



BREAMORE PARISH COUNCIL

Clerk to the Council: Victoria Eden
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Minutes of the Meeting of BREAMORE PARISH COUNCIL Held in Hulse Hall on Monday 4th December 2017 at 7.30pm

1. **PRESENT:** Cllr Lynne Aggas in the Chair, Cllrs Peter Turner (arrived at 7.32pm), Paul Harling and Hilary Bowen with Vicky Eden (Clerk), County/District Cllr Edward Heron (arrived at 7.32pm and left at 8.30pm) and Dennis White (arrived at 7.48pm and left at 7.52pm) in attendance.
2. **APOLOGIES:** Received from Cllrs Michael Hulse, Simon Cain and Stefanie Lynne Heyck.
3. **DECLARATIONS OF INTEREST:** Cllr Harling in relation to EN/17/0405 Old Forge Cottage, Salisbury Road, SP6 2EA
4. **MINUTES** of the meetings held on 2nd October 2017 and 16th October 2017, It was proposed and seconded and, following an unanimous vote, therefore **RESOLVED** that the minutes of the meetings held on 2nd October 2017 and 16th October 2017 be signed as a true record.

The Chairman then moved forward an item on the agenda to bring an item of correspondence to the members' attention.

5. **CORRESPONDENCE:** The Chairman read out a letter of resignation from Parish Councillor Stefanie Lynne Heyck and this was accepted by the Parish Council. The members wished to record their thanks to Cllr Lynne Heyck for all her work as both vice chairman and parish councillor. The Clerk will now contact NFDC to begin the process for filling a casual vacancy.
Responsibilities previously undertaken by Cllr Lynne Heyck were then considered and it was agreed to look to appoint a vice chairman at the next annual parish council meeting in 2018. A new bank signatory to be considered at a future meeting.
6. **MATTERS ARISING:**
 - a. **Parish Council Stationery:** Letter template presented to and accepted by the council
 - b. **Signage on Marsh:** Wording approved by the Breamore estate and signage now on order.
 - c. **Transparency Fund Application** - £900 received on 27th October 2017 and Clerk to purchase suitable IT equipment
 - d. **Parish Council Email Addresses** – Migration date for HCC emails to Office 365 to take place 9/19 December 2017 and following this date, it is hoped that gov.uk email addresses can be set up for each parish councillor.
 - e. **Pensions Regulator:** The Clerk advised that the staging date for Breamore Parish Council is 1st February 2018 and will advise members when action is required.

7. **PUBLIC PARTICIPATION:** Retiring Hulse Hall Chairman's Report – Dennis White gave a short report prior to standing down as Chairman. Unfortunately the new incumbent chairman would no longer be taking over and had stepped down from the committee. A secretary and treasurer are in place for 2018 but the search for a chairman would be revisited at the January meeting of Hulse Hall Committee.
Dennis advised that over the previous five years much has been achieved with a strong committee being in place, improved finances and increased bookings. The parish council was thanked for all its support. However there had been some recent email exchanges, resulting with some members considering their places on the Hulse Hall committee and future actions will have a bearing on decisions to be made. Cllr Turner's resignation was verbally accepted and Dennis advised his personal sadness that this was not the handover that he would have liked.

Cllr Aggas thanked Dennis White for his report and for all his work as Chairman of Hulse Hall Committee.

8. **REPORT BY COUNTY COUNCILLOR:** County Cllr Heron gave a further update in relation to the Hampshire County Council (HCC) budget considerations for the financial years 2019-2020 and 2020-2021. The following areas are currently being researched to see if they can be more cost effective: community transport, school crossing patrols and recycling centres. There are no plans for any library closures at the present time although the situation will continue to be monitored. Social care remains a major concern and communities are being encouraged to initiate action where they can. The new highways contractor is currently working through the backlog of concerns reported. At the present time, it was also confirmed that HCC is not looking for parish councils to contribute to the parish lengthsman scheme, although this may be reviewed in the future.

9. **PLANNING MATTERS:**

- a. **Planning Applications Received:** No new applications were received for consideration at this meeting although the Clerk is to chase when she will be formally notified of cases that are currently reflected online, including a retrospective planning application that is in progress following an enforcement investigation. These matters will be added to the agenda of the January meeting.

b. **Tree Apps:**

- i. CONS/17/1069 - North Street Farm, North Street, SP6 2DG - Prune 1 x Eucalyptus tree; Prune 1 x Bay tree; Prune 2 x Silver Birch trees; Prune 2 x Oak trees – Comments deadline – 05.12.2017
- ii. CONS/17/1123 - Capscore Cottage, The Marsh, Breamore, SP6 2EF - Fell 4 x Cypress trees, Fell 1 x Conifer tree, Fell 1 x group of Conifer trees, Prune 1 x group of mixed species trees to form hedge – Comments deadline - 18.12.2017;
- iii. CONS/17/1128 - Breamore House, Upper Street, Breamore, SP6 2DF - Fell 1 x Eucalyptus tree – Comments deadline 19.12.2017;
- iv. CONS/17/1129 - Breamore Church Of England Primary School, The Marsh, Breamore, SP6 2EF - Prune 2 x Crack Willow trees – Comments deadline 19.12.2017
- v. CONS/17/1147 - Merryfields, Salisbury Road, Breamore, Fordingbridge, SP6 2EA - Prune 3 x Cypress trees - Comments deadline 26.12.2017

After a short discussion, the members agreed that to leave decisions to the tree officer in relation to these applications.

c. **Other Planning Matters and Decisions:**

EN/17/0405 Old Forge Cottage, Salisbury Road, SP6 2EA – This is ongoing and will be added to the next agenda (as above)

Should villagers have concerns about possible breaches of planning control within the village, they should report their concerns online to NFDC:

<http://www.newforest.gov.uk/article/13705/Enforcement>

10. **ROADS AND DITCHES:** Clerk has had a meeting with Bob Brown, Hampshire Highways and reported the following concerns.

- Obstruction of A338 Designated Highway Running from slip road between The Old Pine Shop & Priory View - HCC is in the process of writing to the relevant residents about the chimney pots outside Kilford House and Old Forge Cottage. Highways also confirmed that the homeowner has been contacted in relation to the logs on the verge by Roberts Cottage on Pound Hill.

- The protective post adjacent to Breamore Bridge has been knocked over again. It has been loosely reinstalled - but it will go again as it currently stands.
- The cutting of verges/vegetation along the main road is the County Council's responsibility although different parts may be cut at varying times throughout the year (depending whether annual cuts, sight lines or RVEI). Any concerns in relation to visibility/safety should be reported online as and when necessary.
- The verges near the bus stops leading out of Breamore will be monitored regularly (as an A road, this is checked once a month) so that visibility is good for motorists. HCC has written to homeowner near the bus stop by the Old Stores to highlight that vegetation must be cut back and not just trimmed.
- HCC will flail down the road to Breamore from Woodgreen (cattle grid to iron bridge) and from The Old Diary Cottage towards Fordingbridge to improve both pedestrian walking and motorist visibility. This was highlighted as a major concern as it was agreed that certain sections had not been maintained by the county council and, as a result, motorists visibility is reduced and pedestrians are vulnerable. At present, it has been noted that vegetation is currently dying back.
- Some potholes have been reported on the road leading up to Breamore church.
- The bend on Steeple Lane is to be monitored.
- Topps Lane farm entrance is to be monitored as there may be future problems.
- Some flooding is occurring in Flood Street and it has been noted that it is the adjacent landowners responsibility to undertake ditch works. HCC have advised that a letter will be sent to the landowner.

The Clerk has also reported the issue of double lines (to stop overtaking) into the village and the damaged chevrons near the Chardfords.

Parishioners are reminded to report any concerns in relation to Highways online via the HCC website at <http://www3.hants.gov.uk/roadproblems> or contact Clerk.

11. HEDGES AND FOOTPATHS:

- a) Concern in relation to ponies in field – Correspondence received advising that some horses appeared aggressive near a public right of way. Resident informally advised to contact landowner directly although the matter may also be reported online (see address below) and to Waymark.
- b) Cutting lists – It was considered that the paths on the current list should remain on the Cutting List schedule for 2018. Clerk to advise HCC by 1st February 2018 deadline.

Parishioners are reminded to report any concerns in relation to Rights of Ways online via the HCC website at <https://www.hants.gov.uk/landplanningandenvironment/rightsofway/reportaproblem> or contact Clerk.

12. PARISH LENGTHSMAN – Cllr Aggas provided an update following the Parish Lengthsman's last visit to the village on 20th November 2017, although it was noted that she had not been contacted directly on the day. Tasks undertaken included: trimming of vegetation on footpaths; checking culverts; litter picking; cutting back encroaching grass on footpaths and the investigation in relation to cutting out slots from areas where water is not draining away (i.e. Wally Hill).

It was noted that a volunteer in the village is happy to maintain the bus stop in the village and this task will only be undertaken by the parish lengthsman when necessary.

Brambles continue to be problematic and will remain on future lists, together with the regular maintenance of vegetation by village gateway.

Members were reminded to forward any further new tasks to the Clerk prior to next visit. It was also noted that HCC send a list of problems to Fordingbridge Town Council in relation to footpaths and the parish lengthsman is used accordingly.

13. MEETING DATES: These were presented to and approved by the council, although may be subject to change. Any changes will be reflected on the parish noticeboard and website: www.breamore.gov.uk. The proposed dates are as follows:

8th January 2018; 5th March 2018; 9th April 2018 – Annual Parish Meeting;
 14th May 2018 – Parish Council Annual Meeting; 2nd July 2018; 3rd September 2018;
 5th November 2018

14. PREVIOUS CLERK’S CERTIFICATE OF SERVICE: Certificate presented to the council and agreed to be hand delivered to previous clerk, once news section on website had been updated.

15. STANDING ORDERS: Standing orders had been read by the council and were formally approved.

16. FINANCIAL REGULATIONS: The Clerk presented draft Financial Regulations to the members for consideration prior to approval at the next parish council meeting.

17. TRAINING: HALC training calendar 2018 was presented to the members. The Parish Council **RESOLVED** that the Clerk could attend training in respect of Minute Taking on 31st January 2018 (£40 Plus VAT) and HALC’s Officer’s Update on 20th February 2018 (£40 plus VAT) - these costs (and associated travelling expenses) will be shared with the other parish councils that employ her. The Clerk will also attend the General Data Protection Regulations training organised by NFDC on 12th December 2017 in Lyndhurst and the Parishes Autumn workshop organised by HCC on 13th December 2017 in Winchester and travel expenses will be claimed back accordingly. Clerk advised that model employment contracts are currently being rewritten due to GDPR changes and would research suitable training in due course.

18. CORRESPONDENCE: The Clerk presented an overview of correspondence (Appendix 1) to councillors. All significant emails to be forwarded to parish councillors by email. Consultation periods were highlighted and attention was drawn to the following items:

11.10.2017	Email	HCC	HOLD THE DATE - PARISHES AUTUMN WORKSHOP	13.12.2017
24.10.2017	Email	NFNPA	New Forest NPA Local Plan Review update	
29.11.2017	Email	HCC	Hulse Hall Watercourses / A338 Culverts - Survey work - Urgent	

19. FINANCIAL REPORT: Up to date Financial Statement forwarded to the Council (Appendix 2) by the Clerk.

a. **Income:** Transparency Application - £900

b. **Expenditure:**

Invoices preauthorised at previous meeting and cheques signed - Communicorp – £76.56; SLCC (SLCC Roadshow 01/11/2017) - £27.60;

c. It was proposed and seconded and, following an unanimous vote, therefore **RESOLVED** that the following cheques were written and signed accordingly:

Cheque No	Payee	Details	TOTAL COST
393	Victoria Eden	Clerk's Salary – October and November 2017 (£259.97) & working from home allowance (£20)	£279.97
394	SLCC	Annual Membership Renewal	£38.33

Budget 2018-2019, Precept and Grant Aid Requests: This was presented to and received by the Council and will be formally approved at the January meeting.

20. REPORTS OF PARISH COUNCIL REPRESENTATIVES

Police Liaison – Nil to report although it was agreed for dates detailing when Hampshire Police visit Woodgreen Village Shop to be reflected on website, parish magazine and noticeboard

Hulse Hall – Cllr Bowen provided a short report further to the retiring chairman’s report. Much maintenance work now complete and next brunch to be held on 27th January 2018.

Cllr Turner advised that he had decided to resign from Hulse Hall Committee (with two parish councillors still remaining on the committee). Clerk to research relationship between Hulse Hall committee and the parish council via the deeds and report back in due course.

NF Consultative Panel – Next meeting to be held on 7th December 2017

NW Quadrant Meeting – Last meeting date was 23rd October 2017 and new date yet to be forwarded

AONB – Due to absence of Cllr Hulse, nil to report.

NFALC – Next meeting to be held on 18th January 2018 and Clerk hopes to attend.

Rook, Dodington and Johnson Charities – Nil to report but will be added to the agenda for the parish assembly. John Forshaw to update parish council in relation to educational grants

Flood Warden Report - It was agreed for the report of the flood warden to be added to this section.

21. MATTERS TO BE RAISED ON NEXT AGENDA: Update on casual vacancy; Financial Regulations; Approval of budget and precept request; Speakers for annual parish assembly; Draft risk assessment; Breamore stocks

22. DATE OF NEXT MEETING – Monday 8th January 2018 at 7.30pm in Hulse Hall

There being no further business the Chairman closed the meeting at 9.18pm

Minutes, including appendices and other documentation, can also be found on our website:

www.breamore.gov.uk

These are draft minutes until approved at the next meeting

Appendix 1 - Correspondence 03.10.2017 - 04.12.2017

Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
1	03.10.2017	Email	NFNPA	WECA Steering Group 11 September 2017 - meeting notes	13.11.2017
2	03.10.2017	Email	HALC	Policy Update - October 2017	
3	03.10.2017	Email	NFDC	New Forest District Council's Ringwood Health and Leisure centre reopened by Gordon Brittas	
4	04.10.2017	Email	NFDC	New Forest District Council: Council's Housing Strategy aims to improve availability of genuinely affordable homes	
5	04.10.2017	Email	AONB	News round up from Cranborne Chase AONB (October 2017)	

Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
6	04.10.2017	Email	NFNPA	New Forest National Park Authority Meeting	12.10.2017
7	05.10.2017	Email	NFNPA	New Forest National park welcome home leaflets	
8	05.10.2017	Email	NFDC	Grants Still Available for Businesses in Rural New Forest & Surrounding Parishes	
9	05.10.2017	Email	NFALC	NFALC Agenda - 19.10.17	
10	05.10.2017	Email	ICO	Latest news from the ICO	
11	06.10.2017	Email	HALC	HALC E-Update October 2017	
12	06.10.2017	Email	NFNPA	PLANNING DEVELOPMENT CONTROL COMMITTEE MEETING OF THE NEW FOREST NATIONAL PARK AUTHORITY	17.10.2017
13	06.10.2017	Email	NFDC - Planning	Preliminary Briefing - Planning Application 17/11320 (Breamore)	
14	09.10.2017	Email	HALC	Amendment to HALC October E-update	
15	09.10.2017	Email	NFDC	Bangladeshi officials visit New Forest District Council's beach huts	
16	10.10.2017	Email	NFNPA	Date of the next NW Quadrant Meeting	23.10.2017
17	10.10.2017	Email	Fordingbridge Rotary	Fordingbridge Quiz Night	17.11.2017
18	11.10.2017	Email	HCC	HOLD THE DATE - PARISHES AUTUMN WORKSHOP	13.12.2017
19	11.10.2017	Email	NFDC	Jellyfish warning signs being removed	
20	11.10.2017	Email	HALC	Update re application to the Transparency Fund	
21	11.10.2017	Email	HALC	Hampshire Association of Local Councils 70th Annual General Meeting - Saturday 4th November 2017 - Thornden School, Chandlers Ford, SO53 2DW	
22	12.10.2017	Email	CommuniCorp	Certificate for Previous Clerk - Breamore Parish Council	
23	12.10.2017	Email	The Conservation Volunteers	Ponds, woods and training courses	
24	13.10.2017	Email	HALC	NALC Policy Motions	
25	13.10.2017	Email	NFDC	Forward Plan - November 2017	
26	16.10.2017	Email	Marketing Email	Trespasser & Horse Removal Specialists	
27	17.10.2017	Email	NFALC	REMINDER - NFALC Meeting at Lyndhurst - 19.10.17	

Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
28	17.10.2017	Email	NFNPA	Agenda for the NW Quadrant – 23/10/17	
29	17.10.2017	Email	HALC	Hampshire Association of Local Council 70th Anniversary Press Release	
30	17.10.2017	Email	HALC	Continuing Problems with the Standards Regime	
31	17.10.2017	Email	HALC	Motion to be considered at the Hampshire ALC AGM	
32	19.10.2017	Email	Pensions Regulator	Automatic enrolment pension contributions - how are you affected by the increases?	
33	20.10.2017	Email	HCC	Agenda - Parishes Autumn Briefing - 13th December 2017	
34	20.10.2017	Email	Breamore Resident	Hulse Hall Watercourses	
35	23.10.2017	Email	NFDC	Rural Affordable Housing delivery	
36	24.10.2017	Email	NFNPA	NFNPA Local Plan Review update	
37	30.10.2017	Email	HALC	Policy Update	
38	31.10.2017	Email	HCC	News for Local Councils	
39	01.11.2017	Email	HALC	Age Concern Village Agents	
40	01.11.2017	Email	NFDC	Protocol on Death of a Senior Royal	
41	01.11.2017	Email	NFDC	General Data Protection Regulation (GDPR) - Training	12.12.2017
42	02.11.2017	Email	NFNPA	Western Escarpment Conservation Area Steering Group meeting - 13 November 2017, Fordingbridge	
43	02.11.2017	Email	ICO	Latest news from the ICO	
44	03.11.2017	Email	Downton Link	Downton Link AGM	10.11.2017
45	03.11.2017	Email	HALC	HALC E-Update November 2017	
46	06.11.2017	Email	Wiltshire Council	Help shape Wiltshire's plans to 2036: Wiltshire Local Plan Review	
47	06.11.2017	Email	NFDC	NFDC representation at Remembrance services	
48	07.11.2017	Email	NFNPA	Chairmanship Letter - Consultative Panel	
49	09.11.2017	Email	NFNPA	Consultative Panel Chairmanship	01.03.2018
50	09.11.2017	Email	HALC	CALL FOR NOMINATIONS - Direct Elections to NALC Smaller Councils' Committee	23.11.2017
51	09.11.2017	Email	NFNPA - Treeworks	CONS/17/1069 - North Street Farm, North Street, Breamore, SP6 2DG - Prune 1 x Eucalyptus tree, Prune 1 x Bay tree, Prune 2 x Silver Birch trees, Prune 2 x Oak trees	05.12.2017

Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
52	10.11.2017	Email	NFNPA	PLANNING DEVELOPMENT CONTROL COMMITTEE MEETING OF THE NFNPA	21.11.2017
53	11.11.2017	Email	Breamore PC	Horse Problem	
54	13.11.2017	Email	NFDC	Shining a light on local government: New Forest District Council is taking part in #OurDay	21.11.2017
55	14.11.2017	Email	NFNPA - Treeworks	FAO Tree Wardens - FW: Invitation to Charter Pole Event	25.11.2017
56	15.11.2017	Email	NFDC	Forward Plan - December 2017	
57	15.11.2017	Email	NFDC	Precept Request 2018-2019	
58	16.11.2017	Email	HALC	Parish Council IT Health Survey	
59	17.11.2017	Email	NFDC - Planning	EN/17/0405 OLD FORGE COTTAGE, SALISBURY ROAD, BREAMORE, SP6 2EA	
60	17.11.2017	Email	HALC	Police and Crime Panel - Call for evidence	13.12.2017
61	17.11.2017	Email	NFDC	NFDC create new guide for aspiring local businesses	
62	20.11.2017	Email	Salisbury Museum	The Salisbury Museum is going potty!	
63	20.11.2017	Email	NFDC	gov.uk email addresses for parish councillors	
64	20.11.2017	Email	SAAA	Notification of external auditor appointments for the 2017-18 financial year	
65	21.11.2017	Email	HCC	Rights of Way Vegetation Priority cutting lists 2018	01.02.2018
66	21.11.2017	Email	NFNPA - Treeworks	CONS/17/1123 - Capscore Cottage, The Marsh, SP6 2EF - Fell 4 x Cypress trees, Fell 1 x Conifer tree, Fell 1 x group of Conifer trees, Prune 1 x group of mixed species trees to form hedge	18.12.2017
67	21.11.2017	Email	SLCC	Your SLCC Membership Renewal Notice	01.01.2018
68	21.11.2017	Email	Breamore Resident	THE OLD FORGE, BREAMORE, SP6 2EA	
69	22.11.2017	Email	NFNPA - Treeworks	CONS/17/1128 - Breamore House, Upper Street, Breamore, SP6 2DF - Fell 1 x Eucalyptus tree	19.12.2017
70	22.11.2017	Email	HALC	Funding Update - Waste Prevention Grants	
71	22.11.2017	Email	NFNPA - Treeworks	CONS/17/1129 - Breamore Church Of England Primary School, The Marsh, Breamore, SP6 2EF - Prune 2 x Crack Willow trees	19.12.2017

Ref.	Date Received	Delivery Method	Received From	Details	Meeting date / Deadline / Consultation Period
72	22.11.2017	Email	Hulse Hall Committee	Hulse Hall Minutes	
73	23.11.2017	Email	Age Concern	VILLAGE AGENT	
74	23.11.2017	Email	Downton Link	AGM minutes and general update	
75	24.11.2017	Email	WECASG	Draft WECA Steering Group minutes	
76	24.11.2017	Email	HCC	Your Hampshire	
77	26.11.2017	Email	OU	Support for HomeStart New Forest	
78	27.11.2017	Email	NFNPA	Consultative Panel Agenda	07.12.2017
81	28.11.2017	Email	Hampshire Highways	Important Information Regarding the Hampshire County Council's Hanging Basket Process	
82	28.11.2017	Email	Fordingbridge Town Council	BPC - Parish Lengthsman information	
84	28.11.2017	Email	NFDC	NFDC is looking for private landlords to work with	
85	28.11.2017	Email	NFALC	NFALC Minutes - 19.10.17	
86	29.11.2017	Email	HCC	Hulse Hall Watercourses / A338 Culverts - Survey work - Urgent	
87	30.11.2017	Email	NFDC	Tri-cycle win for local business at New Forest Business Partnership Awards 2018	
88	30.11.2017	Email	NFNPA - Treeworks	CONS/17/1147 - Merryfields, Salisbury Road, Breamore, Fordingbridge, SP6 2EA - Prune 3 x Cypress trees	26.12.2017
89	01.12.2017	Email	HCC	@Mail Replacement Project - migration date confirmation.	
90	01.12.2017	Email	NFDC - Planning	Decision on Planning Application 17/11320 - CHERRY TREE COTTAGE, THE MARSH, BREAMORE SP6 2EJ - Extension to existing outbuilding to provide car port; gravel turning area - Granted Subject to Conditions	

Breamore Parish Council

Financial Statement Prepared for Meeting dated 4th December 2017

Total all balances : £9,183.54

Balances as at :

Bank of Ireland Account	Consols
£9,071.74	£111.80

Payments since last meeting
date :

2-Oct-2017

Cheque No	Payee	Details	TOTAL COST
388	Victoria Eden	Clerk's Salary - August and September 2017 (£259.97) & working from home allowance (£20)	£279.97
389	ICO	Data Protection Registration	£35.00
390	Lynne Aggas	NFALC Meeting Travelling Expenses - 27 miles at 45p per mile	£12.15
391	Hulse Hall	Annual Donation	£500.00
392	SLCC	Roadshow 01/11/2017	£27.60
393	CommuniCorp	Previous clerk's certificate of service	£76.56

Items for payment

Cheque No	Payee	Details	TOTAL COST
394	Victoria Eden	Clerk's Salary - October and November 2017 (£259.97) & working from home allowance (£20)	£279.97
395	SLCC	Membership renewal	£38.33

Receipts since last meeting date

2-Oct-2017

Date	Received From	Details	
27/10/2017	NALC	Transparency Fund	£900.00