



# BREAMORE PARISH COUNCIL

Clerk to the Council: Victoria Eden  
24 Lyster Road, Fordingbridge, Hampshire SP6 1QY  
Tel: 01425 655707  
Email: parish.clerk@breamore.gov.uk  
Website: www.breamore.gov.uk

## Minutes of the Meeting of BREAMORE PARISH COUNCIL Held in Hulse Hall on Monday 8<sup>th</sup> January 2018 at 7.30pm

- 18.1 PRESENT:** Cllr Lynne Aggas in the Chair, Cllrs Peter Turner, Paul Harling, Michael Hulse, Simon Cain and Hilary Bowen with Vicky Eden (Clerk) in attendance.
- 18.2 APOLOGIES:** No apologies received
- 18.3 DECLARATIONS OF INTEREST:** Cllr Harling in relation to 17/11583, 17/11584 and EN/17/0405 Old Forge Cottage, Salisbury Road, SP6 2EA and 17/11540 Old Forge, Salisbury Road, SP6 2EA
- 18.4 MINUTES** of the meeting held on 4<sup>th</sup> December 2017. It was proposed and seconded and, following an unanimous vote, therefore **RESOLVED** that the minutes of the meeting held on 4<sup>th</sup> December 2017 be signed as a true record.
- 18.5 MATTERS ARISING:**
- a. **Signage on Marsh:** The signage is now ready to be collected, once payment authorised.
  - b. **IT Equipment:** Clerk liaised with the IT NFDC team on 12<sup>th</sup> December 2017 but felt that the level of specification advised was not necessary for the work she undertakes on behalf of the parish council. The members agreed that she should buy a laptop, Microsoft Office and antivirus software up to a cost of £500 (exclusive of VAT), as per the Transparency Code grant, and then begin the transparency code project prior to the end of the financial year
  - c. **Parish Council Email Addresses:** The migration of Hampshire County Council (HCC) emails to Office 365 took place 9/10 December 2017 but Breamore.gov.uk was not included at this time. Clerk to chase and ensure correct emails in place prior to next meeting on 5<sup>th</sup> March 2018.
  - d. **GDPR:** The Clerk attended training on 12<sup>th</sup> December 2017. NFDC advised that parish councils should look to appoint a Data Protection Officer prior to 25<sup>th</sup> May 2018. Further guidance to be received from HALC shortly and Clerk will update members accordingly.
  - e. **Hulse Hall:** See item 18.18 a
- 18.6 PUBLIC PARTICIPATION:** No members of the public were present.
- 18.7 REPORT BY COUNTY COUNCILLOR:** County Cllr Heron was not present.
- 18.8 UPDATE ON CASUAL VACANCY:** Notice of Vacancy has now expired and NFDC has confirmed that, as they have not received any requests from electors for an election to take place, the parish council should now co-opt a member to serve on the Council. The co-option should be made as soon as practicable. Poster advertising role is to go on noticeboard shortly with a deadline of 22nd February 2018. This is to allow applicants enough time to find out about parish council activities. The matter will therefore be considered at the March meeting. To date, one applicant has expressed an interest.
- 18.9 PLANNING MATTERS:**
- a) **Planning Applications Received:**

APPLICATION NO: 17/11540

TYPE: Listed Building Alteration

SITE: OLD FORGE, SALISBURY ROAD, BREAMORE SP6 2EA

DESCRIPTION: Remove internal stud wall; block up door; remove timber staircase replace with antique spiral staircase (Application for Listed Building Consent)

After a short discussion, the parish council **RESOLVED** the following in relation to the above planning application:

**PAR 5.** We are happy to accept the decision reached by the District Council's Officers under their delegated powers as neither the partition nor staircase are historic.

APPLICATION NO: 17/11583

TYPE: Full Planning Permission

SITE: OLD FORGE COTTAGE, SALISBURY ROAD, BREAMORE SP6 2EA

DESCRIPTION: Outbuilding (Retrospective); gates

APPLICATION NO: 17/11584

TYPE: Listed Building Alteration

SITE: OLD FORGE COTTAGE, SALISBURY ROAD, BREAMORE SP6 2EA

DESCRIPTION: Outbuilding (Retrospective); gates (Application for Listed Building Consent)

After a short discussion, the parish council **RESOLVED** the following in relation to the above planning application and application for Listed Building Consent:

**PAR 5.** We are happy to accept the decision reached by the District Council's Officers under their delegated powers but do object to the gate being replaced in a different material to the original one that was taken down.

**b) Tree Apps:** CONS/17/1147 – Merryfields, Salisbury Road, SP6 2EA – Prune 3 x Cypress trees. As per meeting on 4<sup>th</sup> December 2017, the members agreed that to leave decision to the tree officer in relation to this application.

**c) Other Planning Matters and Decisions:** EN/17/0405 Old Forge Cottage, Salisbury Road, SP6 2EA – As two planning applications for this property (Refs: 17/11583 and 17/11584) have been submitted and validated and as all the planning breaches for this case have been addressed within them, the breaches of planning control can now be assessed. The Planning Department at NFDC has therefore closed the file on this case.

Should villagers have concerns about possible future 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:** The Clerk confirmed that she has again asked Hampshire Highways about the possibility of double lines (to stop overtaking) into the village and reported the damaged chevrons near the Chardfords.

Concerns about speeding on the main road were expressed. Clerk is to request further information in relation to a recent traffic accident from Hampshire Police and also to see if there is a possibility of a zebra crossing, particularly as both the public house and school users park in each others car parks on a reciprocal basis. She will also write to the school to see if they have a travel plan in place and if they would be happy to work alongside the parish council in relation to the issue of road safety.

It was noted that flailing had been done along the road from Woodgreen into Breamore. The post by the bridge had been replaced as it had been knocked but it is not clear if the bridge is damaged. Concern was also raised as to whether there are sufficient warning signs advising lorries about the bridge. Clerk to liaise with Hampshire Highways accordingly.

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) Concerns – No new concerns were reported.
- b) Cutting lists – It was considered that the paths on the current list should remain on the Cutting List schedule for 2018 and Cllr Turner will forward existing list to Clerk so that she can 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:** His next visit to village will be on 19<sup>th</sup> February 2018 although Fordingbridge Town Council has advised of some availability on 15<sup>th</sup> and 22<sup>nd</sup> February 2018. Clerk to see if further work can be undertaken on Railway Line. Further tasks are to include:

- a. Trimming vegetation on the left hand side of Station Approach
- b. Trimming of vegetation on both village gateways
- c. Trim overhanging branches on the road into Woodgreen
- d. Regular tasks to include: cutting back brambles; litter picking on A338 and around the village; wash and clean down road signs; clean and tidy externally around Hulse Hall and car parking; clear roots, branches in ditches; footpaths to the cleared including Charford; clear obstructions and overgrowth and clear the Railway path to ensure that it is suitable for walkers

**13. FINANCIAL REGULATIONS:** Financial Regulations presented at the previous meeting had been read by the council and were formally approved.

**14. RISK ASSESSMENT:** The Clerk presented a draft Risk Assessment to the members for consideration prior to approval at the next parish council meeting.

**15. SPEAKERS AT PARISH ASSEMBLY:** The Breamore Parish Assembly is to be held at Hulse Hall on Monday, 9<sup>th</sup> April 2018. Clerk is to invite regular speakers from local organisations as per previous assemblies although members and residents are to forward suggestions for a key speaker to her as soon as possible.

**16. CORRESPONDENCE:** The Clerk presented an overview of correspondence (Appendix 1) to councillors. All significant items of correspondence are to be forwarded to parish councillors by email and consultation periods were highlighted.

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

- a. **Income:** No income received
- b. **Expenditure:** 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
396	Victoria Eden	Clerk's Salary – December 2017 and January 2018 (£259.97) & working from home allowance (£20)	£279.97
397	Multi signs	Signage for Marsh	£66.00

Following resignation of Cllr Lynn Heyck, a new bank signatory is to be agreed in due course.

- c. **Budget 2018-2019, Precept and Grant Aid Requests:** The Clerk forwarded the updated budget documentation 2018-2019 to all members for their consideration. The Parish Council considered the documentation, discussing its budgetary requirements for the financial year 2018/2019 and whether any changes to the precept were required. The members **RESOLVED** to adopt the budget (Appendix 3) and agreed that no change to the precept was required for 2018-2019 given that expenditure is not

expected to exceed income and with sufficient funds in place in the bank. The following **MOTION** was proposed:

**Breamore Parish Council is not to increase its precept of £4400 for the financial year 2018-2019**

- d. This motion was then put to the vote and **RESOLVED** unanimously. The Clerk is to advise NFDC accordingly. The budget document is to be reviewed on a regular basis.

The Clerk confirmed that requests for Grant Aid had been received from the following charities: New Forest Disability, Victim Care Support and New Forest Citizens Advice. Following a discussion, the parish council **RESOLVED** that all three charities are to receive Grant Aid as detailed below as the funds will help the organisations to continue with their work:

New Forest Disability	£20.00
Victim Care Support	£20.00
New Forest Citizens Advice	£20.00

- e. **Pensions Regulator:** The Clerk advised that Breamore Parish Council's staging date is 1<sup>st</sup> February 2018 and would report further at next meeting.

**18. REPORTS OF PARISH COUNCIL REPRESENTATIVES**

- a. **Hulse Hall:** Further to 18.5 e, during which a member asked if there had been any concerns, it was noted that there was nothing further to report at present. The next committee meeting would be on 22<sup>nd</sup> January 2018.
- b. **Police Liaison:** Cllr Harling advised that he had contacted Sergeant Mitchley for an update, who advised that she would be happy to attend the future parish assembly. Hampshire Police website is also to be updated.
- c. **NF Consultative Panel** – Nil to report at present
- d. **NW Quadrant Meeting** – The Chairman hopes to attend the next meeting on 15<sup>th</sup> January 2018
- e. **AONB** – Cllr Hulse advised of future star gazing events. See website for more information: <http://www.ccwwdaonb.org.uk/news-events/>
- f. **NFALC** – Next meeting to be held on 18<sup>th</sup> January 2018 and Clerk hopes to attend.
- g. **Rook, Dodington and Johnson Charities** – Chairman to liaise with representative accordingly
- h. **Flood Warden Report** – Clerk to contact warden to see if update available
9. **MATTERS TO BE RAISED ON NEXT AGENDA:** Update on casual vacancy; Approve risk assessment; Breamore stocks (Clerk to seek comments from Conservation Officer prior to next meeting); parish councillor responsibilities

**10. DATE OF NEXT MEETING** – Monday 5<sup>th</sup> March 2018 at 7.30pm in Hulse Hall

There being no further business the Chairman closed the meeting at 9.28pm

Minutes, including appendices and other documentation, can also be found on our website: [www.breamore.gov.uk](http://www.breamore.gov.uk)

*These are draft minutes until approved at the next meeting.*

**Appendix 1 - Correspondence 05.12.2017 - 08.01.2018**

<b>Ref.</b>	<b>Date Received</b>	<b>Delivery Method</b>	<b>Received From</b>	<b>Details</b>	<b>Meeting date / Deadline / Consultation Period</b>
1	05.12.2017	Email	Rain Maintain	Service and maintenance of Rainwater Harvesting Systems	
2	06.12.2017	Email	NFNPA	NFNPA FULL AUTHORITY MEETING 14 DECEMBER 2017	
3	07.12.2017	Email	NFNPA	PLANNING DEVELOPMENT CONTROL COMMITTEE MEETING OF THE NFNPA 19 DECEMBER 2017	
4	07.12.2017	Email	NFNPA	Date of the next NW Quadrant Meeting	15.01.2018
5	07.12.2017	Email	ICO	Latest news from the ICO	
6	08.12.2017	Email	Ordnance Survey	Your PSMA newsletter	
7	09.12.2017	Email	Downton Link	Downton Link Christmas Letter	
8	11.12.2017	Email	AONB	Presentation on Landscape Partnership Scheme for Cranborne Chase & Chalke Valley and call for local projects	
9	11.12.2017	Email	Breamore Resident	Watercourse between Reids Cottages and Rectory Lane	
10	11.12.2017	Email	HALC	Information and copy of presentation by new external auditor PKF Littlejohn - 18th October 2017	
11	11.12.2017	Email	NFDC	HARAH winter 2017 newsletter	
12	12.12.2017	Email	HALC	Esso Southampton to London Pipeline Project	
13	12.12.2017	Email	NFDC	Procurement Contracts open to Towns & Parishes	
14	13.12.2017	Email	NFNPA - Treeworks	Decisions - CONS/17/1069 - NORTH STREET FARM, NORTH STREET, BREAMORE, SP6 2DG - Raise No Objections	
15	14.12.2017	Email	NFDC	Forward Plan - January 2018	
16	14.12.2017	Email	Forestry Commission	New Forest Inclosures Forest Design Plan - Environmental Impact Assessment Scoping Meeting Invitation - 16th January 2018	

17	14.12.2017	Email	NFDC	Hometalk Magazine	
18	14.12.2017	Email	NFDC	Christmas recycling in the New Forest	
19	14.12.2017	Email	HCC	Access Hampshire Newsletter December 2017	
20	15.12.2017	Email	HCC	Parishes Autumn Briefing Presentation 13/12/17	
21	15.12.2017	Email	HALC	Public Consultation - Shaping the Future of England's Strategic Roads	07.02.2018
22	15.12.2017	Email	HALC	House of Lords Research Briefing - Agriculture, Fisheries and the Rural Economy	
23	15.12.2017	Email	HALC	Citizens Advice Briefing - Rural Post Office Use	
24	18.12.2017	Email	AONB	News round up from Cranborne Chase AONB (December 2017)	
25	19.12.2017	Email	NFNPA	Western Escarpment Conservation Area update	10.01.2018
26	19.12.2017	Email	HCC	Hampshire County Council Footpath Community Engagement Ranger	
27	20.12.2017	Email	HCC	News for Local Councils	
28	20.12.2017	Email	HALC	Support Sought by Crookham Village PC	29.01.2018
29	20.12.2017	Email	NFALC	No referendum principles for English Parishes for the next three years	
30	20.12.2017	Email	NFALC	GDPR update from HALC	
31	20.12.2017	Email	HALC	General Data Protection Regulations	
32	20.12.2017	Email	HALC	NEW LEGAL HELPLINE SERVICE PROVIDER FOR MEMBER COUNCILS w.e.f. 1st January 2018	
33	20.12.2017	Email	Hampshire and IOW Wildlife Trust	Invitation to awareness-raising event for Parish Councils re invasive non-native plants	01.03.2018
34	21.12.2017	Email	Zurich	A quick guide to winter health and safety	
35	22.12.2017	Email	HCC	Your Hampshire	
36	28.12.2017	Email	NHS	The NHS in Hampshire is under pressure	
37	28.12.2017	Email	NFNPA	Speaking at Planning Committee Meetings for NFNPA	

38	28.12.2017	Email	NFNPA - Treeworks	Decisions - CONS/17/1123 - CAPSCORE COTTAGE, THE MARSH, BREAMORE, SP6 2EF - Raise No Objections	
39	28.12.2017	Email	Breamore Resident	Vacancy for Councillor - Breamore Parish Council	
40	28.12.2017	Email	Do the Numbers Ltd	Internal Audit Date 2018	04.06.2018
41	29.12.2017	Email	NFDC	Update on casual vacancy	
42	01.01.2018	Email	Friends of the New Forest	Friends of the New Forest Talk	
43	03.01.2018	Email	NFDC	Death of a senior member of the Royal Family	
44	04.01.2018	Email	NFNPA - Treeworks	Decisions - CONS/17/1128 - BREAMORE HOUSE, UPPER STREET, BREAMORE, SP6 2DF - Raise No Objections; CONS/17/1129 - BREAMORE CHURCH OF ENGLAND PRIMARY SCHOOL, THE MARSH, BREAMORE, SP6 2EF - Raise No Objections	
45	05.01.2018	Email	Fordingbridge Town Council	Lengthsman available - January 15th & 22nd	
46	08.01.2018	Email	HALC	Support sought to change Sustainable Communities Act legislation regarding second/holiday homes	
47	08.01.2018	Email	HALC	Final Audit Annual return documentation 2017/18	
48	08.01.2018	Email	HALC	Freedom of Information Code of Conduct Consultation	02.02.2018
49	08.01.2018	Email	HALC	Council Chairman celebrates local volunteer heroes	
50	08.01.2018	Email	NFDC	HALC E-Update - January 2018	

**Breamore Parish Council**

**Financial Statement Prepared for Meeting dated 8th January 2018**

Total all balances : £8,865.85

Balances as at :

<b>Bank of Ireland Account</b>	<b>Consols</b>
£8,754.05	£111.80

Payments since last meeting date : 4-Dec-2017

<b>Cheque No</b>	<b>Payee</b>	<b>Details</b>	<b>TOTAL COST</b>
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

Items for payment

<b>Cheque No</b>	<b>Payee</b>	<b>Details</b>	<b>TOTAL COST</b>
396	Multi signs	Signage for Common	£66.00
396	Victoria Eden	Clerk's Salary - December 2017 and January 2018 (£259.97) & working from home allowance (£20)	£279.97

Receipts since last meeting date : 4-Dec-2017

<b>Date</b>	<b>Received From</b>	<b>Details</b>	