

NETLEY MARSH PARISH COUNCIL

Minutes of the Parish Council meeting held at Woodlands Community Hall on Wednesday 13 December 2017

Present: Cllr Welbourn, (Chairman), Cllr Antrobus, Cllr Cook and Cllr Humphray.

In attendance: the Parish Clerk:

86. **Welcome**

Cllr Welbourn welcomed Councillors and Members of the Public to the meeting

87. **Apologies for absence**

Apologies for absence had been received from Cllr Puttock (Vice Chairman), Cllr. Babey, Cllr Shaw and Heather Lawrence, Clerks Assistant

88. **Declaration of Interests** – there were none

89. **Public Participation** No members of the public were present.

90. **Approval of minutes of 18 November 2017**

The minutes having been circulated were agreed and signed by the Chairman.

91. **Planning**

Planning and appeal decisions from NFNPA and NFDC were noted.

The following decisions made by the planning sub-committee were ratified to be passed to NFNPA

00999	Martins Farm, Shepherds Road, Bartley, Southampton, SO40 2LH	Single storey extension to existing garage to facilitate home office	1. Permission, but with a condition to ensure no habitable accommodation. The council would accept NFNPA officers decision.
00962	1 Green Close, Woodlands, Southampton, SO40 7HU	Single storey side extension	3. This property was falling into disrepair. The proposals will provide a sustainable future and enable the property to be retained.
00939	Tatchbury Manor, Tatchbury Lane, Winsor, Southampton, SO40 2HA	Conversion of former care home to 8 No. apartments and 2 No. dwellings; associated works; car parking; refuse and cycle stores	3. The design and scale seem appropriate and there would not appear to be any impact on neighbouring properties
00920	Staddlestones, Fletchwood Lane, Totton, SO40 7DZ	Application for a Certificate of Lawful Development for proposed garage conversion to facilitate home office	Councillors have no knowledge of this application.

Clerk to send responses to NFNPA

92. **County, National Park & District Matters**

No representatives were present to give reports.

93. **Members Report**

- i. Play area and Outdoor gym matters are all resolved. James Shaddick had passed the inspectors test.
- ii Fencing, posts and one gate are ordered for installation between the play are and gym.
- iii. New litter bins are installed.
- iv. Dogs on Recreation Ground – lining and notices, the Clerk had checked with the Insurers who had no problem with the proposals.
- v. Defibrillator, ordered and awaiting delivery.

Clerk to: pass id to James Shaddick

Deal with dog notices and ask Mr Shaddick to do lining on the recreation ground.

94. **Footpaths and Bridleways**

1. **Priority cutting list 2018 – 5 paths**, Footpath 5 and Footpath 7. It was agreed Clerk to contact Brian Loades to see if he had any suggestions.

Clerk to contact Brian Loades

2. **Footpath 5** Cllr Penman had been in touch with the Chairman, the matter is due to be looked by HCC in 2029. Mr Mason has access to his land through the gate at the Loperwood Lane end.

95. **Lengthsman**

Clarify Tatchbury Lane work and completed work , this will be an item on the next agenda.

96. **Clerks Report**

1. **2018 meeting dates** agreed as circulated.

2. **Grasscutting schedule** it was agreed to increase the number of cuts to two in March, September and October –
Fortnightly cuts in April, May, June, July and August
One cut in November if the weather necessitates it
A pre-season low cut may be introduced, Mr Humby is not able to do this but other contractors may be contacted.

3. **Data Protection** a report will be prepared after the HALC training. The NFDC training enabled some questions to be clarified to be put to HALC. It was noted that it is essential that all Councillors have a dedicated email for NMPC contacts and that these are used for NMPC emails between Councillors and between Councillors and Clerk/Assistant Clerk. It was agreed to ask for this to be a subject on the Quadrant meeting agenda.

4. **Transparency Fund and the Council computer** – the purchase of the new computer, software and help to set up was agreed as was the grant application was approved. It was also agreed the Assistant Clerk should have a similar computer so that all NMPC work is on dedicated computers.

Clerk to: book Halls

Revise grass cutting tender letters

Contact Richard Taylor re. Data Protection being discussed at the Quadrant meeting

Send grant application, re. transparency fund/new computer

Order new computer

97. **Correspondence** a list of correspondence had been circulated. Matters requiring attention were

New Forest Home Start	Grant request	Regret, noted.
Job Centres	Link on website	No link to be put on the website

98. **Financial matters the following cheques were agreed for payment.**

I. Expenditure

Detail	Cheque no	Net	VAT	Gross
HALC HL Cilca Training prelim	1930	40.00	8.00	48.00
Community Hbeat Trust Defib	1931	2,020.00		2,020.00
Leisure Bench	1932	303.19	60.64	363.83
H Lawrence	1933	79.49	0.17	79.66
J Shaddick	1934	125.00		125.00

R Cooper	1935	270.63	-5.66	264.97
HMRC	1936	231.00		231.0

2. **The budget figures dated 07.12.17** had been circulated and were agreed, with no increase in the precept for 2018-19. Precept £17303.00 including £120.00 grant.

Clerk to send precept request form to NFDC

3. **The appointment of PKF Littlejohn LLP** as the External Auditors was noted. An external audit will be required for the 2017-18 accounts, as some of the Play area and defibrillator grant money was received in that financial year. Subject to there being no major schemes, It is expected that NMPC will be exempt in future years.

4. **Transfer £1000.00** deposit to current account was agreed.

Clerk to deal with transfer

99. **Parish Matters**

APM speaker it was agreed to approach Alice May – to speak on her experience of problems with a very old forest cottage.

Clerk to contact Alice May

Councillors Items,

100. **Items for the next agenda.** Groundsman work and retainer

101. **Confidential**

No matters were taken.

There being no further business the Chairman closed the meeting at 8.20 pm.

Clerk to the Council to: All Members of the Council

Next meeting Wednesday 17 January 2018 at 7.45 pm Bartley Village Hall

Signed:

date: 17 January 2018