Draft minutes of the Full Parish Council Meeting held on Tuesday 1st September at 7.30pm virtually using PowWownow platform.

Present: Cllrs Gemmell, Hartas (Chair), Lavis and Mangan.

Councillor Harrison was present, but due to technical issues during the proceedings was not able to access the entirety of the proceedings, therefore for the purposes of the minutes will be marked as absent.

In attendance: Mrs Amanda Johnson (Parish Clerk) and 8 members of the public.

Notifications had been received that the meeting was audio recorded by 1 member of the public and audio recorded by a Parish Councillor.

1. To receive any apologies for absence: Cllr Delves - illness

2. Declarations of interest and dispensations. To receive any Declarations of Interest from councillors in items on the agenda; to receive any written requests for dispensations for disclosable pecuniary interests/other interest; to grant any requests for dispensation as appropriate. None received.

3. To consider and approve the minutes of the Hale Parish Council meeting held on 1st July and matters arising from the minutes not elsewhere on the agenda.
It was proposed by Cllr Hartas, seconded by Cllr Gemmell and **RESOLVED** that the minutes be approved and signed.
Matters arising:
Data Protection and emails – The clerk has further researched data protection procedures to ensure HPC and individual Cllrs are complying. Procedures in place include - Cllrs devices being password protected, Cllrs using separate HPC files and the sole use of devices by Cllrs. HPC will regularly assess that data protection criteria are being fulfilled. It was agreed that all Cllrs will use designated HPC emails, all Cllrs will set up a gmail account e.g. jhartas.haleparishcouncil@gmail.com.
Banking –Measures to allow further online banking actions e.g. payments and transfers, are in progress. The designated signatories have all applied for online banking with Lloyds and then the clerk will be able to apply for Full Delegate Access.
Audit – The internal audit of 2019/20 stated 2 recommendations – no VAT refund application was completed for 2018/19 and a refund for overpayment of insurance in July 2019 was not received. A VAT refund application for 2018/19 has now been completed and £123.26 received. The refund for overpayment of insurance has been requested and is being processed.
Future meetings – Cllrs discussed future meetings and all agreed that a return to face to face meetings is not yet possible due to the strict Covid-19 regulations still in place. This decision will be discussed and reassessed on a monthly basis.

4. **Members of the public are invited to address the council on agenda matters or raise any matters not otherwise on the agenda.**

Cllr Hartas opened the meeting to members of the public.

A Parishioner spoke regarding falling trees at the Hale end of Moot Lane. A recent tree fall came very close to a person being involved and caused road closure and loss of power. There are other trees that look like they are unsafe and soon to fall. Apart from the obvious possible injury to life this could cause it could also again bring down power and telephone lines.

Cllr Hartas has approached the landowner who is aware of his responsibilities. Cllrs discussed and felt that further intervention from HPC and other relevant authorities is required. Cllr Gemmell will write to the landowner to arrange a meeting.

A Parishioner spoke regarding the recent increase in burglaries in Hale and the lack of response from the police and asked if Hale Parish Council were aware of the burglaries and what further could be done.

Cllr Lavis will work with Neighbourhood Watch and the Police Community Support Officer with the aim of ensuring villagers are more informed. The HPC website and blog can be used to distribute information.

Cllr Hartas closed the meeting to members of the public.

5. To report and record planning applications discussed via email since the last HPC meeting and any new applications.

Ref 20/00505 7 Carters Close, Hale SP6 2NU
Proposal – Single Storey extension to side and rear; 2 No rooflights.

The decision was made and recorded via email. HPC proposed option 4 with three Cllrs in favour, one Declaration of Interest, one abstention and one Cllr favouring option 2.

Option 4 for the following reasons.
1. The proposed floor area exceeds that permitted under DP36.
2. The proposals would create a property substantially different in terms of massing and scale when compared to the other properties in the close. Of the eight properties only the adjacent property has been extended. This approval was 18 years ago and is modest by comparison. No other properties in the close have been extended either as a result of approved planning or permitted development. The proposals are not be in keeping with the principles of the Local Plan as they might be applied to this unique location and as such would not be compliant with the general development principles (DP2) or landscape character (SP7) policies.

Hedgerows Lodge Drove Woodfalls SP5 2NH Case number 20/00123 Appeal
The planning appeal is still undecided. Although the property is in Redlynch Parish it is on the boundary with Hale and HPC have written (along with RPC) to the Public Rights Of Way officer regarding incursions onto the PROW.

6. To receive an update report on matters relating to the cemetery.
Many thanks to the volunteers who have been working to make improvements to the cemetery. Creation of the wildflower meadow is ongoing. Cllr Mangan is making enquiries into deer proofing the cemetery and will report findings at the next meeting.

7. To receive reports from external meetings – North West Quadrant meeting 6th July (held remotely)
Cllr Hartas attended. The NFNPA is collating a list of listed buildings, HPC can add any suggestions for listing. The building design guide has been updated.

8. To receive an update on the NFDC boundary review consultation.
The consultation has not yet concluded. The proposal to accept a new ward of "forest villages" was not accepted due to insufficient elector numbers. Hale will remain in the Forest and Downland ward.

9. To receive an overview of the new website accessibility criteria.
New guidelines have been issued concerning the accessibility of all government websites, including Parish Councils. The guidelines are stringent and quite an onerous task for smaller parish councils. With thanks to David Keniston HPC have published an accessibility statement on the website and will assess the new requirements completing by Jan 2021.

10. To receive proposal to replace the Parish Council laptop.
The laptop is in need of replacement. Cllr Mangan proposed, Cllr Lavis seconded and its was **RESOLVED** to agree purchase of an Acer Aspire 3 for £499 including VAT from IT Shack plus costs of set up and data transfer of £90.

11. To receive an update on progress of the Parish Plan and Appended Geological and Historical profile and proposal for draft plan to be published on the website for consultation.
The draft Parish Plan will be published on the website inviting comments from the public until Friday 2nd October at 5pm.

12. Action Plan items –
Risk assessments – to be circulated and completed prior by October meeting
Car park – Cllr Lavis to produce report and recommend any works required for car park for Oct meeting
Litter picking – Cllr Mangan will discuss with National Trust.

13. To receive an update on affordable housing and consider the survey results.
13.1 Update from the CLT.
Bill Templeton reported that a pre-application consultation was submitted some weeks ago but there has been no response despite various attempts to contact NFNPA.
13.2 To discuss survey results and decide on next steps. It was proposed by Cllr Mangan, seconded by Cllr Lavis and **RESOLVED** to accept and adopt the survey results. The survey results will be passed onto Steve Avery, Tim Davis, Catherine Bonnett and Edward Heron. This will include the link to survey monkey and the overview document.

13.3 Proposal from Cllr Gemmell that he be given the raw data from the survey.
Cllr Gemmell outlined that he would be interested to look for voting patterns and trends. Cllr Hartas will write a lawful basis for the processing of the data that has occurred and ask the clerk to add it to the privacy statement on the website. It was **RESOLVED** that the raw data would not be accessed and no further processing of the data would occur.

14. To receive the Clerks Report.
Telephone box adoption – The Clerk has begun investigating the adoption of the Hatchet Green telephone box by HPC for a different use, a full report will be produced at the next meeting.
Car park use- a welfare unit for decorators at the school will be sited on the car park for 6 weeks from 7th Sept.
Lengthsman- the Lengthsman is due in Hale on September 21st. Jobs suggested include cutting brambles at Tethering Road Crossroads.

15. To review the accounts for the months of July and August 2020 and record the bank balances.
Overspend has occurred on training but there is underspend on other budget headings.
Bank balances – Treasurers Account £24,534.53, Business Account - £6,321.41
The Treasurers Account includes an NFDC Business Grant of £10,000 which will be ringfenced and its use discussed at a future meeting.
Members **RESOLVED** to approve the accounts.

16. To ratify and record the following payments:

06.07.2020	Came & company – Insurance renewal	£338.40
06.07.2020	SLCC – CiLCA fees	£350.00
06.07.2020	SLCC –Clerks Manual – Reimbursed to A. Johnson.	£72.30
24.07.20 20	Cutting Edge – Cemetery cuts – July	£170.00
24.08.2020	Amanda Johnson – Salary	£431.74
05.08.2020	HWSG volunteer expenses – Reimbursed to Chris Fairgrieve	£123.76
01.09.2020	Housing survey costs - reimbursed to J. Hartas	£44.18
01.09.2020	Cutting Edge – Cemetery cuts - August	£170.00

Members RESOLVED to approve the payments.

17. To consider correspondence received before 26th August 2020 and any urgent correspondence received after the agenda was finalised not dealt with elsewhere in the agenda.
Previously circulated for information or comment -
15/07/20 New Forest National Park Revised Habitat Mitigation Scheme. Adopted 9th July
25/07/20 HVCLT – progress report and plans regarding Folly Hill site.
27/07/20 LGA member Code of Conduct consultation
19/08/20 Consultative Panel meeting – 3rd Sept 2020 (virtual)
For discussion
During July there were emails and telephone calls regarding the temporary
Camp site – Harrys Meadow and fly-camping in the open forest.
The campsite has now closed and there is currently no information about future years.

19/08/20 Parishioner email – concerns about falling trees on road.
21/08/20 Parishioner email – concerns about falling trees on road.
Discussed in public participation section.

29/08/20 Parishioner email regarding the survey results
HPC had agreed that they only wanted to run one survey in the village and that, therefore, needed to include all potential future sites. A meeting was held (in March) with HVCLT Directors to find out about possible sites. Although Folly Hill Paddock is the only site offered free, North and South Tethering Drove were identified as possibilities and the Moot Lane site might be donated in the future. Hence, those three sites were added to the survey.

29/09/20 Parishioner email regarding the survey results
Cllrs discussed that interpretations of the survey results by the Parishioners and HPC were not the intention of the survey. It was carried out to give the Parishioners a voice and pass that information onto the decision makers at NFNPA and NFDC.

18. Any other business
None

19.To note the date of the next meeting.
The next meeting will be held remotely on Tuesday 6th October at 7.30pm.

The meeting closed at 9.30pm.