

**DENNY LODGE PARISH COUNCIL**

Minutes of the Parish Council meeting held on Monday 4<sup>th</sup> July 2016 at 7.00 pm in Beaulieu Abbey Church Hall.

**Present:**

Cllr A Tilbury - Vice Chairman (Chair for meeting)

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

In attendance – Cllr M Harris, District Councillor; Mrs K Penna, Parish Clerk.

**1.0. To accept apologies for absence**

Cllr P Roberts.

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

None.

**3.0. To confirm minutes of the meeting held on 16<sup>th</sup> May 2016**

The minutes were agreed by Council, proposed by Cllr Elcoate, seconded by Cllr Horton and duly signed by the Vice Chairman as a true record of the meeting.

**4.0. Public session**

No public participation.

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

Report read by clerk in Chairman's absence.

An internal audit was completed on 9<sup>th</sup> June 2016 by Eleanor Greene of Do The Numbers Ltd., with minor points for improvement and a very positive overall assessment. The report review specifically noted Mo Dawkins's good understanding of small council requirements. Thanks to both the outgoing and incoming Clerks for supporting this audit and the positive outcome. It is reassuring to receive an independent validation of processes for regulatory compliance.

Kim is currently drafting procedures required by the Council, which will be issued for review during coming months for adoption.

The Council's views regarding the Forestry Commission Inclosure Design Plan have been submitted for consideration. The feedback closure date has been extended to July, so feedback should be available by the next meeting.

The next period should be more settled for the Council and enable us to consider some of the more persistent or recurring issues which we face (such as broadband availability!), as well as achieving efficiencies from the website.

Chairman's signature:

Date :

**6.0. To receive reports**

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

Councillor Harris had come directly from a meeting in Beaulieu which was discussing parking issues in the village. He stated that some progress had been made on the matter. He then went on to give the following updates.

New Forest District Council are currently drawing up plans for extra housing in the New Forest. They are looking to achieve around 10,000 new houses around the outside of the National Park. If councils do not propose a suitable plan, the Government will impose its own plan. The National Park is also being pressured to try and find some areas for new housing.

Cllr Harris thanked Denny Lodge for their input into the Forestry Commission Inclosure Consultation. He had raised the fact that in light of the plan for increased housing it is important to maintain the trees for the production of oxygen and to maintain a pleasant environment.

Cllr Harris told the meeting that following the referendum, talk of Devolution seemed to have been placed on the back burner.

Cllr Tilbury asked about the number of new houses which would be expected to be provided in the National Park area. Cllr Harris said there was no specific number but that there had been a call for those in the area to offer sites for housing. Cllr Batty asked whether the council takes advice on the increased infrastructure required for the new houses. Cllr Harris said that the new housing will be funded through the private sector and the councils will fulfil their responsibilities accordingly. Education of course is funded through Central Government.

**6.2. To receive a report on the New Forest Consultative Panel meeting – attended by Cllr Batty.**

The main agenda item was the Forest Design Plan for which Bruce Rothenie gave a presentation. The commercial issues which may arise were raised by attendees at the meeting. Ian Miller from the Environment Agency gave a presentation on flood risk. The link for the meeting can be found at -

[www.newforestnpa.gov.uk/meetings/meeting/377/new\\_forest\\_consultative\\_panel](http://www.newforestnpa.gov.uk/meetings/meeting/377/new_forest_consultative_panel)

**6.3. To receive a report on the Verderers' meeting – attended by Cllr Tilbury.**

The ongoing complaint of the Linwood traffic was raised. There were three animal accidents in May. Bruce Rothenie gave a presentation on the New Forest Design Plan.

Cllr Tilbury will be unable to attend the Verderers' meeting on the 20<sup>th</sup> July. The clerk will attend instead.

**ACTION KP**

**6.4. To receive the clerk's report and information received.**

**6.4.1.** The clerk has been emailing councillors from the new official email address. It seems that some of the email addresses on the council contact list are not correct. If you have not been receiving council emails please check the contact list and add your correct email address.

**6.4.2.** The clerk attended the NFNPA Planning Policy and Local Plan training in Lyndhurst last month along with Cllr Tilbury. It was a very interesting session and explained well policies themselves and the process of reviewing them.

**6.4.3.** The clerk has made some changes to some of the Denny Lodge Parish Council documents and also managed to look through most of the filed documents. She would like reiterate if there is anything which has been changed which councillors are not happy with please let her know.

Chairman's signature:

Date :

**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; proposed by Cllr Gover and seconded by Cllr Batty.

Payee	Cheque No	Item	Payment
<b>Payments 04/07/16</b>			
K Penna(Paid K Wright)	000456	Salary Jun/July	£469.50
K Penna(Paid K Wright)	100457	Expenses	£64.62
East Boldre Parish Council	100458	Training	£25.00
Do the Numbers LTD	100459	Internal audit	£155.00
SLCC	100460	Membership shared	£59.05
Miss A Tilbury	100461	Expenses	£40.00
East Boldre Parish Council	100462	Computer June/July	£16.00
Advertiser&Times	100463	APM advert	£32.40
<b>Total to pay</b>			<b>£861.57</b>
<b>Receipts as at 29/06/16</b>			
<b>Source</b>		<b>Detail</b>	<b>Amount</b>
M Dawkins		Computer	£50.00
<b>Total income</b>			<b>£50.00</b>
<b>Bank Reconciliation</b>			
<b>Balance as at 06/06/16</b>			
Lloyds bank			£4,179.46
<b>Total</b>			<b>£4,179.46</b>
<b>Net bank balance as at 06/06/16</b>			
The net balances reconcile to the cash book for the year 2016/17 to date, as follows			
Opening balances	3,490.01		
Add receipts	2,616.00		
Less payments	2089.55		
Less unclear cheque	163.00		
<b>Total</b>			<b>£4,179.46</b>

**7.2. To receive Internal Audit.**

The internal audit was considered to be a good report for the council. The areas highlighted have been duly noted and action will be taken. The report is attached to the back of these minutes.

**ACTION KP**

**7.3. To receive the quarterly budget.**

The budget was noted as running to schedule and it was hoped there would be an opportunity to build the reserves up slightly by the end of the financial year. The budget is attached to the back of these minutes.

**7.4. To receive an update on the bank account signatories mandate.**

The clerk had finally been able to discuss the matter with a representative of Lloyds bank. The correct forms have now been accessed and the clerk was advised that not all councillors need be signatories of the bank account. The clerk has given the councillors concerned the form they will need to take to the bank together with their identification. Being the only current signatory, Cllr Green was requested to sign a letter of consent for the previous signatories to be removed from the account.

**ACTION KP/PR/AT/EE/VB**

Chairman's signature:

Date :

## 8.0. Planning.

### 8.1. To consider planning applications 16/00422 Siting of a mobile home 16/00458 Little Moonhills.

**Resolved:** Planning application resolved as shown on the schedule below.

16/00422	PART PARCEL O.S 1990, LYNDHURST ROAD, BEAULIEU, SO42 7YP	Siting of mobile home for construction of previously agreed application.	Comment 1 with the assurance that a time limit will be put on the siting.
16/00458	LITTLE MOONHILLS, EXBURY ROAD, BEAULIEU, BROCKENHURST, SO42 7YS	Replacement outbuilding	Comment 5.

### 9.0. To receive an update on the previous parking issues at Longdown Dairy Farm.

This item was discussed at the last parish council meeting but the communication from the proprietor of Longdown Dairy Farm had not been received in time to be read at the meeting. The communication stated that the parking issues had arisen due to the flooding of one of the fields used for parking by visitors to the farm. The proprietor was aware that there was an issue with parking when such circumstances arise and has been in communication with Hampshire County Council to try and resolve the problem and prevent it from arising again.

### 10.0. To discuss agenda sitings.

Now that the website is up and running it was felt it would be acceptable to advertise the agendas on there, only due to the costs and difficulties in putting them up in the parish.

**Resolved:** The clerk will write a short article which will be placed in the Advertiser&Times and other local newsletters. The article will highlight the new website and that the agendas will only be available on there from November 2016. The clerk will forward the article to councillors for their views before placing. Proposed by Cllr Green and seconded by Cllr Gover.

**ACTION KP**

### 11.0. To discuss railings on the bridge at Beaulieu Road.

Councillor Tilbury had established that these railings are the responsibility of Network Rail. She contacted them as it was felt that the railings were in need of painting as they appear very tatty. Network Rail took the complaint and issued Cllr Tilbury with a reference number but did inform her that finding money in their budget could be an issue.

**Resolved:** Councillor Tilbury will inform the council on the progress of the complaint.

### 12.0. To discuss the placing of plastic barriers at Ipley Cross Road.

Plastic barriers had been placed at Ipley Cross Road due to a collapsed culvert. The barriers had been left there for some time and had been causing problems as they had fallen down and were often lying in the road. The clerk contacted the Forestry Commission who said the barriers were the responsibility of Hampshire County Council and that they too had requested the barriers be removed. The clerk has contacted the council through their 'Report a problem' application on their website.

**Resolved:** The clerk will write to HCC about the issue and update the council on the progress of the complaint.

**ACTION KP**

At this point Cllr Tilbury raised the issue of the amount of what she believed to be Common Hogweed growing in many of the ditches in the parish. This is an invasive plant but it was uncertain who was responsible for its removal. Cllr Tilbury and Cllr Green will make

Chairman's signature:

Date :

enquiries into this matter for the next meeting.

**ACTION AT/JG**

**13.0. To adopt Data Protection Policy; Freedom of Information policy; Grant Awarding policy; Health and Safety policy and Planning policy.**

**Resolved:** Policies all adopted en bloc. Proposed by Cllr Batty and seconded by Cllr Elcoate.

**14.0. Items for inclusion on the next agenda.**

**Resolved:** Common Hogweed; Update on Inclosure plan; Railings at Beaulieu Road; Plastic barriers at Ipley Cross.

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

Confirmed as Monday 5<sup>th</sup> September 2016 at 7.00 pm in Beaulieu Abbey Church Hall.

Meeting closed at 8.25pm.

Chairman's signature:

Date :