



Minutes of the Meeting of the Council held on Thursday 28th March 2019, at the Jubilee Field Pavilion

Present:

Cllr Stephen Tarling, Chairman	Cllr Kevin Cripps, Vice Chairman
Cllr Alex Pepper	Cllr Ted Fleat
Cllr David Golby	Cllr Hugh Marchant
Cllr Len Thomas	Cllr John Warden
Cllr Melanie Seacombe	Cllr Peter Dance
Cllr Graham Turner	Katie Walding, Clerk & RFO

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

The meeting started at 7:30pm with a welcome from the Chairman and a reminder that the meeting will be recorded.

19/042. Apologies

Received from Cllr Keith Mans (HCC) and Cllr Rickman.

19/043. Declarations of Interest

None offered.

19/044. Minutes of the previous Meeting

Draft minutes of the meeting held on 28th February 2019 had been previously circulated and published. Members who had been present at that meeting unanimously approved the minutes as an accurate record and they were signed by the Chairman.

19/045. Chairman's Report

- With reference to agenda item 9(e): due to the lack of three quotations, the large sum of money involved and some questions around the specification, the Chairman recommended deferring this agenda item, with the Clerk's agreement.
- The new shed was starting to be used, and Cllr Tarling noted that the skip was also filling. This was a good start towards the clearing of Changing Room 2 and its future role as a female changing facility for the Pavilion.
- At the NFNPA Full Authority meeting earlier the same day there were a number of points worthy of note:
 - their Annual Building Awards were presented, showing that excellent development is possible in the New Forest
 - the Local Plan was progressing, and was currently awaiting a report from the Inspectors
 - some positive comments were made supporting affordable housing
 - the Wild Play installation at Stanford Rise Green was mentioned favourably in the CEO's report (thanks again to Cllr Seacombe for leading that project)
 - communications with the Forestry Commission from Parish Councils was encouraged via the quadrant meetings
 - a draft Professional Dog Walkers' Charter was debated, with some concern noted at the increasing use of the Forest by commercial entities. The Charter was ultimately approved



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- Cllr Keith Mans pointed out some sources of funding to the NFNPA and as he was always very considerate towards Sway, Cllr Tarling hoped he would signpost any opportunities to the Parish Council in the same way
- Cllr Tarling requested that the public information regarding the Post Office consultation, which was published by them online, should be added as a link to the website. He suggested that perhaps the Planning and Transport Committee might like to draft a response. He went on to note that there were many social media comments regarding the proposed three convenience stores in Sway – but clarified that this is not really in the remit of the Council. Finally he wanted to note specific thanks to Janet Kirk for all her years of service and her contribution to the village, and thanks also to the staff.
- Following their most recent meeting, the Sway Junior PC were now Commoning Ambassadors, and continued their crusade against litter and dog poo. They were planning a presentation at the Annual Parish Assembly, and also considering an entry in the film competition <https://filmfreeway.com/spudFILM>
- The Sway Spring Clean took place in perfect weather conditions, and included some excellent finds including a £5 note, and the (silent soldier) Tommy's head! There was good coverage of the roads around the parish; thanks to Cllr Pepper and the Clerk for managing the event.
- The Annual Parish Assembly would take place on Thursday 4th April at 7:30pm, offering residents a chance to connect with and celebrate all things 'Sway'. Featuring: a guest speaker, Dr Tony Hockley, the Chair of the New Forest Commoners' Association; the presentation of Parish Council Awards; and complimentary drinks and nibbles from local producers. All residents were invited and the Chairman looked forward to seeing all the members there.

19/046. County Council Report

Cllr Mans was unable to attend.

19/047. District Council Report

Cllr Rickman was unable to attend.

19/048. Clerk's Report and Correspondence

- The Sway Spring Clean event had gone well, with approximately 30 pickers throughout the morning. The Clerk gave thanks to NFDC for supporting it with provision of equipment and swift removal of the pickings
- A Road Closure notice for the Carnival Procession on Saturday 6th July from 5pm to 6.30pm had been issued, to cover C75 Station Road, Sway between its junction with B3055 Arnewood Bridge Road/Birchy Hill and its junction with C75 Brighton Road/Mead End Road; and Middle Road, Sway between its junction with C75 Station Road and its junction with Stanford Rise
- Simon Curtis from the Sway Bowmen wrote to officially thank members for the grant awarded last month to their fund for the new clubhouse
- SWAG have copied a letter written to the Cllr Warden as Chair of the Cango Users' Forum to offer financial support going forwards for the service
- In regard to the closure of the Sway Post Office – the Clerk had published



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information across social media channels regarding the process of consultation from the Post Office. The Junior Parish Council had already written to strongly recommend that a new Post Office is needed in Sway due to its importance to residents.

- The Clerk noted that a leaflet had been published with details of public transport and other local Post Offices' opening hours and locations.

ACTION: The Clerk to investigate sharing the leaflet content online.

ACTION: The Clerk to issue a Press Release to A&T with the content of the Junior PC letter to the Post Office.

19/049 Stanford Rise Green Opening Event

Following the last-minute cancellation of the planned event on 16th March due to the inclement weather, a new date had now been secured for Saturday 6th July, as part of the Carnival week festivities around Sway. The 2-4pm slot would fit nicely before the congregation of the procession participants at 5pm. All those contributors to the original event had been re-confirmed for the new date. With the new Council in session by then, those members who had stood down would be invited as guests of the new Council.

19/050. Finance

a) Payment Schedule for March 2019

This had been published and circulated previously.

DECISION: Cllr Cripps proposed and Cllr Marchant seconded that the Payment Schedule for March be approved, and members unanimously agreed.

b) Bank Reconciliation for February 2019

This had been published and circulated previously.

DECISION: Cllr Cripps proposed and Cllr Pepper seconded that the Bank Reconciliation for February be approved, and members unanimously agreed.

c) Payroll Service

Following notice of an increase to the cost of the existing service, the FWG and Clerk were recommending that an alternative (and much more cost effective) local service be contracted to run the payroll, as per the note from the Clerk.

DECISION: Cllr Cripps proposed, and Cllr Seacombe seconded that the payroll service be moved to CBK Ltd at £125 per annum (a saving of over £300). This was approved unanimously.

d) Projector and Screen

The Clerk had prepared a note and recommendations following the request to research and identify a suitable projector and screen for using (particularly) in planning meetings now that NFNPA had ceased to provide paper plans.



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After some debate it was agreed that the Clerk should investigate other options.

ACTION: The Clerk to research alternative venues which can offer facilities (the Village Hall, the Church Rooms), ceiling mounted projection, display screen projection and LED options.

e) Jubilee Field Pavilion Plumbing –

Deferred as per the Chairman and Clerk's recommendation.

19/051. Open Spaces and Facilities

a) Tree works

The Clerk had circulated a note with a recommendation to revoke the contract awarded, a following her difficulties in engaging the services of the originally selected contractor who had let her down and not completed any of the tree work in the stipulated time frame.

DECISION: Cllr Cripps proposed, and Cllr Marchant seconded, the proposal to notify Contractor A that the contract was being withdrawn, and to work with Contractor B to ensure the high priority trees were surveyed and – if possible – attended to as a matter of priority. This was approved unanimously.

b) Cricket Club

Cllr Cripps noted that he would have preferred to see the proposed amendments to the licence prior to an application being submitted. The proposed changes were duly noted.

19/052. Planning and Transport Committee (PaTC)

a) Committee Meeting 14th March

Draft minutes of the meeting had been published for some time. Cllr Marchant thanked the NFNPA Tree Officer, Nik Gruber, for attending the meeting and for confirming that the Jubilee Oak would not be getting a TPO despite scoring perfectly in the national guidance criteria!

He noted that the works to Manchester Rd had been carried out finally, nearly a week after the date suggested by the notices. Members noted the large amount of dust still being generated.

Planning applications decided since the last meeting:

(STC: subject to conditions)

- 19/00059 Beverleigh, Middle Rd, Tiptoe – Granted STC
- 19/00032 Hazelhurst Farm, Flexford Lane – Refused (Sway agreed)
- 19/00103 1 Tebourba Cottages, - Granted STC
- 19/00094 Forest Nook, Pitmore Lane – Granted STC
- 18/00931 Cherries, Crabbswood Lane – Refused (Sway agreed)



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Ongoing Appeals:

- Land to the Rear of 1&2 Shelley's Cottages, Manchester Road – still awaited
- The Silver Hind – the PaTC had prepared a response for submission by 5th April

Cllr Marchant noted that the NFNPA Planning Committee had approved the latest Hatch Motors application, by just 5 votes to 4 against. He offered his deep appreciation for the engagement of Sway residents and in particular the Development Group and their spokesperson Karen Marshall – the group had used their own funds to engage a highways consultant. He noted that Cllr Tarling gave a detailed and eloquent presentation and that Cllr Rickman gave his sincere and emphatic support at the Committee meeting. Now that the matter was settled, Cllr Marchant encouraged the Council and Sway residents to encourage the developers to mitigate the worst aspects of their plans, specifically in regard to pedestrian safety on the site. He noted that the Conditions (alongside the permission) have yet to be published.

b) Transport Matters

Community SpeedWatch Speed Indicating Device and the Vehicle Activated Speed Limit Reminder (aka SID and VERA respectively)

- Community SpeedWatch and SID had recorded 66 vehicles in their recent activities.
- Approval was still awaited for the new 40mph locations, but would ideally need more volunteers to help cover those locations once granted.
- VERA had been relocated that afternoon to Birchy Hill. So far 75,276 speeding vehicles (over 35mph) had been recorded by VERA since the project had commenced.

Other Matters

The Wiggle Cycle Event would take place on Saturday 30th March. Following numerous communications with the organiser, it was agreed that they would adjust routes to miss Sway, but Cllr Marchant noted that all publicity still shows the existing route via Station Road, Church Lane and onto the B3055 at Durnstown, so it remained to be seen how many cyclists still followed the original route through the village.

Cllr Marchant noted that the next meeting of the PaTC would be Thursday 11th April, just before the 13th/14th April mass cycling event, run by UK Cycling Events who previously ran the Wiggle events.

Cllr Cripps asked if there had been any consideration of the comment by Edward Heron in regard to making a presentment to the Verderers Court, and the Clerk confirmed that she would be bringing forward to the PaTC at its next meeting.

19/053. Governance

- a) **Risk Management Scheme** – as noted in the previous meeting minutes, this was brought forward for adoption before the financial year end.



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DECISION: Following a proposal by Cllr Tarling which was seconded by Cllr Cripps the Risk Management Scheme was unanimously noted and adopted.

- b) **Audio/Visual Recording Policy** – after a brief discussion and clarification on the preferred terminology, it was agreed that throughout Council policies the word ‘Chair’ would be used.

DECISION: Subject to the change in terminology as above, Cllr Golby proposed and Cllr Marchant seconded that the Audio/Visual Recording Policy be adopted and this was unanimously approved.

- c) **Co-option Policy** – This had been brought forward for formal adoption after it had been previously considered by the Council in 2017.

DECISION: Subject to the same change in terminology, Cllr Tarling proposed and Cllr Warden seconded the adoption of the Co-option Policy and this was unanimously approved.

19/054. Sway Village Hall

- Cllr Turner confirmed that the AGM was held with a full committee. He noted that Juliet James had retired as booking clerk after 35 years. Work was progressing with the installation of a stair lift following generous donations from SWAG and SRISF. It was hoped the work would be completed in four weeks, providing upstairs access for those unable to use the stairs.
- It was noted that the Cinema was now 6 months old!
- Cllr Thomas noted that currently there was a rubbish bin outside the Village Hall, positioned right next to the bench. He queried if it might be re-located by the dog-waste bin, further away from the seat. The Clerk confirmed that relocation could probably be agreed with NFDC (but not done by them). However, replacing the bin with a newer, wooden style bin would also need to be funded as NFDC had no budget for this. She noted that included on the payment schedule was the Council’s own payment of £499 for a new wooden bin for Stanford Rise Green to replace the small plastic one currently on the site.

19/055. Youth Centre

a) Funding request

Some discussion covered the options available, the choice of location and the type of table proposed. After some debate, it was agreed that if the quotes to the Council were the same as, or less than, those already provided by the Youth Centre (Quotes A and D), then the project was to go ahead.

DECISION: Cllr Turner proposed, and Cllr Golby seconded the proposal that, subject to the Clerk obtaining quotes for the same specification of safer surface and table tennis table which were the same cost as (or less than) the currently proposed total of £3133.83, the Clerk was authorised to confirm the installation of both items at the Sway Youth Centre, and to add the new



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items to the asset register and the insurance inventory as appropriate. The motion was approved by a majority of 10, with 1 abstention.

19/056. Other matters for discussion

Cllr Turner – asked the Clerk to chase up the question about the Brighton Road pavement with Cllr Mans

19/057. Items for the Next Agenda

Cllr Tarling noted that some planning applications would have to be carried forward to the next full meeting of the Council – in April – due to the elections and new session of the Council causing a delay to the May meeting of the PaTC, and the subsequent risk of missing the consultation dates of some applications.

19/058. Date of Next Meeting

The Chairman confirmed the next meeting would be on Thursday 25th April 2019.

With no further business, the meeting closed at 20:52 pm.

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