

SWAY PARISH COUNCIL

Parish Council Meeting

**Minutes of the Parish Council Meeting held on Thursday 22nd October 2015
at the Jubilee Field Pavilion, Station Road, Sway.**

Present

Councillor Name		Councillor Name	
Barry Rickman (Chair)	P	Anita Gresham - Hale	P
David Golby (Vice Chair)		Hugh Marchant	P
Kevin Cripps	P	Alex Pepper	P
Peter Dance	P	Melanie Seacombe	P
Ted Fleat		Stephen Tarling	P
		Graham Turner	P

P = Present

Also in attendance - Parish Clerk – Mrs Susan Brayley, County Cllr Ken Thornber, PC Transport Representative - John Warden, CSW Representative – Len Thomas; PCSO Stuart Redhead; 1 member of the press and 9 members of the public.

PC 15/66 Apologies. - Cllrs Golby and Fleat

The Chair then continued the meeting by thanking the Cllrs who had attended the Hampshire and I.O.W. Village of the Year Awards at Bembridge, I.O.W. where Sway had been awarded third place. The Chair extended his thanks to Sway itself and also Cllr Gresham-Hale for putting the entry together.

The Chair also advised that Sway Parish Council had been runners up in the Economic Category due to continued efforts to get good return for the public from the amount of precept received.

Cllr Cripps then reported that this was not the only award received that evening, as the Chair had received a Lifetime Achievement Award recognising his Thirty Seven years' service as a Sway Parish Cllr. Cllr Cripps then invited all attendees to congratulate the Chair on his well-deserved award.

PC 15/67 Minutes of the Meeting held on the 24th September 2015 and Matters Arising. – The minutes of the meeting were agreed with minor amendments and signed. There were no matters arising. *Resolved*

PC 15/68 Report by County Councillor Ken Thornber.

Cllr Thornber gave a brief report on the HCC Highways strategy with respect to the New Forest Area and was pleased to report the Sway Road bridge work had been completed on time and on budget.

CANGO – Cllr Thornber reported that Lymington & Pennington Town Council were still discussing the subject, but reassured the meeting that this in no way jeopardised the existing partnership between Sway PC; New Milton TC and Hordle PC and that the three County Cllrs concerned had agreed to underwrite the flexible service by lump sum payments for the next two and a half years that would guarantee funding for this period. Cllr Thornber also raised the principle of setting up a governance committee for the partnership to review its operation on a regular basis, suggesting a membership of an elected representative from each Council, a Clerk, a County Cllr. plus co-option of the CANGO Users Forum Chair, John Warden.

Cllr Thornber then gave a report on items 4.ii (To explore further options that might lead to a reduction in vehicle speeds within parish boundaries), and 4.i (School run parking and Construction Traffic issues on Westbeams Road / Church Lane), on the Agenda, advising that the 20mph rural areas speed limit pilot project had been completed by the County Council and the findings were now under review; That an online HGV routing and advice system, Hampshire Freight Gateway website had been rolled out to assist HGV travel across the County and finally having received a letter from a resident of Westbeams Road requesting that non-residential parking be banned in the area of the school whilst construction work was in progress. Cllr Thornber explained that this was not possible for a number of reasons, not least, the lengthy consultation process that such a traffic order would entail.

Cllr Marchant observed that the whole of Coombe Lane was to be resurfaced, Cllr Dance queried the “pinch points” on the Wilverley to Brockenhurst road, Cllr Thornber advised the intention was to remove the three extra put in as part of the traffic calming measures on the road and that give way signs would be added to those remaining.

PC 15/69 To Discuss Road Sway Safety Concerns as follows and Agree Parish Council Actions

i. School run parking and Construction Traffic issues on Westbeams Road / Church Lane.

Cllr Tarling gave a report on the background to the item, explaining that the issue had been discussed by the Council and Planning & Transport Committee on numerous occasions.

PCSO Redhead gave a report on the actions taken by the Police, including liaison with the construction site, the residents and attempts to work with St Luke’s School, who are not inclined to take any ownership of the problem unlike the other Schools in the area at Hordle and Tiptoe. PCSO Redhead advised that the construction site was helping by arranging deliveries outside of School transport times, Cllr Turner advised that St Luke’s were looking to set up a “Forest School” with earlier start and later finish times which would complicate the matter. PCSO Redhead completed by advising most parking issues were the responsibility of the District Council and not the Police and was thanked for his attendance by the Chair.

Cllr Thornber undertook to review with the HCC Director of Children’s Services and it was suggested that was also taken up with the Education Committee.

Cllr Turner raised the issue of a vacancy for a Local Authority Governor at St Luke’s School. Cllr Thornber advised this required his nomination and support and he would investigate with the Chair of the Governors.

ii. To explore further options that might lead to a reduction in vehicle speeds within parish boundaries.

Cllr Cripps reported that despite the speed limits and the work done by the CSW volunteers, speeds were increasing through the village and surrounding areas and any ideas to sensibly reduce the problem were welcome, Cllr Marchant endorsed Cllr Cripps report, advising speed limits should be appropriate to the road used and reported on the effectiveness of the “flashing” speed indicator devices in use around the area. Cllr Thornber reported he had bought a SID some years ago using his members budget which was allocated to Beaulieu, East Boldre and Boldre and was no longer used. He said he will check where that SID is. The Chair also observed we might consider purchasing one when looking into budget for next year.

iii. To request Hampshire County Council take action to alert HGV drivers of the unsuitability of Kings Lane and other small lanes in the vicinity.

Cllr Marchant gave a brief report on the devastation caused in Kings Lane by a very large lorry getting stuck, welcoming the online HGV mapping system described by Cllr Thornber he asked if further signage would reinforce the difficulties. Cllr Marchant also enquired if Quiet Lane Status would help and Cllr Thornber advised that the County Council do not have a great deal of power to ban large lorries, which was a lengthy process of 2 years plus, the main consultees being the businesses they served. Cllr Thornber will investigate whether we could have some vertical signs and if we want to resurrect quiet lanes we can.

PC 15/70 Correspondence and Clerk’s Report

Correspondence

1. Complaint received from a neighbouring resident re bonfires at the Allotments, the Clerk has apologised to the resident and passed to the Allotment Association committee, who have advised will be speaking to the offenders to remind them of their obligations.

Clerks Report

1. Remembrance Sunday – The Parish Council have applied for and received approval of a temporary road closure of the B3055 at the Cattle Grid adjacent to the War Memorial. The Closure will be in place from 10.30 am – 12.00 noon (max), with diversions routed round Back Lane during this time.
2. The Clerk has been asked to remind Cllrs of the Remembrance Sunday service at St Luke’s Parish Church and ask for numbers of those who would be able to attend. The Chair, 5 Cllrs and the Clerk would attend
3. Reminder that Sway is hosting the HALC “The Knowledge & Core Skills” training event on Tuesday 3rd November from 18.00 – 20.00 hours. As Cllrs from neighbouring Parish Councils will also be

attending, can Sway Cllrs please advise attendance to the Clerk so that she can confirm numbers with HALC.

4. Sway War Memorial – Clerk has received confirmation from the War Memorials Trust, that having studied the Sway Parish Council Pre – Application Form, they believe refurbishment project proposed would eligible for assistance from the War Memorials Trust Grants Scheme.
5. The NFDC has advised that as part of operation resilience, HCC have requested temporary road closures as below in order to carry out carriageway repairs and surface dressing works. On the following Sway roads:-
Back Ln between its jn with Durnstown and its jn with Pitmore Ln.
Barrows Ln between its jn with Arnewood Bridge Rd and its jn with Silver St.
Coombe Ln between its jn with Pitmore Ln and its jn with South Sway Ln.
Mead End Rd between its jn with Brighton Rd and its jn with Middle Rd. Alt route via Station Rd, B3055 and Lower Mead End Rd.
Although the works are not yet programmed, the Traffic Regulation Order will come into effect on 23rd November 2015 and the works will be carried out over the following 18 months.
It is anticipated that the closures will be required for no longer than 2 days at each location and HCC will provide information boards on site to give advance notice to road users of the closure dates.
6. Confirmation has now been received from the NFDC Electoral Services Dept. that they have not received requests from ten electors for an election to take place, to fill the vacancy on the Council as a result of a Cllr resignation. Cllr Marchant asked when the co-option process would be started, The Chair advised that as only one resident, Len Thomas, had expressed interest in filling the Vacancy, the Chair proposed that Mr Thomas be co-opted to the Council. This was proposed by Cllr Cripps (Seconded Cllr Dance) and unanimously agreed.
7. Cllr Golby has advised that having approached the Practice on behalf of SPC re the feasibility of positioning a second Defibrillator on their Sway Surgery building they have requested the discussion be postponed until after the surgery building works have been completed.
Cllr Golby has kindly undertaken to re-visit this in the New Year, when the Surgery is reopened
8. Family Trees Event 28th November 2015 - Advice received from the NFNPA that the event from will be split into two sessions:- 10.00am – 12.00pm and 2.00pm – 4.00pm.
Sway Tennis Club will be running refreshments for the morning session and Sway Senior Football Club for the afternoon session.
All Clubs have been very accommodating arranging away matches and training so that the Car Park and area will be freely available to our Visitors – Cllr attendees/ assistance will be gratefully received by both the Clerk and Cllr Seacombe.
9. The Clerk has emailed the Sway “list” to the Lengthsman and waiting for confirmation of dates he will start work. He will clear any similar items he comes across when visiting the areas identified.
10. The Clerk has approached one of the Village Estate Agents re the possibility of sponsorship of the “Road Closure” signs for Remembrance Sunday. They have offered to not only cover this year’s costs, but also those for future years.
11. Advice received from HCC Highways of roadworks at Gordleton Mill from 23rd Nov for three weeks.
12. The Parish Council Office will be closed on Monday/Tuesday 26th/27th October and Thursday 19th November. The Chairman will cover Parish Council Issues and the Caretaker Jubilee Field Pavilion in the Clerk’s absence.

PC 15/71 Finance:–

i. Receive and agree Payment Schedule for October 2015

The schedule having been circulated prior to the meeting and there being no queries raised, Cllr Cripps (Seconded Cllr Tarling) proposed agreement, the schedule was unanimously agreed. *Resolved.*

ii. To discuss and agree reimbursement of Ferry costs for Cllrs specifically attending Hampshire & IOW Village of the Year Awards.

Cllr Cripps observed that where usually Cllrs were not reimbursed for travel expenses, and the travel grant of £40.00 received from HALC did not cover the ferry costs incurred by even one of the cars transporting the Cllrs to the awards and that it was unfair to expect individuals to pick up the costs. Cllr Cripps proposed (Seconded Cllr Tarling) that the ferry costs for the two Cllrs concerned be reimbursed in this instance and this was unanimously agreed.

Receive Report from Finance Working Party

Cllr Cripps advised the FWP had not met, but that the Second Quarter Budget figures had been circulated, the Council's finances appeared to be in good health and on target and the Clerk was to be congratulated for all her hard work.

The Chair advised that as the Clerk had now been in the position for a year, it was a good time to review the Clerks currently allotted hours.

PC 15/72 Receive Reports from Committees and Working Parties

i. Planning and Transport Committee

Cllr Tarling gave a summary of the P&TC meeting to the Council. Cllr Tarling then reported the following items as having been resolved since the P&TC Meeting:-

Cllr Seacombe represented the Parish Council at the NFNPA PDDC Meeting re the planning application for the fence at Heathey Lodge. PDDC Decision – Grant (*"In light of the Enforcement Notice, in the alternative, requiring the fencing to also be reduced, it is thus appropriate to remedy the harm by reducing the fence to 1.5 metres within this timeframe. This has been agreed with the applicant and accords with the principles of policies DP1 and CP8 of the New Forest National Park Core Strategy and Development Management Policies (DPD) (December 2010)"*)

Planning Application - Fyre Stycken, Mount Pleasant Lane SO41 8LS - Replacement kennels; associated parking – NFNPA Decision - Refused (*Harmful and urbanising impact, no environmental benefits, increased activity, not small scale. Highways site access not good enough for safety and increased traffic.*)

And completed his report with the following items of note:-

Outcome of the two Hazelhurst Farm applications still outstanding, all other older applications have been decided.

The Clerk has submitted Sway Parish Council's response to the NFNPA Local Plan Review initial 'call for views' and receipt has been acknowledged. Thanks to all Councillors who contributed to this.

15/00678 - Boundway Gate, Boundway Hill (where the applicants were advised to withdraw and re-submit).

The Clerk followed up and when we last heard earlier today the applicants have not yet amended their application satisfactorily or withdrawn it.

Appeals: no change notified

Planning Development Control Committee: Most outcomes as officers' recommendations, but one giant 2-storey garage with double-skin walls and stairs inside was refused, and one garden-grabbing extremely tight new dwelling proposal was refused – both against the officers' recommendations, but where, given the conditions suggested and their report, it was clear that both were difficult decisions. One more appeal win – where the inspector recognised the Sandford Principle; and two injunctive actions proposed (on the most egregious, flagrant and long-standing contraventions).

ii. Amenities Working Party

Cllr Pepper gave a summary of the October meeting highlighting the following items:

- a. **Review of Proposal for Tennis Club Room** – The Tennis Club Chairman gave a presentation of the proposals they would like considered. After much discussion concerning all the JF Sports Clubs requirements should the funding from the sale of the Social Club site be utilised at the JF site, it was suggested that the Tennis Club research funding and support from the LTA for their club room and that this was then brought forward to the Council at a later date. This solution was proposed by Cllr Turner (seconded Cllr Tarling), and unanimously agreed.

- b. **Review S.106 Public Consultation Briefing Document**

Cllr Seacombe took the Cllrs through the background to the previously circulated document identifying the proposed consultation process including the press release, that if agreed by Council would be included in the next issue of Sway News as well as on the web. This led to a tangential but extensive discussion of social media, authorship thereof, and the role of people as both Parish Councillors and as individuals. Opinions were divided. However when Cllr. Cripps suggested that Sway Parish Council should engage with social media – particularly on facebook and twitter, councillors were in agreement. The Chair thanked Cllr Seacombe on behalf of the Council for all her hard work on the S.106 Consultation to date.

Cllr Pepper (seconded Cllr Marchant) proposed agreement to the consultation process and that the press release be published in the next edition of Sway News and this was unanimously agreed.

Resolved

c. Cllr Presence at Family Trees Planting Event 28th Nov 2015

Cllr Seacombe outlined the finalised programme for the Family Trees Event and reminded Cllrs this was a great opportunity to engage with the Public both from Sway and outside of the Parish. A number of Cllrs volunteered to attend the sessions and “assist” with the planting.

PC 15/73 To Discuss and Agree Budget for S.106 Public Consultation Process

Cllr Pepper advised this was to seek approval of for a budget of a maximum of £500 to cover the costs of advertising and legally required consultation procedures. Cllr Cripps reported he had discussed this with the Chair and the Clerk and had identified an area in the budget that could accommodate the costs.

A budget of £500 was proposed by Cllr Cripps (seconded Cllr Gresham-Hale) and unanimously agreed.

Resolved

PC 15/74 Review Senior FC Proposal for Locked Alcohol Store

The Clerk presented the specification for the cabinet, as provided by the Chairman of the Senior Football Club. Cllr Gresham-Hale asked for clarification on position and having asked the Clerk to clarify if the Council’s Insurers had raised any objections, Cllr Cripps reminded Council of the SFC’s financial assistance to the Council. Cllr Tarling asked if any spirits would be stored and was assured under no circumstances would spirits be kept on site. Agreement was proposed by Cllr Cripps (seconded Cllr Dance); vote was as follows:- 7 in favour: 1 Against: 1 Abstention

Resolved

PC 15/75 Agree Contractor for Tree Works at Jubilee Field / Stanford Rise as per Corporate Tree Officer Report.

The analysis of the three quotations for the work obtained by the Clerk was circulated, Cllr Seacombe proposed that having gone through the details with the Clerk, the Contract be awarded to the local (and most competitively priced) Tree Surgeon, John Shutler Tree Services. This was seconded by Cllr Tarling and unanimously agreed by the members

Resolved

PC 15/76 Any Other Business

Cllr Marchant raised the issue of the Communications Working Party, reminding Council that no formal decision had been made in the previous meeting and requested that as the Council was back up to full quota, it be discussed as an agenda item in the next meeting. This was formally proposed by Cllr Marchant (seconded Cllr Cripps) and unanimously agreed.

Cllr Marchant also asked if the minutes could be produced earlier and the Clerk advised that these were getting displaced by other priorities in the time she had available. The Chair advised that he been promising a review of the Clerk’s time and workload in November, having completed a year’s cycle and understanding what the role required. Cllr Cripps stated that it was a two way process and that Cllrs could help in reducing the Clerk’s very heavy workload.

Cllr Marchant also reported that according to a number of users, the CANGO booking service was running extremely well. This was endorsed by the Transport Representative, who advised that HCC were severely behind in producing the new timetables.

Cllr Tarling advised having attended training in the new GIS system with the Clerk and was pleased to report was a vast improvement. Had attended the NFNPA Quadrant meeting with Cllr Marchant and the HALC AGM with Cllr Gresham-Hale.

A member of the public reported that the “elderly people” road sign on Birchy Hill had been turned round.

A member of the public raised the issue of St Luke’s starting up a pre-school and that this would have a significant effect on the two existing Sway Pre-Schools with a knock on effect to the income of both the Village Hall and the Youth Centre as a result of this. A number of the Cllrs endorsed the views of the member of the public and all were against the proposal for reasons of safety as well as economics.

Cllr Seacombe requested that all attendees went on to Survey Monkey the next day to give their suggestions for the S.106 funding.

PC 15/77 To Confirm Date of Next Meeting. This was confirmed as 26th November 2015

There being no further business, the Chairman closed the meeting at 9.45 pm

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Chairman

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Date