



BREAMORE PARISH COUNCIL

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Minutes of the Parish Council Meeting of BREAMORE PARISH COUNCIL Held in Hulse Hall on Monday 2nd July 2018 at 7.30pm

PRESENT: Cllr Lynne Aggas in the Chair, Cllrs Michael Hulse, Peter Turner and Anthony Swift with Vicky Eden (Clerk), County Cllr Edward Heron (left after item 18.88 (9pm)) and 2 members of the public (left after item 18.87 (8.30pm)) in attendance.

18.81 Attendance Register: Completed by those present

18.82 Apologies for Absence: Apologies were received and accepted from Cllrs Hilary Bowen, Simon Cain and Paul Harling

18.83 Declarations of interest: No declarations of interest were declared. Cllrs are reminded to advise Clerk of any changes in circumstances that may require a new Declaration of Interest form being completed.

18.84 Minutes of previous meetings on 21/05/2018 and 11/06/2018: Following a review of the minutes, amendments were made by hand to 18.80 on the minutes dated 11/06/2018 to record that it was agreed that the Parish Council Chairman and Clerk were to arrange an informal meeting with the Chairman of Hulse Hall Management Committee to discuss why the parish council were looking into the constitutional relationship between the two organisations. It was then unanimously **RESOLVED** that both these sets of minutes be accepted as an accurate record and were duly signed by the Chairman.

18.85 Matters arising from previous minutes not appearing as agenda items:

1. Parish Council email addresses – Email addresses now set up by Hampshire County Council. 2 councillors are now using new addresses, others to complete in due course.
2. Protocol in the end of a death of a senior royal - Condolence book to be delivered to Clerk by NFDC on 3rd July 2018
3. Hulse Hall Management Committee - The Clerk advised that she had now received preliminary legal advice both from Hampshire Legal Services (via Hampshire Association of Local Councils (HALC)) and the Community Buildings and Enterprise Officer at Action Hampshire in relation to the constitutional relationship between Breamore Parish Council and Hulse Hall Management Committee as reflected in the minutes of the meeting on 11th June 2018 (18.80). To date, there has been no charge for this advice, which has been forwarded to all parish councillors, together with copies of original conveyancing documentation. The current situation is very complicated (although advice to date has been that individual parish councillors are trustees of the charity and responsible for the overall management of Hulse Hall and its future direction; the day-to-day operational management of the village hall being the responsibility of the Hulse Hall Management Committee). Hampshire Legal Services would have to undertake further research to clearly ascertain current situation, which would also assist Breamore Parish Council in establishing a modern governance structure (meeting all Charity Commission regulations) going forwards. In doing this, external funding for the maintenance of Hulse Hall may be easier to achieve. This further legal advice from Hampshire Legal Services would cost £500.

The Chairman also confirmed that a meeting was currently being arranged with the Chairman of Hulse Hall Management Committee to discuss the matter.

Following discussion, it was agreed that the current situation required clarification, and that further advice was required to ascertain the existing constitutional relationship between Breamore Parish Council and Hulse Hall Management Committee and whether a modern governance structure should be implemented. The members **RESOLVED** to preauthorise a budget of £500 for further legal advice and Clerk is to contact Hampshire Legal Services accordingly.

The Clerk is also to contact a member of Sandleheath Village Hall Charitable Incorporated Organisation (CIO) Committee so that they can share their experience of setting up such an organisation with Breamore Parish Council

18.86 Public Participation Session: A resident detailed their concern that footpath 035/18/2 was no longer accessible due to the recent erection of a fence and overgrown vegetation. Photos were forwarded to County Cllr Heron who will liaise with the Countryside Access Team accordingly. It was also suggested that footpaths within the village should be rotated on the Cutting List on an annual basis and members will consider this later in the year.

18.87 Report by County Councillor: Residents were encouraged to continue to report potholes online. An update was also given in relation to Hulse Hall watercourses. Hampshire County Council (HCC) has now completed survey and a report is now in the final stages of validation. Flood warden will be advised of the findings in due course and will report back to the parish council.

Members of the public then left the meeting

The Chairman then moved an item on the agenda so that it could be discussed with the County Cllr Heron prior to him leaving the meeting.

18.88 Roads & Ditches:

- a) To receive update and report and new concerns: The trash screen at North Street is still not fitted, despite a recent visit from an engineer to the village. Hampshire Highways is to be updated accordingly.
- b) To receive update in relation to safety measures on the A338: In his capacity as governor at Breamore Primary School, Cllr Swift provided an update advising that he had now undertaken Travel Champion training on 26th June 2018 and that the school was continuing to liaise with HCC in relation to the School Travel Plan. The members agreed that A338 safety concerns may contribute to the school being seen as isolated from the village as, for example, teaching staff felt that it was too dangerous for the children to visit Hulse Hall to play table tennis without a safe crossing place. It was also noted that there had been a further accident on the A338 on 2nd June 2018.

Concerns about excessive speed continue to be reported to the parish council and members requested guidance from County Cllr Heron. He advised that Hampshire Highways look at KSIs (statistics of road accidents where people are killed or seriously injured) to prioritise safety measures. However it has been a while since speed data has been reported within the village and will liaise with the Highways Safety Team accordingly. Clerk will continue to undertake further research and will report missing bollards / dragons teeth online.

Parishioners are reminded to report any Highways concerns online via the HCC website at <http://www3.hants.gov.uk/roadproblems> or contact Clerk.

County Cllr Heron then left the meeting.

18.89 Planning

- a) **Planning Applications:** No planning applications received.
- b) **Tree Works Applications:**
- CONS/18/0562 Proposed Works: Fell 2 x Macrocarpa trees. Prune 1 x Poplar tree Site Address: The Old Chapel. The Marsh. Breamore, SP6 2EL
 - CONS 18/0566 Proposed Works Fell 1 x Ash tree, Prunc 2 x Ash trees, Prune 2 x Birch trees Site Address: Willow Tree Cottage. The Marsh, Breamore, SP6 2EJ

It was agreed to leave the decision to the tree officers in relation to these two applications. Further information in relation to treeworks can be found at

http://www.newforestnpa.gov.uk/planning_category/tree-work-applications/

Other Planning Matters:

- Application No: 18/10515 and 18/10517 Site: Willow Tree Cottage. The Marsh, Breamore SP6 2EJ Description: Detached double garage; boundary fence; demolition of existing outbuildings (Planning Application & Application for Listed Building Consent) Decision: Granted Subject to Conditions
- Appeal Decision - Appeal Ref: APP/BI740/7/17/3182280 Roundhill Farm. Whitsbury. Hampshire SP6 3PS - The appeal is allowed and listed building consent is granted for new dormer and internal alterations subject to conditions
- Planning Committee: 11 July 2018 Planning Application Reference No: 18/10366 Proposal: Single-Storey Rear Extension Site: Outwick Fam. Outwick. Breamore SP6 2BT. It was agreed that a member would not attend this planning committee.

The Clerk advised that there was no further update in relation to the sea container nor stocks.

Other decisions in relation to planning and tree works applications are reflected on Appendix 1. Parishioners are reminded to report any concerns in relation to breaches of planning online via the NFDC website at <http://www.newforest.gov.uk/article/13705/Enforcement> or contact Clerk.

18.90 Hedges and Footpaths: There was further discussion in relation to footpath 035/18/2 and Clerk will also liaise with the Countryside Access Team.

Parishioners are reminded to report any concerns in relation to Rights of Way online via the website at <https://www.hants.gov.uk/landplanningandenvironment/rightsofway/reportaproblem> or contact Clerk.

Parishioners are also reminded to report any concerns in relation to fly tipping online via the NFDC website at <http://www.newforest.gov.uk/article/7937/Fly-tipping> or contact Clerk.

18.91 Parish Lengthsman: The lengthsman's next visit is on 13th August 2018 and members and parishioners are reminded to forward new tasks to Cllr Turner. Future tasks to include:

1. Maintenance of village gateways
2. Clearing encroachments on footpaths
3. Continued cutting back of vegetation
4. Maintenance of verges

It is hoped that by continuing to preserve the appearance of a village will encourage motorists to abide by the speed limit. Clerk to forward updated worksheet to Fordingbridge Town Council accordingly and Cllr Turner to advise if he will be present in the village on 13th August 2018.

18.92 Training: Clerk's update cancelled on 27th June 2018 and due to be rescheduled. Chair to attend Chair training in July

18.93 Breamore News and Views: Editor had advised Clerk of limited space within parish magazine and had asked whether a summary detailing where the draft minutes can be found or key issues could be published instead. The Clerk advised that she had requested guidance from HALC which stated that she should not condense the Minutes for publication. It was also highlighted that the Parish Council donates money to have articles included in the parish magazine. After discussion, the members had agreed that they had received positive feedback from villagers now that draft minutes were published and that the Clerk requests that full minutes should continue to be published going forwards.

18.94 Regulatory Documentation: The members **RESOLVED** to adopt Freedom of Information documentation and updated Data Protection Policy. Website to be updated in due course. Updated Standing Orders to be considered at next meeting.

18.95 Correspondence: The Clerk presented an overview of correspondence (Appendix 1) to councillors. Consultation periods were highlighted and attention was drawn to the following:

- Members were advised to note future cycling events, with the New Forest Sportive scheduled to run through the village on 7th July 2018. All future events can be found at the following address: http://forms.newforest.gov.uk/ufsate/ufsmain?formid=EVENT_REGISTER&ebz=1_1531026134114&bd=0&ebz=1_1531026134114
- Information on the NFDC Local Plan 2016-2036 Part 1 Planning Strategy consultation to be forwarded to all members to enable comments to be forwarded prior to 12th August 2018.

18.96 Financial report: Up to date Financial Statement forwarded to the Council (Appendix 2) by the Clerk

a. **Income** - Nil

b. **Expenditure:** The following cheque was approved and signed for (as per Appendix 2)

Cheque No	Payee	Details	TOTAL COST
TBC	Victoria Eden	Clerk's salary - June 2018 and July 2018, Transparency Code overtime and postal expenses	£328.56

c. **Pensions Regulator:** Compliance Declaration now completed.

18.97 Reports of Parish Council Representatives and Meetings attended:

- Hulse Hall:** Cllr Aggas gave an update. Although she had been unable to attend the recent meeting, she had received draft minutes and a quotation for building / maintenance work to Hulse Hall. The members agreed that it would not be appropriate for any material expense to be considered at the present time whilst fundamental questions in relation to governance are being researched. Chairman of Hulse Hall Management Committee to be advised accordingly.
- Police Liaison:** Although Cllr Harling was not present, he had requested Hampshire Police contacts should be reflected in the parish magazine when possible and that residents should continue to secure outbuildings. There had also been reports of recent movement of travellers within the area.
- NF Consultative Panel:** Nil to report
- NW Quadrant:** Recent meeting held at Hulse Hall on 4th June 2018
- AONB:** Nil to report
- NFALC Meeting:** Nil to report. Next meeting on 19th July 2018
- Rook, Dodington and Johnson Charities:** Nil to report

h) Flood Warden Report: Nil to report

18.98 Matters on next agenda: Constitutional relationship between Breamore Parish Council and Hulse Hall Management Committee

18.99 Date of Next Meeting: It was agreed for the next ordinary parish council meeting to be held on Monday 3rd September 2018 at 7.30pm in Hulse Hall.

The Chairman closed the meeting at 10.11pm.

Minutes, including appendices and other documentation, can also be found on our website:

www.breamore.gov.uk

These are draft minutes until approved at the next meeting.

Appendix 1 - 22.05.2018 - 02.07.2018					
Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
1	22.05.2018	Email	HALC	Further Update on GDPR	
2	22.05.2018	Email	HALC	Another update on GDPR and Data Protection Bill	
3	24.05.2018	Email	Christchurch and East Dorset Councils	Christchurch and East Dorset Councils Local Plans Consultation Data Base AMENDED ONLINE FORM LINK	
4	24.05.2018	Email	HCC	Trash Screens	
5	25.05.2018	Email	NFNPA	Consultative Panel 7 June	
6	25.05.2018	Email	HCC	Parish Council Transport Reps Meeting	16.06.2018
7	25.05.2018	Email	Cllr Swift	Feedback from the school re travel plan	
8	30.05.2018	Email	NFDC	Solo: A Star Wars Story and Film:NewForest	
9	31.05.2018	Email	Waymark	Newsletter	
10	31.05.2018	Email	HALC	Photographs for Annual Review	
11	31.05.2018	Email	NFDC	Scam warning	
12	01.06.2018	Email	HCC	Passenger Transport Forum Agenda - New Forest	16.06.2018
13	02.06.2018	Email	Oxfam	Oxjam Salisbury - Event Details (Please share!)	

14	04.06.2018	Email	HALC	NALC Survey - Community Infrastructure Levy	29.06.2018
15	04.06.2018	Email	Do The Numbers Ltd	Internal Audit Report 2017-2018	
16	05.06.2018	Email	HALC	Southampton to London Pipeline Project - June Parish drop-in events	
17	07.06.2018	Email	HCC	Parish Council Transport Representative's Meeting Agenda - 16 June 2018	
18	07.06.2018	Email	County Cllr	New Forest District (Outside the National Park) Local Plan 2016-2036	
19	07.06.2018	Email	NALC	NALC Newsletter	
20	07.06.2018	Email	ICO	Latest news from the ICO	
21	08.06.2018	Email	HALC	Guidance Note - Providing Financial Assistance to a Church	
22	08.06.2018	Email	HALC	Parish Council Fly-Tipping Enquiry	
23	08.06.2018	Email	HALC	HALC June E-Update	
24	08.06.2018	Email	NFNPA	Panel Tour	08.08.2018
25	08.06.2018	Email	HCC	Passwords for email addresses	
26	08.06.2018	Email	NFDC	Publication of Parish Clerks' Details – GDPR	
27	11.06.2018	Email	HALC	Guidance pre meeting 11.06.2018	
28	12.06.2018	Email	HCC	Public Consultation and Parish Council Transport Representative's Meeting	
29	12.06.2018	Email	HALC	Clerk's Update (27th June 2018) cancelled	
30	12.06.2018	Email	HCC	Public Consultation and Parish Council Transport Representative's Meeting	05.08.2018
31	12.06.2018	Email	NALC	NALC Annual Conference 2018	30.10.2018 - 31.10.2018

32	13.06.2018	Email	Ordnance Survey	Open OS MasterMap announcement	
33	13.06.2018	Email	County Cllr	Access Rangers South - Contact details	
34	14.06.2018	Email	HCC	Public consultation in relation to street lighting, supported passenger transport services and the concessionary travel scheme	05.08.2018
35	14.06.2018	Email	HALC	Cycling events not notified about	
36	14.06.2018	Email	NHS	Extended Hours Primary Care Hubs	
37	17.06.2018	Email	Chairman	Notification of traffic accident 02.06.2018	
38	19.06.2018	Email	HALC	News for Local Councils	
39	19.06.2018	Email	National Grid	National Grid Visual Impact Provision (VIP) project: New Forest Community Liaison Group	19.07.2018
40	19.06.2018	Email	NFDC	Marking the death of a senior member of the Royal Family	
41	20.06.2018	Email	HCC	New Consultation – Hampshire County Council Permit Scheme for Road Works and Street Works	31.07.2018
42	20.06.2018	Email	HALC	Consultation on proposals to change street lighting, supported passenger transport services and the concessionary travel scheme in Hampshire	05.08.2018
43	21.06.2018	Email	NFDC	Join in the nation to mark the First World War centenary	
44	22.06.2018	Email	HALC	HCC Community Transport Consultation	
45	22.06.2018	Email	HALC	DON'T FORGET TO ENTER THE VILLAGE OF THE YEAR COMPETITION	
46	22.06.2018	Email	NFALC	Advance notification of cycle event - September 2018	

47	25.06.2018	Email	HCC	Consultation - Recreation Management Strategy - Town and Parish Councils - NE & NW	12.08.2018
48	25.06.2018	Email	Breamore News and Views	Clarification re parish council articles	
49	26.06.2018	Email	HALC	Data Protection Registration	
50	26.06.2018	Email	NFALC	Brewin Dolphin New Forest Summer cycling Sportive - 7/7/18	
51	26.06.2018	Email	NFNPA	Consultation - Recreation Management Strategy - Town and Parish Councils - NE & NW	
52	28.06.2018	Email	NFDC	Information Bulletin - June Edition	
53	28.06.2018	Email	Breamore Resident	Traffic speed through Breamore	
54	28.06.2018	Email	NFDC	TEN - 7812 Grounds of BREAMORE HOUSE, UPPER STREET, BREAMORE, FORDINGBRIDGE, SP6 2DF	07.07.2018
55	28.06.2018	Email	HALC	Communications Officer Changes	
56	28.06.2018	Email	Chairman	Quotation for repairs to Hulse Hall	
57	28.06.2018	Email	Chairman	Concerns re Breamore Footpaths	
58	28.06.2018	Email	Breamore Resident	Traffic speed through Breamore	
59	28.06.2018	Email	Hulse Hall Management Committee	Arranging meeting with chairman	
60	29.06.2018	Email	NFDC	NFDC at his year's New Forest Show	
61	29.06.2018	Email	NFDC	New Forest District (Outside The National Park) Local Plan 2016-2036 Part 1 Planning Strategy – Proposed Submission Document: Consultation	12.08.2018
62	29.06.2018	Email	NFDC	New Forest District Council: New Forest District Council publishes plan to provide 10,500 new homes	
63	29.06.2018	Email	HALC	Advice in relation to publication	

				of minutes in parish magazine	
64	29.06.2018	Email	HCC	Your Hampshire June 2018	
65	29.06.2018	Email	Hampshire Legal Services	Response in relation to request for legal advice	
66	30.06.2018	Email	Breamore Resident	Request to attend meeting in respect of footpath concerns	
67	02.07.2018	Email	ACRE	Advice in relation to constitutional relationship of Parish Council and Hulse Hall Management Committee	
68	02.07.2018	Email	HCC	Street lighting, supported passenger transport services and the concessionary travel scheme consultation	05.08.2018
69	02.07.2018	Email	HCC	Request for further information in relation to footpath concern	

Breamore Parish Council

Financial Statement Prepared for Meeting dated 2nd July 2018

Total all balances : £8,432.17
Balances as at :

Bank of Ireland Account

£8,432.17

Payments since last meetings dates 21/05/2018 and 11/06/2018

Cheque No	Payee	Details	TOTAL COST
405	Victoria Eden	Clerk's salary - April 2018 and May 2018, and expenses	£291.43
406	HALC	Training Costs - Basic Planning 02.05.2018	£48.00
407	NALC	LCR Subscription 2018-2019	£17.00
408	Came and Company	Parish Council Insurance 2018-2019	£218.00
409	Lynne Aggas	Travelling Expenses - 02.05.2018	£23.85
410	Ellingham, Harbridge and Ibsley Parish Council	GDPR Training for Chairman – 29th March 2018	£36.00
411	Woodgreen Parish Council	GDPR Training for Clerk	£12.00
412	Do The Numbers Limited	Internal Audit Fee	£160.00

Items for payment 2-Jul-2018

Cheque No	Payee	Details	TOTAL COST
413	Victoria Eden	Clerk's salary - June 2018 and July 2018, with home working allowance (£287.02); transparency code overtime (3.5 hours - £35.95) & postal expenses (£5.59)	£328.56

Receipts since last meeting date : 21/05/2018 and 11/06/2018

Date	Received From	Details	