

**DENNY LODGE PARISH COUNCIL**

Minutes of the Parish Council meeting held on Monday 2<sup>nd</sup> July 2018 at 7.00 pm in Beaulieu Abbey Church Hall.

**Present:**

Cllr P Roberts - Chairman  
Cllr A Tilbury – Vice Chairman

Cllr R Gover  
Cllr E Elcoate  
Cllr J Green  
Cllr V Batty

In attendance – New Forest District Councillor, Cllr M Harris; Mrs D Drodge, Parish Clerk;

**1.0. To accept apologies for absence**

Cllr K Mans, Cllr J Horton.

**2.0. Declaration of Interest in items on the agenda**

None.

**3.0. To confirm minutes of the parish meeting held on 14<sup>th</sup> May 2018**

The minutes were agreed by Council and duly signed by the Chairman as a true record of the meeting.

**4.0. Public session**

No public participation.

**5.0. To receive the Chairman's report**

The Clerk / RFO has initiated the bank signatories and contact information for the RFO. Thanks to Cllr Green, as the sole current authorised signatory, for assisting with obtaining bank statements, and thanks to the Clerk for progressing the matter of signatories with Lloyds Bank. The target will be to have the new signatories authorised by the September meeting.

Obtaining bank statements was an essential requirement to completion of the internal audit, which I am pleased to note has now been completed. The follow-up actions will be required to be tracked to completion.

Other objectives for the council are:

1. Generate a budget for 2018/19 period.
2. Respond to NFDC Local Plan – this item is included in agenda item
3. Respond to NFNP Recreation Plan.
4. Approve Standing Orders, Financial Regulations, Risk Management, Asset Register and Members Interests: awaiting the return of the files and will be distributed on receipt (following review & update).

Two other items of note:

I note the NFNP responsiveness to the installation of fringe protection at Longdown and suggest Councillors consider the utility of this measure in other areas.

Chairman's signature:

Date : 03/09/18

The council has recently replaced a section of the cattle grid at the same area, confirming the use of the on-line tool for reporting road problems.

I would like to thank our Clerk for updating our records, completing the audit and assimilating the requirements of the RFO. To support these activities the Council should consider further training, which will be included in the future agenda for discussion.

**6.0. To receive reports**

**6.1. To receive a report by the County Councillor for Denny Lodge.**

County Councillor not present.

**6.2. To receive a report by the District Councillor for Denny Lodge.**

Locally there are some good strategies going on. The District Councillor had a meeting with Off-Com discussing Broadband. It was suggested the general public look up their own address to see what megabytes they are receiving. A sub group are talking to the County. The District Councillor is working hard on this and wants to push forward, we will be left behind if we do not get this right.

The District Councillor was pleased to read the article in the Lymington Times regarding Ipley Crossroads, HCC have said they are putting in a staggered junction. It was suggested that the Parish Council express their support for this and send a letter to the County Councillor.

**6.3. To receive a report on the Verderers' meeting.**

The National Grid put aside money some 3 years ago for the removal of existing wooden pylons, work could take up to 8 years. A trench 140 metres wide filled with concrete would be needed to lay the cables on, this would need replacing after 20 years, Hale and Purley are objecting to the removal of the pylons.

The Draft Plan is being published.

To cover the whole of Hampshire there is only 1 Inspector, 1 Sargent and 4 Constables.

The next meeting date is 06/09/18, Concillors to confirm their availability to attend to the Clerk.

**6.4. To receive a report from the New Forest Consultative Panel meeting.**

It was reported there is excessive damage to ground, caused by the wet weather and increased numbers of grazing animals.

BBC 4 will be filming everyone going in and out of court.

There have been 22 animal accidents to date apposed to 17 the same time last year. 2 foals were injured in a hit and run, general public are urged to report accidents. Reward has been increased to £5000.

No formal applications for the lines to go underground at Hale.

**6.5. To receive a report on the south-East quadrant meeting.**

No Meeting, next meeting September.

**6.6. To receive the clerk's report.**

The Clerk completed the internal Audit, a copy of the review has been forwarded to Councillors and is available on the Denny Lodge website. Most of the Councillors have now submitted their bank mandates, the Clerk has been given back all the mandates by the bank and has been told to send all the fully completed forms to the address given. The Clerk has

been in contact with HMRC to update Basic PAYE tools and is awaiting a new password to be sent via post. The Clerk sent a covering letter and a memory stick to the previous Clerk,

requesting the Parish files are copied and downloaded and sent back, a pre-paid envelope was sent. As yet no memory stick has been posted back. The Clerk would like to Thank Cllr Green for attending the bank with her to collect statements for Audit, without them Audit would not have been able to be for filled.

### **7.0. Finance**

#### **7.1. To agree payments in accordance with the budget and to note bank reconciliation.**

**Resolved:** Payments agreed as shown on table below, income and bank reconciliation noted.

<b>Payee</b>	<b>Cheque No</b>	<b>Item</b>	<b>Payment</b>
<b>Payments as at 02/07/18</b>			
D Drodge	000512	salary	£474.24
D Drodge	000513	expenses	£183.92
Do the numbers	000514	Audit	£160.00
ICO	000515	Data protection	£40.00
ALCC	000516	ALCC membership	£30.00
SLCC	000517	SLCC membership	£72.00
<b>Total to pay</b>			<b>£960.16</b>

**The Bank Reconciliation has not been carried out due to difficulties with access to bank statements, the bank balance is known.**

#### **7.2. To receive the internal audit report**

**Action DD**

**Resolved:** The documents were approved signed and a copy of the audit report is attached to the back of the minutes.

**Action DD**

#### **7.3. To approve the external audit exemption.**

**Resolved:** The documents were signed.

**Action DD**

#### **7.4. To discuss the cost of purchasing a new laptop and two books.**

Up to £500 has been agreed for the purchase of a new laptop, the clerk will go to John Lewis to purchase it and claim on expenses. Cllr Robert's to supply the Charles Arnold Baker book and a threshold of up to £50 for the purchase of "finance for local councils" was agreed.

**Action DD**

### **8.0. Planning**

#### **8.1. To consider planning application; 18/00373 Decoy Pond Farm.**

#### **8.2. To consider planning application; 18/00415 Wayside, Roughdown Lane.**

**Resolved: Planning comments on table below;**

18/00373	Decoy Pond, Beaulieu Road, Beaulieu, Brockenhurst. SO42-7YQ	Extension to the existing agricultural building, 4no. above ground rainwater tanks; hardstanding	12 July 2018	Comment 1 The council felt that permission should be granted based on conservation of water and reduction in run-off of affluent into Beaulieu River.
18/00415	Wayside, Roughdown Lane, Southampton. SO45-1XG	Replacement Outbuilding	11 July 2018	Comment 5

Chairman's signature:

Date : 03/09/18

**9.0. To discuss The Local Plan (outside the National Park).**

The addition of 2-3,000 houses will increase traffic on the Marchwood bypass and on smaller roads. The Pc has concerns of the increase in traffic volume and will submit a response outlining their concerns.

As a positive the development at Fawley could provide sustainability and a small village like community.

**Action DD/PR**

**10.0. To discuss the disposal of the filling cabinet.**

**Resolved:** The Parish Council agreed to the disposal of the filling cabinet.

**Action DD**

**11.0. To confirm Parish Council meeting dates for March and May 2019.**

Deferred to the next meeting.

**12.0. To discuss Verge cutting.**

Deferred to the next meeting.

**13.0. To discuss parking at Longdown activity Farm.**

Deferred to the next meeting.

**14.0. To discuss pot holes in the parish.**

Deferred to the next meeting.

**15.0. To discuss Broad band.**

Deferred to the next meeting.

**16.0. Items for inclusion on the next agenda. FOR INFORMATION ONLY**

None.

**17.0. To confirm the next meeting of Denny Lodge Parish Council.**

**Resolved:** Confirmed as Monday 3<sup>rd</sup> September at 7pm in Beaulieu Abbey Church Hall.

**18.0. to discuss an employee matter.**

**Resolved:** It was agreed that wages for the previous clerk for Feb/March should be paid, a breakdown of expenses for Feb/March is necessary before the PC can agree payment. The memory stick with the PC files on needs to be sent to the new Clerk.

PC agreed Margaret Gaylard will provide training for the new Clerk at the rate of £11 ph, up to 20 Hours total. Any further training needed will be discussed and to be agreed at future meetings.

Meeting closed at 9:10pm