



BREAMORE PARISH COUNCIL

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Minutes of the Parish Council Meeting of BREAMORE PARISH COUNCIL Held in Hulse Hall on Monday 15th July 2019 at 7.30pm

PRESENT: Cllr Lynne Aggas in the Chair, Cllrs Paul Harling, Micky Pain, Anthony Swift and Peter Turner (arriving at 7.34pm during 19/20.35) with Vicky Eden (outgoing Clerk) and Mandy Wilkinson (incoming clerk) in attendance

19/20.33 Attendance Register and Apologies for Absence: Attendance Register completed by those present.

19/20.34 Declarations of interest: Cllr Harling in relation to 19/10408 and EN/19/0058, abstaining from discussion

19/20.35 Minutes of previous meetings on 13/05/2019 and 24/06/2019: Following a review of the minutes, it was unanimously **RESOLVED** that these sets of minutes be accepted as an accurate record and were duly signed by the Chairman.

19/20.36 Matters arising from previous minutes not appearing as agenda items:

1. Parish Council Elections 2019 - Declaration of Expenses. Cllrs reminded to forward forms accordingly
2. Exemption Certificate 2018-2019 - Confirmation received that exemption certificate received by external auditor
3. Email footer - It was agreed to use a similar footer as that used by NFDC, but to be personalised to Breamore Parish Council.
4. Brickwork of arch on disused railway line - This has been raised as a concern by a resident and Clerk will report to Hampshire Highways accordingly.
5. Stocks - Further concerns reported in relation to condition of stocks but it is noted that the parish council is not the landowner. This matter is to be monitored accordingly.

19/20.37 Public Participation Session: No members of the public present.

19/20.38 Report by County and District Cllr: Not present.

19/20.39 Planning

a) Planning Applications:

- a. Planning Applications Received:** Nil received
- b. Planning Application Decisions:**

APPLICATION NO: 19/10321

SITE: Breamore House, Upper Street, Breamore SP6 2DF
DESCRIPTION: Repair of two greenhouses to the north of Breamore House
(Application for Listed Building Consent)
DECISION: Granted Subject to Conditions

APPLICATION NO: 19/10408

SITE: OLD FORGE, SALISBURY ROAD, BREAMORE SP6 2EA (NB: SUBJECT TO LEGAL AGREEMENT)

DESCRIPTION: Removal of condition 3 of Planning Permission 16/10602 to allow longer letting periods

DECISION: Granted Subject to Conditions

Committee Meeting held at NFDC on 12th June 2019 in relation to 19/10408

c. Tree Apps: Nil received

d) Other Planning Matters:

1. **EN/18/0497** - Decision letter received
2. **EN/19/0058** - Update letter in relation to ongoing investigation received

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.

19/20.40 Roads & Ditches:

1. To receive update and report new concerns: Members raised concern that a final report has not yet been received in relation to the survey of watercourses undertaken in 2017-2018. Clerk is to contact County Councillor for update.

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

19/20.41 Hedges and Footpaths:

1. To receive update & consider action in relation to any new concerns: A concern was raised in relation to the overgrown vegetation by permissive footpath near school. The overgrown vegetation near Breamore Club may have been cut but this is to be confirmed.

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.

19/20.42 Parish Lengthsman:

- a) The lengthsman's last visit was on 1st July 2019. A completed worksheet has not yet been received so update in relation to tasks undertaken will be provided at next meeting.
- b) Members and parishioners are reminded to forward new tasks to Cllr Turner for the lengthsman's next visit on 2nd September 2019. Unallocated days noted and Clerk is to see if verge leading to old railway station can be cut as drivers have poor visibility when turning onto Woodgreen Road. The Chairman will also liaise with residents to see if further work required to any Rights of Way in the parish.

19/20.43 Repair to Bus Shelter following accident on 7th December 2018: Cllr Turner provided a short update, advising that the loss adjuster acting for the homeowner had now been in contact with the loss adjuster acting for the parish council.

19/20.44 Update to Parish Councillor responsibilities: In his capacity as a village resident, Anthony Swift has been nominated to be Chairman of Hulse Hall Management Committee and has accepted role accordingly

19/20.45 Appointment of New Clerk

- a. To confirm appointment of new Clerk - It was confirmed that Mandy Wilkinson is to replace the current Clerk. She commenced employment as from 1st July 2019 and is currently undergoing a handover period with the current Clerk lasting one month. An employment contract has been signed accordingly.
- b. To consider and approve arrangements for new Clerk - Research is to be undertaken for the purchase of a parish council printer/scanner to reside in home of Chairman. The members agreed that the new Clerk could be paid on a monthly basis and Clerk is to contact Bank of Ireland accordingly. A mentor from the SLCC is also now in place to support new Clerk. The members **RESOLVED** that the Clerk could attend the following training:
 - i. What You Need to Know (Part 1 of 2) - 23rd October 2019 - £42.50 (costs to be shared with other parish council that Clerk works for)
 - ii. Local Council Meetings: Legislation, Guidance and Governance with Practical Tips and Hints on taking Minutes - 19th November 2019- £45.00 (costs to be shared with other parish council that Clerk works for)

19/20.46 Correspondence: The Clerk presented an overview of correspondence to councillors Consultation periods were highlighted and attention was drawn to the following:

- a. 29.05.2019 - Hampshire Superfast Broadband Team - Parish Events
- b. 05.06.2019 - HALC - NFNPA - Appointment of North West quadrant parish representative
- c. 06.06.2019 - The New Forest Shakespeare Festival 2020
- d. 07.06.2019 - Neighbourhood Alert - Make Sure Your Voice Is Heard - Members were encouraged to sign up to <https://www.hampshirealert.co.uk> for further news from Hampshire Police about what is happening in the community
- e. 14.06.2019 - HALC - New Government Funding for Rural Broadband
- f. 17.06.2019 - HALC - June Newsletter
- g. 20.06.2019 - NFDC - Forward Plan July 2019
- h. 25.06.2019 - Francis Carne Associates - Dog Fouling in Hampshire.
- i. 26.06.2019 - Notice of Consultation on the Salisbury Central Area Framework - Deadline for Comments 9th August 2019
- j. 26.06.2019 - Cranborne Chase AONB - Planning workshops 2019
- k. 03.07.2019 - NFALC - NFALC AGM Agenda - 18.07.19
- l. 04.07.2019 - Fordingbridge Town Council - Travellers
- m. 09.07.2019 - Lyndhurst Parish Council - Councillor Training 5th November 2019 - The members **RESOLVED** that the Chairman and Clerk could attend this training at a cost of £25 each (Clerk costs to be shared with other parish council that Clerk works for)
- n. 10.07.2019 - NFDC - Polling District & Places Review - Comments by 18th August 2019
- o. 12.07.2019 - HALC - July Update
- p. 15.07.2019 - Hampshire Police - Police 101 call Service

19/20.47 Financial report: a.

| Date | Item Description | Payment | VAT | Cheque no. / Credit Slip | Receipt | BOI Account Balance |
|------------|---|---------|-----|-----------------------------|---------|---------------------------|
| 13/5/2019 | Came and Co - Insurance | 218.00 | | 436 | | 9,829.88 |
| 20/05/2019 | Vicky Eden - Clerk's salary and expenses April - May 2019 | 295.72 | | 437 | | 9,534.16 |
| 30/05/2019 | EHI Parish Council - Refund following administrative error | | | | 2.00 | 9,536.16 |
| 24/6/2019 | Do The Numbers Ltd - Internal Audit Fee | 160.00 | | 438 | | 9,376.16 |

b. Expenditure: The members **RESOLVED** to approve the following cheques and they were signed accordingly

| Cheque No | Payee | Details | TOTAL COST |
|--------------|--------------------|--|---------------|
| 439 | Victoria Eden | Clerk's salary - June and July 2019, with home working allowance (£294.04); stationery (£25.61) and postal expenses (£3.36) | £323.01 |
| 440 | Mandy Wilkinson | Clerk's salary - July 2019, with home working allowance (£139.22) | £139.22 |

19/20.48 Reports of Parish Council Representatives and Meetings attended:

- a) **Hulse Hall:** Chairman provided a short report following meeting on 1st July 2019. Looking for funding at present with next meeting scheduled for 12th August 2019. Annual accounts now signed. New Chairman to be in place shortly.
- b) **Police Liaison:** It was noted that beat surgeries in Woodgreen Village Shop are poorly attended. Notice to be forwarded to Breamore News and Views to publicise accordingly
- c) **NF Consultative Panel:** Nil to report
- d) **NW Quadrant:** Chairman provided a short report following meeting on 3rd June 2019. The meeting discussed Planning Enforcement and the Professional Dog Walkers Charter
- e) **AONB:** Nil to report
- f) **NFALC Meeting:** Nil to report
- g) **Rook, Dodington and Johnson Charities:** Nil to report
- h) **Flood Warden Report:** Nil to report

19/20.49 Matters on next agenda: IT arrangements

19/20.50 Date of Next Meeting: It was agreed for the next parish council meeting to be held on Monday 2nd September 2019 at 7.30pm in Hulse Hall.

The Chairman closed the meeting at 8.35pm, thanking the outgoing Clerk for the work that she had done.

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

www.breamore.gov.uk

These are draft minutes until approved at next meeting.