



## BRAMSHAW PARISH COUNCIL NEW FOREST, HAMPSHIRE

### MINUTES OF MEETING HELD ON WEDNESDAY 25 APRIL 2017, AT BRAMSHAW VILLAGE HALL.

#### Members Present:

Sue Bennison - Chairman (SB)  
Martin Vann (Vice Chairman) (VM)  
Sally Day (SD)  
Kay Harrison (KH)  
David Johnston (DJ)

Others: NFDC Cllr Diane Andrews.

1 member of the public

044.17 **Apologies for Absence** - to agree any absences of councillors.

Mark Melody and Jenny Watts had offered her apologies which were accepted.

045.17 **Disclosures of interest.**

There were no disclosures of interest.

046.17 **Minutes** – to agree the minutes of 28<sup>th</sup> March 2017 as a true record.

It was agreed that they were a true record of the meeting held on 28<sup>th</sup> February 2017.

047.17 **Reports to be received**

i) NFDC Cllr Diane Andrews informed the meeting that Copythorne Parish Council were looking to change the day of their meeting to the 2<sup>nd</sup> Tuesday in the month which would facilitate her attendance at our meetings going forward.

She also advised the meeting of the Community Housing Fund from NFDC. (previously discussed by Bramshaw Council in March 2017) and the forthcoming elections.

ii) Martin Vann – with regards to Fritham Broadband they are still waiting for a price from BT/Openreach despite having taken the prescribed course of action. Prior to the annual assembly he is to have a meeting with Chris Allard and prepare a history of the steps they have taken. He also proposes to write to Edward Heron, BT/Openreach, possibly the chief executive of Ofcom and the local MP.

Sally Day had been contacted by Trish Russell with reference to the ditch outside of Crowders and how the FC had, at the time of her call not re-attended to modify the said ditch.

David Johnston – confirmed he had attended the development control committee meeting with regards to planning application [17/00131](#) BELL INN & BRAMSHAW GOLF CLUB, LYNDHURST ROAD, BROOK, LYNDHURST, SO43 7HE - Stationing of 6 storage containers for Office use (B1 Class) for a temporary period of 12 months which had now been given permission with the 12 months to run from April 2017.

At the request of a resident of Canterton Lane, the clerk drew the attention of the council to an issue over parking on what is believed to be manorial waste at the junction of Canterton Lane and the B3078.

048.17 **Public Forum:** An opportunity for the public to make known the council any issues of concern, or to make comment on items on the Agenda including Planning Applications.

Mr Nell expressed his concern over the state of the Rosary Garage site. It was explained to him that the parish council had no power to make people keep a tidy site or make a planning application. He was advised that the NPA Enforcement had been made aware of possible use of the workshop for residential use. This was in June 2015 with the case being registered on 9 July 2015 and discharged in December 2015 –

<b>Parish:BRAM</b>			
<b>No Breach</b>			
<b>Case Number:</b>	QU/15/0144	<b>Case Officer:</b>	Lucie Cooper
<b>Date Received:</b>	09/07/2015	<b>Application Type:</b>	Unauthorised Residential Use of Buildings
<b>Parish:</b>	BRAM	<b>Decided Action:</b>	No Breach
<b>Sign Off Date:</b>	05/11/2015		
<b>Location:</b>	THE ROSARY GARAGE, BROOK HILL, BRAMSHAW, LYNDHURST, SO43 7JB		
<b>Description:</b>	Unauthorised residential use of buildings - workshops		

Mr Nell also expressed his concern over the length of time it was taking to hang the door on the Furzley phone box – the council explained that a local resident had volunteered to refurbish and reglazed the door at his own expense, which we understand to have been completed. SB to phone him to see if he requires a hand to rehang the door.

049.17 **Planning –**

i) **Planning applications for comment:**

There were no applications to consider at this meeting.

ii) **Planning decisions to note:**

[17/00131](#) BELL INN & BRAMSHAW GOLF CLUB, LYNDHURST ROAD, BROOK, LYNDHURST, SO43 7HE  
Stationing of 6 storage containers for Office use (B1 Class) for a temporary period of 12 months.  
Granted.

[17/00095](#) 26 CANTERTON LANE, BROOK, LYNDHURST, SO43 7HF  
Two storey extension; 2no rooflights; solar panels (Demolition of existing single storey extension)  
Granted.

[17/00070](#) STOCKS CROSS HOUSE, FURZLEY COMMON ROAD, BRAMSHAW, SO43 7JH  
Creation of new access, closing up existing. Cattle Grid. Refused.

iii) **Tree applications for comment:**

[CONS/17/0294](#) OAK WOOD, PENN COMMON ROAD, BRAMSHAW, LYNDHURST, SO43 7JL.  
Fell one Norway Spruce. Bramshaw Parish Council have no comments to make on this application.

[CONS/17/0332](#) ST PETERS CHURCH, LYNDHURST ROAD, BRAMSHAW, LYNDHURST, SO43 7JE  
Fell one Lawsons fir tree. Bramshaw Parish Council have no comments to make on this application

vi) **Tree application decisions.** –

None as no applications last month.

v) **Enforcement as per NF NPA's website on 15/024/2017 and as per list published–**

No Enforcement notices in place in Bramshaw.

#### 050.17 Finance and policy

i) Payments for authorisation –

Jane Mullan (Clerk) April 2017 -

Salary	£273.50
Home office monthly charge	£ 5.00
Mileage –	<u>£ 5.00</u>
	£283.50

	Chq No 000793	£283.50
HALC (Annual Subscription) -	Chq No 000794	£262.00
Bramshaw Trust – Hire of rooms for meetings for year		
	Chq No 000795	£300.00
NFDC GIS Contribution	Chq No 000796	£110.00

ii) Financial Report.

Income:	£ 650.00
Expenditure:	£ 955.50
Balance at date of meeting:	£9688.58

iii) Purchase of new computer, printer scanner and appropriate software.

Following receipt of a grant from the Transparency Fund to purchase a new computer, printer and software, the council requested the clerk do further research and report back at next meeting.

iv) Annual review of Bramshaw Parish Council's Standing Orders and Financial Risk Assessment and Financial Regulations.

The Council resolved to accept the following amendments to the Standing Orders as follows:  
Gender neutral

1. The council retain the term Chairman so long as the legislation requires us to appoint a person to that specific role.
2. Subject to that all regulatory documents should be cast in gender neutral language.

Limiting Chairman's term of office

The council agreed to change the wording in the standing orders to read – No councillor shall serve for more than 1 year in succession unless no other eligible councillor is willing to serve. Voting shall be by secret ballot.

v) Approval of 2016-17 accounts, including approval of Annual Governance Statement (page 2, Section 1 of Annual Return) and Annual Accounting Statements (page 3, Section 2 of Annual Return) and bank reconciliation.

Section 1 Annual Governance Statement 2016/17. The Chairman read the Statement. It was agreed unanimously that the Annual Governance Statement be approved. It was signed by the Chairman and Clerk.

Section 2 Accounting Statements 2016/17. The accounts and Annual Accounting Statements 2016/17 had been previously circulated. It was agreed unanimously that the accounting statements be approved. The Responsible Financial Officer signed to certify that the statements fairly presented the financial position of the Council and the Chairman signed to confirm that the statements were approved.

**051.17 Annual Assembly – Consideration draft Agenda for the Annual Assembly 2017 (17<sup>th</sup> May 2017).**

The agenda for the Annual Assembly was agreed as follows:

1. Apologies for Absence
2. Last year's meeting notes and matters arising.
3. Chairman's report.
4. Summary of finances.
5. Report by Hampshire County Councillor Mr E Heron.
6. Report by New Forest District Councillor Mrs D Andrews.
7. Police report by PCSO Richard Williams.
8. Short presentation by the National Trust.
9. Fritham broadband update.
10. Wheels To Work –short presentation by a representative of Community First.
11. Plans for the coming year.
12. Other parish matters.

**052.17 Consideration of inviting a representative from Community First** to attend the Annual Assembly to give a short presentation on their scheme Wheels to Work. The Council resolved to ask Community First to attend the Annual Assembly.

**053.17 Defibrillators** - consideration of Came & Co newsletter advice.  
It was agreed to discuss this at the next meeting.

**054.17 Latest updates on:**

Fritham School Bus – Sally Day agreed to draft a further letter to HCC with regards to this as there was going to be another child attending Hounsdown School from September who also lived at the top end of Fritham.

Lengthsman scheme – Clerk to ascertain availability of Kevin Bennett and his team. List now includes: Clean signs, clean phoneboxes and notice boards. Clean grips by Parsonage Farm and ditch at Bramble Hill.

Phone box door -item raised in the public forum.

Bell Inn notice board – Clerk to check what they are expecting from us.

**055.17 Consideration of items for next meeting.**

Defibrillators – responsibilities and liabilities  
Traffic calming  
Review of Annual Assembly notes  
Internal Audit  
Training.

**056.17 Confirmation of date of next 3 Parish Council meeting.**

23<sup>rd</sup> May 2017, 27<sup>th</sup> June 2017, 25 July 2017, 22<sup>nd</sup> August 2017

Meeting closes to public – 9.08 pm

Signed: ..... Dated: .....