HALE PARISH COUNCIL

Minutes of Hale Parish Council Meeting held at 7.30 pm on Tuesday 5 September 2017 in Hale Village Hall, Hatchet Green, Hale

Present:
Cllr Lucas – Chairman, Cllrs Hartas, Harrington, Mangan and Templeton

In attendance:
Ms S Plumb – Clerk
Ms L Buis – NFDC
Mrs P Downard
4 members of the public

1 **To receive apologies for absence –** from Cllr Aitken-Sykes and Mr S Whitmarsh (Tree Warden).

2 **To receive any Declarations of Interest –** Cllr Templeton declared an interest in items 7 and 8, the possible Community Land Trust (CLT) and Housing Needs Survey.

3 **To consider and approve the Minutes of the meeting held on 4 July 2017 -** The Minutes of the meeting were read, approved by all and signed by the Chairman.

4 **To receive any matters raised by members of the public –**
A member of the public reported to Cllr Harrington a problem taking a horse through the gate next to the cattle grid on Forest Road. The newly installed dragons teeth leave little room to manoeuvre. The Clerk is investigating who installed the posts to discuss this with them.

5 **To receive a report from the Tree Warden –** Mr Whitmarsh had advised nothing to report this month.

6 **To receive an update on responses to the Parish Plan Questionnaire and determine the way forward –** Mr S Hickman (Chair of the Parish Plan Working Party). 114 completed questionnaires were received. The working party will present the results and thoughts on a new Parish Plan at the Parish Council meeting on 10 October. Headlines are:
- a lot of interest in the possible Community Land Trust
- in favour of maintaining the cemetery
- the benches, 2 notice boards and post boxes are used
- a number of parishioners willing to become involved as volunteers
- interest in the website being updated and improved
- support for the Parish Magazine

7 **Visiting speaker – Lucy Buis, Housing Development and Strategy Officer, NFDC, to provide further information about Community Land Trusts –** NFDC has received £976,387 from Department for Communities and Local Government

(DCLG) to enable and facilitate community led housing opportunities to develop affordable homes in perpetuity. The funding must be spent by March 2019 and will be used to fund community groups carrying out feasibility work into possible CLTs eg plans, training, surveys and set up costs. At this stage it is not available for capital costs although may become so if a scheme is ready and there is money remaining close to March 2019. A CLT can buy or use donated land to create affordable housing. Concerns were expressed by the members of public present that:

- The homes will not remain as affordable homes for ever
- There is not a need in Hale resulting in the properties being occupied by those from outside the area
- Such a scheme is not financially viable
- It could result in low grade housing

Lucy Buis explained a CLT is community led and run, the properties can be occupied on a rental or shared ownership basis. There are successful schemes of both types. Mr Templeton and Mr Aitken-Sykes visited the scheme in Wickham. The CLT sets the parameters for who may be allocated the affordable housing. The CLT runs the scheme and maintains the properties as affordable housing for the community. It will not be run by the Parish Council. In order to secure planning permission the CLT has to demonstrate a need for the housing. A Housing Needs survey can be sent to all residents of a community and anyone outside the locality but who may qualify eg family that has had to move away. The properties have to remain affordable for ever, they are built to a design and specification decided by the CLT. The CLT has control so the homes are what the community wants.

8 To consider the draft Housing Needs survey prepared by Action Hants at the request of a parishioner and determine:

- **Whether it will be sent out by HPC; and if so**
- **When; and**
- **In what form**

Cllr Lucas confirmed that in response to the recent Parish Plan questionnaire 28 households stated they knew someone who needed an affordable home in Hale. Many who responded are in favour of looking further at a CLT, (or other suitable housing model). Whilst concern was expressed and accepted that the replies may relate to some or all of the same people, it was agreed that there seems to be an interest among Hale residents in the provision of affordable housing. Working with Mr Templeton a draft Housing Needs survey has been prepared by Action Hants, in partnership with NFDC. This aims to identify the parish affordable housing need in depth and is a follow up to the general interest expressed in the responses to the Parish Plan questionnaire. The survey responses will be anonymous and look at who may have a need, what type of housing is sought and the financial circumstances of the individuals concerned. The aim is for those parishioners considering trying to establish a CLT or other housing model to be better informed as to whether there is a need and if so, what for. The survey will be funded by NFDC, sent out and the replies analysed by NFDC or Action Hants. The analysed data will then be fed back to the Parish Council. After discussion by all present Cllr Lucas proposed and it was seconded by Cllr Mangan and therefore **RESOLVED:** that HPC will support the Housing

Needs survey as a follow up to the interest expressed in response to the Parish Plan Questionnaire and the most suitable way to investigate in depth the housing needs of the village. Members will approve the survey before it sent out. All agreed.

Mrs Downard had joined the meeting at 7.55pm. Members of the public left the meeting at 8.50pm.

9 To consider the following projects and determine the next steps:

- **Verge protection**
- **Temporary car park repair**
- **Substantive car park repair**
- **Cemetery improvements**

Verge protection: Following a meeting btween Cllr Aitken-Sykes and the Clerk with Barry Dowsett (Verderer) and Sean Marsh (Estates Officer, Forestry Commission), it was proposed to carry out work to the north side of Hatchet Green to open up passing places and to protect the remaining verge with dragons teeth. It is hoped the work will be carried out by the Lengthsman. Natural England has given its assent. Cllr Lucas has a meeting with Mrs Clarke (head teacher Hale Primary School) to determine ways to move the parking and protect the verge near the school.

Temporary Car Park repair: this will be carried out by a Parish Council led group of volunteers on Saturday 28 October to redistribute the gravel and compact it to fill the potholes.

Substantive car park repair: Mrs Downard has submitted a schedule of the proposed works to Natural England and assent is awaited. In the meantime, an estimate of the costs has been obtained from Earlcote as follows:

- Work to the road side - £5,882 – it is hoped Hants County Council will do this
- Work to the top of the car park - £13,444
- Similar work to others areas of the car park - £2,798 per 50msq
- All figures are plus VAT and are just for a budget. A full tender will be needed before any work is contracted. Mrs Downard will seek further estimates.

The need for regular maintenance and the likely lifespan of the repaired car park were discussed. These require further investigation before any final decision is taken. In the meantime, Cllr Harrington will approach a local civil engineer to look over the proposed scheme and give his thoughts on it generally. Mrs Downard was thanked for all her hard work on this project.

Cemetery improvements: Susan Witt has kindly volunteered to be responsible for the care of the flower bed at the centre of the cemetery. She will liaise with HPC, NFDC and the Horticultural Society regarding the planting. The Clerk will arrange for the removal of the tree.

Cllr Templeton proposed and it was seconded by Cllr Mangan and therefore **RESOLVED:** that the above proposals be agreed. All agreed.

10 To consider funding for 9 above and the possibility of establishing a fund raising committee – Cllrs Lucas, Hartas, Mangan and the Clerk met with Holger Shiller (Partnerships & Community Officer, NFNPA) to discuss funding

opportunities. It is proposed to pull the above work into one project to attract as many volunteers and as much funding from as many sources as possible. HPC may approach users of the hall, car park and local groups to assist with fund raising. The Fund raising will form part of the new Parish Plan.

11 To receive a report from County/District Cllr Heron – Cllr Heron did not attend and no report had been received.

12 To receive the resignation of Cllr Hartas as Chairman of the Personnel Committee and to appoint a new Chairman. Cllr Harrington proposed and it was seconded by Cllr Templeton and therefore **RESOLVED:** that Cllr Lucas be appointed Chairman of the Personnel Committee. All agreed.

13 To consider and approve the additional inscriptions to the memorial to Diana Pearce-Batten - Cllr Lucas proposed and it was seconded by Cllr Harrington and therefore **RESOLVED:** that the inscriptions to Mr & Mrs Pearce-Batten be approved. All agreed.

14 To receive an update on the application to the Land Registry to register title to Hatchet Green and surrounding area – the Land Registry hopes to respond substantively by 15 September, it is carrying out further legal research. Cllr Templeton will follow up if nothing is heard by the end of the month.

15 To receive the Clerk's report –

Cemetery:

Maintenance - Cutting Edge has carried out a further 2 cuts of the cemetery grass (£160), cut the sides of the hedge (£215), weeded the flower bed (£35) and sprayed the path with week killer (£20).

CiLCA

The Clerk has successfully completed her CiLCA qualification.

External audit

The external audit is completed. Cllr Lucas proposed and it was seconded by Cllr Mangan and therefore **RESOLVED:** that the Annual Return and external auditor's certificate be accepted and approved. All agreed.

Beetles Bottom

The Clerk and Jacob White from the National Trust attended Hale Primary School to mark the naming of Beetles Bottom on Hale Purlieu. The National Trust website has been updated to include a reference to the stream at Beetles Bottom on the published walk.

Bench on Hale Purlieu

By agreement the National Trust has removed the bench belonging to Hale Parish Council from Hale Purlieu. It had decayed and was no longer useable. It has been replaced by the National Trust with a memorial bench for which the Trust will be responsible. It is not the policy of the Parish Council to accept and maintain memorial benches.

Burial

The burial of George Fleming took place on 1 September 2017, plot 241.

16 Correspondence

- 14 August 2017 –Paul Simmonds, Age Concern–village agent – volunteering will form part of the Parish Plan and this can be included

- 21 August 2017 – R Rutins, NFDC – Councillors allowances – Councillors agreed not to seek any allowances.
- August 2017 –Jacki Keable, New Forest Disability – grant application – NFD will be invited to follow the formal grant application procedure.

17 To consider any matter referred by the Planning Committee – none

18 To receive a report from Councillors on meetings attended –
Cllr Harrington – North West Quadrant meeting – unable to attend

19 To consider and approve the following payments:

05.09.17	Cutting Edge	£430.00
24.09.17	Clerk Salary	£394.60

It was proposed by Cllr Lucas and seconded by Cllr Mangan and therefore **RESOVED:** that the payments be approved. All agreed.

20 To approve the accounts for July and August 2017 and record the bank balances – approved.

21 Any other business – none.

22 To note the date of the next meeting is 10 October 2017 at 7.30pm at Hale Village Hall

23 Closed session – to consider the Clerk's pay review - Cllr Templeton proposed and it was seconded by Cllr Mangan and **RESOLVED:** that under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of this item as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted. After discussion Cllr Hartas proposed and it was seconded by Cllr Lucas and **RESOLVED:** that the Clerk salary will increase to Scale Point 20, back dated to 1 August 2017 when the Clerk obtained her CiLCA qualification. Approval be given for excel and cemetery regulation training and an online Data Protection course on the new requirements. All agreed.

There being no further business to discuss the Meeting closed at 9.45pm

Signed: Date: 10 October 2017
Chairman

Clerk: Sue Plumb, 5 Blue Valley Mews, Fordingbridge, Hants, SP6 1FB
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