceptance.

In conclusion, the Chairman advised that when the NFDC calculated the budget "formula" Sway came out favourably as ticking all the right boxes and that the NFDC budget setting and approval committee meeting was due to take place early January 2015.

136/14 Grant Applications - None

137/14 Correspondence and Any Other Business

No correspondence received

Cllr Golby requested that an update from the MUGA committee be entered as an agenda item for the January meeting. The SFC President advised that application had been submitted to Sport England for funding of £4K2, the costs should be more than covered by the funding from Sport England and the Parish Council leaving reasonable reserves for ongoing maintenance.

The Chairman stated that an update was required to verify the Parish Council commitment.

Cllr Tarling reported that the money described as Parish Council did not appear on the budget as it was part of Developers' Contributions held by the NFNPA, but agreed the Council needed to be brought up to speed with the process.

Youth Centre - Cllr Fleat reported that due to a number of issues, including acrimonious emails, Ken Wilson had resigned as Chairman and so had the bookings secretary, so was without both key posts. The Chairman thanked Cllr Fleat for reporting the situation. Cllr Fleat advised he would be visiting Mr Wilson to see if he could be persuaded to reconsider.

New Cricket Pavilion – John Bailey, representative of both the Cricket and Junior Football clubs gave a short presentation on the background to the necessity of building a new pavilion, advised that

architects (R.Elliot Associates) had been appointed and produced a first draft of plans and that as a key requirement was to link the new pavilion to the main drains and sewer system, it was important to get on with the process as the route to the drains connection was across site designated for the MUGA. The development of the new pavilion was to be in three separate phases – drainage, completing the shell of the building and then finally the fitting out of the interior. Explaining that the (hopefully) imminent construction of the MUGA required that the drainage phase be concluded prior to this, Mr Bailey formally requested that the Parish Council as owners of the site, agree to submit the planning application, hopefully in January, the costs of which would be fully refunded by the two clubs. The Chairman thanked Mr Bailey for bringing the Council up to speed, but advised that whilst understanding the necessity to act quickly the residents of Sway needed to be given the opportunity to give their views. Requesting that this be an Agenda item for discussion in January he asked for copies of the plans to be posted on the notice boards with the Agenda. The Chairman also expressed his intention to meet with Richard Elliot for advice as to the best way to take forward. However considered it to be good news.

138/14 Dates of Future Meetings

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

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 8.40pm, then invited the Cllrs and members of the public to attend a small informal Christmas celebration.

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Chairman