

Draft minutes of the Full Parish Council Meeting held on Wednesday 1st July at 7.30pm virtually using PowWownow platform.

Present: Cllrs Delves, Gemmell, Harrison, Hartas (Chair), Lavis and Mangan

In attendance: Mrs Amanda Johnson (Parish Clerk) and 5 members of the public.

Notifications had been received that the meeting was audio recorded by 1 member of the public and audio recorded by a Parish Councillor.

1. To receive any apologies for absence: None received.

2. Declarations of interest and dispensations. To receive any Declarations of Interest from councillors in items on the agenda; to receive any written requests for dispensations for disclosable pecuniary interests/other interest; to grant any requests for dispensation as appropriate. None received.

3. To consider and approve the Minutes of the Hale Parish Council meeting held on 9th June and matters arising from the minutes not elsewhere on the agenda.

It was proposed by Cllr Mangan, seconded by Cllr Lavis and **RESOLVED** that the minutes be approved and signed.

Matters arising: At the meeting on June 9th a parishioner questioned what meetings had taken place involving HPC from 03.03.20 to 09.06.20. Cllr Hartas outlined these further. On 5th March a Parish Plan meeting was held. On 19th March a survey meeting was planned (as agreed in the meeting on 3rd March) but this was changed to an emergency Covid meeting and at this meeting HPC agreed to hold an Extraordinary meeting on 24th March. The minutes of the Extraordinary meeting were added to the website on 26th March. On June 3rd the agenda for the June 9th meeting replaced the minutes of the Extraordinary meeting. At this point they should have been added to the "old meetings" section but they weren't added there until 9th June and therefore were unavailable on the website for 6 days. A second Parish Plan meeting was held on 23rd April; a survey meeting on 20th May and on 26th May Cllrs Delves, Harrison and Hartas met online to refine the survey questions. HPC held 10 Covid meetings in total, initially weekly and then fortnightly. No meetings have been held since 9th June.

4. Members of the public are invited to address the council on agenda matters or raise any matters not otherwise on the agenda.

Cllr Hartas opened the meeting to members of the public.

No Parishioners spoke.

Cllr Hartas closed the meeting to members of the public.

5. To report and record planning applications discussed via email since the last HPC meeting and any new applications.

***Hedgerows Lodge Drove Woodfalls SP5 2NH Case number 20/00123 Appeal
Application to vary condition 1 of planning permission 07/92064 to allow continued use of land for siting of a residential mobile home and other domestic outbuildings for occupation by another family member.***

The NFNPA refused the application which is now subject to an appeal.

Recommendation - HPC supports the NFNPA decision to refuse permission for the reasons originally stated and note that an approval in these circumstances would create a precedent which risks undermining the Local Plan policies in respect of residential development.

Cllr Lavis proposed, Cllr Hartas seconded and it was RESOLVED to accept the recommendation. The Clerk will write to the planning inspector.

6. To receive an update report on matters relating to the cemetery.

James Stewart has rotovated the areas for the wildflower meadow and the volunteers have resumed work following guidelines which adhere to Covid-19 regulations.

7. To receive an update on progress of the Parish Plan.

It was discussed and agreed that the final editing and formatting could possibly be done in house, Cllr Gemmell will prepare a draft for Cllrs to consider. The Parish Plan will be predominantly a digital document but some printed copies will be required to ensure accessibility to all.

8. To receive an update on affordable housing and consider the proposed survey.

8.1 Update from the CLT, including the meeting held with HPC on 9th March.

1. A Topographical Survey of the Folly Hill Paddock site has been carried out.
2. An Arboricultural Survey of the Folly Hill Paddock site has been carried out.
3. A Preliminary Ecological Appraisal of the Folly Hill Paddock site has been commissioned.
4. The site plans for two other potential sites for affordable housing have been sent to Steve Avery of the New Forest National Park Authority for his consideration and comment which is awaited. The site plans have been copied to Councillor Hartas.
5. An enquiry has been submitted to the Commoners Defence Association with regard to Commoners in the area seeking affordable housing.

8.2 To decide on the content of the proposed survey.

The survey questions were agreed at the meeting on June 9th and sent to Steve Avery, Tim Davis and Cllr Heron for comment. Cllr Hartas circulated an amended survey incorporating some of these comments. There was discussion amongst Councillors as to whether the survey could be amended; Cllr Lavis believed this to be contrary to 7a of the Standing Orders which relates to previous resolutions. The Clerk advised that this was an amendment and not a reversal of a decision and it was **RESOLVED** to accept the amended survey by 4 votes with one against and one abstention. Cllr Harrison will edit the information on the cover page. The format will change slightly when uploaded to Survey Monkey.

8.3 To decide on the process of delivering the survey.

Paper copies will be delivered to each elector which will contain a 6 digit unique number which can be entered online thus making the survey completely anonymous. Parishioners will be encouraged to do the survey online for which Survey Monkey will be used. Any paper copies can be posted into a lockable postbox which will be supplied at the Village Hall (at a cost of approx. £15.00). Results from the survey will be sent to Cllrs Delves, Harrison and Hartas in Excel form from which reports and graphs can be produced. The paper copies will be delivered by Cllrs Gemmell, Lavis, Hartas and Mangan as soon as ready and approved by Cllrs.

9. To consider and resolve to approve the renewal of the insurance with Came and Co.

Cllr Hartas proposed, Cllr Delves seconded and it was **RESOLVED** to approve the insurance renewal for 2020/21 at a cost of £338.40.

10. To consider and resolve to approve the reserves policy.

Cllr Mangan proposed, Cllr Hartas seconded and it was **RESOLVED** to approve the Reserves Policy drafted by Cllr Lavis.

11. To receive the Clerks Report.

Finance –

Accounts – The Financial Regulations state that a Councillor should verify bank reconciliations. **It was RESOLVED that Cllr Lavis will carry out this role.**

Banking- The current situation has highlighted the fact that being able to carry out bank transfers would be of benefit. **It was RESOLVED that the Clerk will begin the process of applying for further online banking access.** Having further signatories may also benefit this process as two Cllrs will have to authorise each online transaction.

CiLCA – The Clerk has begun the CiLCA training course which requires registration to SLCC at a cost of £350.00. It would also benefit to purchase a copy of the Clerks Manual at a cost of £67.50 (plus postage). **Completion of the CiLCA course was previously agreed and is part of the Clerks contract therefore it was RESOLVED to agree any costs incurred.**

Lengthsman- the Lengthsman is due in Hale on July 20th. Jobs needed to be done include strimming around benches on Hatchet Green, cleaning of bus shelter at Woodfalls Cross, mending notice board on Woodfalls Cross.

12. To review the accounts for the month of June 2020 and record the bank balances.

Bank balances – Treasurers Account £15,859.12, Business Account - £6,320.93.

Members **RESOLVED** to approve the accounts.

13. To ratify and record the following payments:

24.06.20	Amanda Johnson – Salary	431.74
24.06.20	Cutting Edge – Cemetery cuts – June	170.00
25.06.20	Jeff Butt & Co – Internal Audit	250.00

Members **RESOLVED** to approve the payments.

14. To consider correspondence received before 26th June 2020 and any urgent correspondence received after the agenda was finalised not dealt with elsewhere in the agenda.

26/06/20 Telephone call – report of camping and antisocial behaviour at Cow Bridge.

The Clerk has been on contact with the landowner and will report to the relevant authorities.

24/06/20 Parishioner email – HPC confidentiality and disclaimer.

Cllrs discussed the issues raised. The Clerks disclaimer is acceptable and follows standard practice.

All HPC Cllrs use their own laptops and follow protocols to ensure they are as compliant as possible with GDPR including password protection, separate HPC files, laptops used solely by Cllrs which are regularly updated. Little personal information about parishioners is held except email addresses and in some circumstances' telephone numbers (eg volunteer groups). The Clerk will investigate to ensure HPC are following all guidelines and ensuring maximum compliance.

23/06/20 Steve Avery – invite to NW Virtual Quadrant Meeting 6th July.

Cllrs Hartas and Mangan will attend.

09/06/20 NALC- new edition of Points of Light – For information only

15. Any other business

Cllr Harrison reported that since the school has reopened he has distributed leaflets regarding the ongoing issue of parking on the verges. There is an issue with one of the residents who has a number of vehicles parked on the verges and has not responded to requests. A letter from HPC may be the next step.

Cllr Hartas reported that the Village Hall is hoping to resume opening upstairs and will accommodate a maximum of 30 people. A meeting of the Trustees will be held on 14th July to discuss and confirm.

Cllr Hartas reported that the HWSG will stop operating at the end of July. Many thanks from HPC to all members of the HWSG whose work was very valuable. All outstanding payments will be made from the NFDC Grant.

Cllr Hartas reported that Reverend Nicky Davies will shortly be transferring to another area, HPC will send a card.

16. To note the date of the next meeting.

The date of the 1st September was agreed. Details of how this meeting will be convened will be decided nearer the time in accordance with the new guidelines from NALC which include further options such as “hybrid meetings”.

The meeting closed at 9.39pm.