

DENNY LODGE PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 3rd September 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

In attendance – Mrs D Drodge, Parish Clerk; Mrs M Gaylard, Trainer.

1.0. To accept apologies for absence

Cllr K Mans, Cllr J Horton, Cllr Batty.

2.0. Declaration of Interest in items on the agenda

None.

3.0. To confirm minutes of the parish meeting held on 2nd July 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

With the recent issues faced by the Council now proceeding towards a satisfactory resolution, the Council will be able to focus on priorities for the forthcoming period. In the short term, these are;

- Continue to ensure & improve regulatory compliance processes.
- Ensure the new Clerk is satisfactorily supported in their role.
- Ensure that operational issues (such as bank account information) are fully resolved.
- Ensure Council representation in consultations & consultation processes.
- Reviewing & commenting on planning applications.

I recognise that the new clerk has made good progress in getting to grips with procedural and regulatory requirements of the Council, and that this has been supported by experienced external resource. We should review requirements to continue support. In the longer term some recurrent issues continue to face the Council, such as broadband coverage, and reflecting the Parish's concerns to respective organisations. I appreciate that these issues take time to resolve, but am confident that with a period of stability these can be positively progressed.

6.0. To receive reports ALL FOR INFORMATION ONLY.

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

Chairman's signature:

Date : 05/11/18

County Councillor not present.

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

District Councillor not present.

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

No meeting. Next meeting mid-September.

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

No Meeting. Next meeting 06/09/2018 Cllr Roberts will attend.

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

No Meeting, next meeting 05/09/2018 Cllr Tilbury will attend.

6.6. To receive the clerk's report.

- The clerk has started training with Margaret Gaylard, training is progressing well.
- The clerk received another form from Lloyds Bank, which had been posted to a former clerk. The form needed names of Councillors to be removed and names of Councillors to be added as signatories. The form then needed to be signed and independently witnessed, Cllr Green signed and the form was witnessed and sent back to the bank.
- The clerk disposed of the filing cabinet as agreed at the last meeting.
- The clerk contacted the planning authority to request hard copies of planning applications for Denny Lodge to be sent in future, they have agreed they will do this.
- The clerk received via email the form from ACAS from Mrs Penna.
- The clerk sent a letter to Councillor Man's from Councillor Robert's on behalf of Denny Lodge Parish Council, expressing its support for the staggered junction at Ipley Cross road.
- The clerk sent a response to NFNPA on behalf of Denny Lodge Parish Council on managing recreation in the New Forest.

7.0. Finance

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

<i>Payee</i>	<i>Cheque Number</i>	<i>Item</i>	<i>Payment</i>
<u>Payments date 3/9/18</u>			
D Drodge	518	Salary	£474.24
D Drodge	519	Expenses	£745.83
M Gaylard	520	Training	£170.30
K Wright	521	Salary/ Expenses	£605.03
East Boldre School Fields	522	Hall Hire	£20.00
<u>Total to pay</u>			£2,015.40
<u>Receipts as at 3/9/18</u>			
None		<i>Detail</i>	<i>Amount</i>
<i>Bank reconciliation</i>			
<u>Balance as at date 3/9/18</u>			
Bank statement still unavailable			
<u>Net bank balance as at date</u>			
The net balances reconcile to the cash book for the year to date, as follows			
Opening balances			£5,866.47
Add receipts			£2,708.00
Less payments			-£1,850.81
Less uncleared cheques			£0.00
Total			£6,723.66

Resolved: Payments agreed as shown on the table and bank reconciliation noted. Due to difficulties with the bank mandate, there are still no available bank statements. Consideration will be given to changing the bank account if this is not resolved by the time of the next parish council meeting.

7.2. To approve annual accounts for 2017/18.

Resolved: The annual accounts approved and are available on the website.

7.3. To confirm the asset register.

Resolved: The asset register was confirmed. The Charles Arnold Baker book currently held by the Chairman to be added to the register and returned to the clerk. **Action DD/PB**

7.4. To discuss training.

Resolved: The Council agreed a further £200 for training.

8.0. Planning

No planning.

9.0. To confirm meeting dates for March and May 2019.

Resolved: Monday 4th March 2019 7pm at Beaulieu Abbey Church hall and Monday 13th May 2019 AGM 7pm followed by the Annual Parish Meeting 8pm at Beaulieu Abbey Church hall. **Action DD**

Chairman's signature:

Date : 05/11/18

10.0. To discuss Verge cutting.

Resolved: The verge has been attended to, the council will keep an open view on this.

11.0. To discuss parking at Longdown Activity Farm.

Resolved: After the meeting in March 2019 a letter to be sent out to Longdown, reminding them about parking as it is a particular problem at Easter **Action DD**

12.0. To discuss pot holes in the parish.

Resolved: A hyperlink to HCC to be put on the parish website. **Action DD**

13.0. To discuss broad band.

There has been no progress in the parish, obtain a copy of the presentation given in January 2018.

14.0. To discuss the clerk's probationary period.

Resolved: The probationary period has been fulfilled and was agreed the Clerk shall continue under contract, the Clerk is happy to continue but the contract will be reviewed by Cllr Tilbury. **Action AT**

It was confirmed that HMRC regulations do not allow a clerk to be self-employed.

15.0. Items for inclusion on the next agenda. FOR INFORMATION ONLY

Litter in the Parish. Discuss purchase of a shredder. Discuss purchase of a new mobile phone.

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

Resolved: Confirmed as Monday 5th November at 7pm in Beaulieu Abbey Church Hall.

Meeting closed at 8.45pm.