HALE PARISH COUNCIL
Minutes of Hale Parish Council Annual Meeting
held at 7.00 pm on Tuesday 4 June 2019 in Hale Village Hall, Hatchet Green, Hale

Present:
Cllr Hartas – Chairman; Cllrs Delves, Gemmell and Mangan

In attendance:
Miss K Cleary – Clerk
17 members of the public

Notification had been received that the meeting was being recorded by a Parishioner.

1. **To receive apologies for absence –** received from Cllrs Harrison and Lavis

2. **To receive any Declarations of Interest, written requests for dispensations and to grant any dispensations as appropriate**
   2.1. None

3. **To consider and approve the Minutes of the annual meeting held on 14th May 2019 -**
   Minutes having been circulated in advance were approved unanimously and signed by the Chairman.
   Matters arising from the minutes not covered elsewhere in the agenda
   3.1. Clerk advised that she had received advice from NFDC (both the monitoring officer and planning team) and County Cllr Heron on the question submitted by parishioner letter in relation to advice given by the Clerk to the Council on predetermination. Clerk confirmed that she was satisfied that the advice given to the council on predetermination was a prudent interpretation and not erroneous. Clerk to update Cllr briefing document on interests and bias.

   3.2. Clerk advised that the May HALC basic planning training course was full and there were no other courses planned until November. Clerk has approached neighbouring Parish Councils to ascertain appetite for a bespoke course delivered at the same or less cost.

4. **Members of the public are invited to address the council on agenda matters or raise any matters not otherwise on the agenda**
   4.1. A resident noted that there had been no vote of thanks offered at the annual meeting to Robert Aitken-Sykes who had previously chaired the HPC Planning Committee and requested that the Council consider a vote of thanks. Cllr Gemmell proposed and it was seconded by Cllr Mangan and therefore **RESOLVED**: that a vote of thanks be expressed to both Robert Aitken Sykes and Bill Templeton for the time and expertise that they had given to the Planning committee as Councillors. All agreed.

   4.2. A resident asked how the Council planned to solicit views from residents on controversial issues in the future. The same resident asked the Council to consider whether the recent meeting of the Council with the Directors of Hale Village CLT amounted to lobbying and whether Councillors could be deemed to be predetermined in future decisions. The same resident noted that there were factions at war within the village and asked the Council to focus on reuniting the residents. It was agreed to consider these questions under item 12.

5. **To consider the following planning applications:**

5.1.	Case Ref:	19/00307
	Site Address:	**CARRAGOFFA, HATCHET CLOSE, HALE, FORDINGBRIDGE, SP6 2NF**
	Proposed Works:	Single storey rear extension; Raise height of roof; 4no. roof lights to facilitate additional habitable first floor accommodation; flue; replacement detached garage
	Case Officer:	Ann Braid
	Response date:	Tue 11 Jun 2019

The application contained incomplete information about the assumptions made in the floor space calculation, particularly in relation to the inclusion of the Conservatory and it was not clear that the application adhered to this restriction. The Council saw no reason to waive the requirements of DP11.

Cllr Mangan proposed and it was seconded by Cllr Delves and therefore **RESOLVED:** that the Council recommend Permission subject to the applicant demonstrating to the Planning officer that the application is compliant with DP11 for the reasons listed below. All agreed:

- The conversion of the roof space into habitable accommodation was consistent with other local properties. The design was not unattractive
- The proposed replacement garage represented a significant visual environment improvement on the existing prefabricated building
- The rear extension did not overlook any neighbouring properties
- The applicants had agreed for those rooflights which overlook a neighbouring property to be opaque glass

5.2. Case Ref: 19/00351
Site Address: **OAK HOUSE, HALE ROAD, HALE, FORDINGBRIDGE, SP6 2NW**
Proposed Works: Single storey rear extension
Case Officer: Ann Braid
Response date: Thurs 06 June 2019

Cllr Mangan proposed and it was seconded by Cllr Gemmell and therefore **RESOLVED:** that the Council recommend Permission for the reasons listed below. All agreed:

- The proposed extension did not adversely impact any neighbouring properties
- The application complied with all relevant policies
- The design was sympathetic to the existing property

5.3. Case Ref: 19/00384
Site Address: **AVON HOUSE, 11 DODGSON CLOSE, WOODGREEN, FORDINGBRIDGE, SP6 2BJ**
Proposed Works: Single storey rear extension; alterations to fenestration; flue
Case Officer: Carly Cochrane
Response date: Mon 24th June 2019

Cllr Mangan proposed and it was seconded by Cllr Gemmell and therefore **RESOLVED:** that the Council recommend Permission for the reasons listed below. All agreed:

- The proposed extension was situated to the rear of the property and did not impact neighbouring properties
- The application complied with all relevant core policies
- The design was pleasant and sympathetic to the existing property

6. **To approve the financial statements for 2018/19** The Clerk presented the financial statements which were based on the draft accounts presented at the APA and circulated in advance of the meeting. Cllr Mangan proposed and it was seconded by Cllr Gemmell and therefore **RESOLVED**: that the financial statements for 2018/19 be approved. All agreed:

7. **To reappoint Jeff Butt & Co as internal auditor for 2019/20;** it was agreed to defer to the July meeting as an updated engagement letter had still not been received. Clerk to chase

8. **To certify Hale Parish Council as exempt from a limited assurance review as during the financial year 2018/19, the higher of HPC's gross income for the year or gross annual expenditure for the year did not exceed £25,000 -** Cllr Hartas proposed and it was seconded by Cllr Gemmell and therefore **RESOLVED:** that HPC met the requirement and could be certified as exempt. All Agreed. It was noted that the car park works in April 2019 should not preclude the Council from claiming exemption for the year 2019/20

9. **To review and approve dates for the period for the exercise of public rights -** Cllr Hartas proposed and it was seconded by Cllr Delves and therefore **RESOLVED:** that the dates for the period for the exercise of public rights be Mon 1 July to Tues 9 August. All Agreed.

10. **To approve Section 1 of the Annual Governance and Accountability Return 2018/19 Part 2 -** Cllr Hartas proposed and it was seconded by Cllr Delves and therefore **RESOLVED:** that Section 1 of the Annual Governance and Accountability Return 2018/19 Part 2 be approved. All Agreed.

11. **To approve Section 2 of the Annual Governance and Accountability Return 2018/19 Part 2 -** Cllr Gemmell proposed and it was seconded by Cllr Hartas and therefore **RESOLVED:** that Section 2 of the Annual Governance and Accountability Return 2018/19 Part 2 be approved. All Agreed

12. **To consider and determine next steps for Affordable Housing project including:**
    - **Review of HHCG 'red lines' document** – Cllr Hartas reported that she had met with the Chairman of the Housing Consulting Group to discuss the 'red lines' document that had been produced and circulated to all Councillors ahead of the meeting. The document was the result of an extensive and detailed process of consideration and Cllr Hartas expressed thanks to all those in the Consulting Group who had volunteered their time for the task.

      The council reviewed the conditions suggested on a line by line basis to consider including these conditions within the Parish Plan (currently in draft form). Cllr Hartas to produce a revised conditions document incorporating Council feedback for further consideration at the July meeting.

    - **Receiving a report from site visit with CLT 28 May 2019** – Cllr Hartas reported all Councillors except Cllr Lavis accepted an invitation from Hale Village CLT to meet with the directors on the proposed site at Folly Hill. Cllr Hartas thanked Hale Village CLT for the meeting which she found useful to clarify some outstanding questions around the structure and also allowed new Councillors to quickly learn more about the key issues and view the site. This fact-finding meeting was not considered to be lobbying.

    - **Considering draft timetable and next steps to facilitate a decision on whether to support Hale Village CLT –** At the request of Cllr Hartas, Bill Templeton reported that Hale Village CLT wished to apply for a grant to cover architect's fees to prepare an outline planning application and gain NPA approval for Folly Hill as a site for affordable housing. Hale CLT were asking the Council to support this application as had been set out in a letter to the previous Council Chairman. Cllr Hartas to source and circulate this request ahead of the July meeting.

      It was agreed that the Council had an obligation to the CLT to respond promptly and that delays had been caused by the Council's changes to the Consulting Group terms of reference. A decision would be targeted as a priority, although this would not be possible at the July meeting given outstanding points and the HCG request to comment on any material changes to the red lines/ conditions made by the Council. Cllr Gemmell noted that he had received verbal confirmation that the 'fund' that the CLT were applying to had over £900K currently unclaimed, with just three potential projects identified for funding.

13. **To receive tree wardens report including**
    - **Report on Tethering Drove damage reported by resident** – Tree Warden reported that a vehicle had damaged a number of trees on Tethering Drove. This had been reported to the Out of Hours Highways who responded quickly
    - **Feedback on updated Ash Dieback guidance and implications for trees in Hale –** Tree Warden reported that new guidance had been received from NFDC. The Ash tree that had previously been identified as possibly having Ash Dieback was consistent with the newly received photos and given the proximity to parked residents cars, the Council should apply to fell the tree. Cllr Gemmell to arrange application, supported by the tree warden.
    - **Tree works application CONS/19/0357** – Tree Warden advised that he had visited the site and discussed the application. Many of the shrubs to be cleared did not require specific approval. Some new shrubs and trees for replanting had already been purchased. There was no reason not to accept the decision of the Tree Officer.

14. To consider the following tree works application:

Case Ref: CONS/19/0357
Proposed Works: Pruning and felling of various trees and shrubs as specified in the application.
Site Address: Spring Cottage, Queen Street, Hale, Fordingbridge, SP6 2RD

Cllr Hartas proposed and it was seconded by Cllr Mangan and therefore **RESOLVED:** that HPC accept the decision reached by the National Park Tree Officer.

15. To consider schedule of sums insured and insurance quotations received for 2019/20 – it was agreed to defer this to the July meeting

16. To consider matters relating to the Cemetery including receiving an update report on path repair works/ volunteer days – Cllr Mangan reported that the volunteer working days on 31 May and 1 June attracted about ten residents over different shifts. Good progress was made. Given the adverse weather forecast, the work planned for 7th and 8th June would be deferred until Thurs 13/ Friday 14 June. Excess spoil would be stored at the far end of the cemetery.

Clerk confirmed that she was trying to secure the Lengthsman's services for a second day.

Cllr Mangan presented a revised budget for materials of £1040 vs £940 previously agreed. Hale & Woodgreen Horticultural Society had agreed for their £100 donation to be used towards central bed edging materials, thus ensuring no shortfall of funding. Cllr Hartas proposed and it was seconded by Cllr Delves and therefore **RESOLVED**: that the Horticultural Society donation be used for central bed edging materials. All Agreed

Cllr Gemmell considered that noticeboard recovered from Woodfalls Cross could be sufficiently refurbished for use in the cemetery. Cllr Mangan to ask Mark Nobes if he could help.

17. To consider correspondence (1) received before 29th May 2019 and (2) any urgent correspondence received after the agenda was finalised

17.1. 7 May – Parishioner ref Tethering Drove traffic issues; Cllr Delves and Cllr Harrison to meet resident to discuss further and report back at a subsequent meeting.
17.2. 13 May - NFDC ref Gambling Act Policy consultation dates - noted
17.3. 15 May – HALC ref election timetable for Parish Representatives to NFNPA - noted that John Sanger had subsequently been elected unopposed
17.4. 15 May – Brewin Dolphin summer cycling sportive route and times – noted – Clerk to put details on HPC website and circulate via IU
17.5. 21 May – Hale School PTA ref use of Hatchet Green – In line with SSSI site management, tractor and shod pony rides must not intrude onto the green. PTA to forward details of insurance and risk assessment.
17.6. 23 May – H&R Transition Group ref film show "A Plastic Ocean" – noted. Previously circulated.
17.7. 27 May – a parishioner ref Hatchet Green damage – noted, evidence suggests joyriders.
17.8. 3 June – a parishioner ref wild fires – noted.
17.9. 3 June – a parishioner ref erection of marquee on Hatchet Green – agreed that either site would be acceptable, clerk to respond

18. To receive the Clerk's report - Clerk reported that the bank mandate arrangements had still not been finalised. Further personal details were needed from Councillors in order to be able to complete the process.

19. To consider the following payments requests:

		£
04.06.19	Cllr Mangan (reimbursement of cemetery path materials)	282.98
04.06.19	ALCC – Association of Local Council Clerks; clerk membership 2019/20	22.00
04.06.19	TechB (IT Shack, Downton) – Clerks laptop antivirus annual subs	25.00
04.06.19	Cutting Edge – April cemetery cut x 1, May cemetery cut x 2	255.00
24.06.19	Clerks Salary	330.17

Cllr Gemmell proposed and it was seconded by Cllr Hartas and therefore **RESOLVED**: that all payments be approved. All agreed.

20. To note and record the bank balances – Current account £12,482.43, Savings Account £6,317.48

21. Any Other Business

Cllr Gemmell reported from the NW Quadrant meeting held Mon 3 June:

21.1. There is a new draft local plan being prepared. New homes proposed have increased from 25 per year to 40 per year, with an emphasis on brownfield and windfall sites. Whilst the national requirement is that developments of 10 homes or more require affordable housing, the National Park requirement is for affordable housing to be included in all developments of three homes or more. Rural exception sites must be 100% affordable housing.

21.2. The People and Animal liaison officer outlined plans for a charter for dog walkers (who are unlicensed) so that no more than six dogs can be walked at any one time.

22. To note the date of the next meeting at Hale Village Hall Tuesday 2nd July 2019 at 7.00pm

There being no further business to discuss the Meeting closed at 10.05pm

Signed: Date: 2 July 2019
Chairman

Clerk: Kathy Cleary, 5 Blue Valley Mews, Fordingbridge, Hants, SP6 1FB
07753 928088 01425 652495 hpcclerk@gmail.com