

# MINUTES

13.02.18

## GODSHILL PARISH COUNCIL

Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall, Godshill on Tuesday 13<sup>th</sup> February 2018 starting at 7.30 pm.

Present:

Cllr Fell - Chairman

Cllr Cakebread

Cllr Lintonbon - Vice-Chairman (from 8.40 pm)

Cllr O'Brien

Cllr Pomphrey

Cllr Williams

Mrs Bev Cornish - Clerk

Five members of the public.

**Public Session:** No questions or statements were received.

**Litter Warden:** Mrs Boyd said that she had been considering appropriate dates for this year's Village Litter Pick. She said that in view of the timing of the Easter holidays, the best date was Sunday 29<sup>th</sup> April. All agreed that this is the date which should be advertised to residents.

**149.17 To receive apologies for absence:** The Clerk advised that one apology for delayed arrival had been received from Cllr Lintonbon. District Councillor Bill Dow had advised that due to a prior engagement he was unable to attend. Cllr Fell proposed from the Chair and it was RESOLVED that these be noted.

### **150.17 Declarations of Interest:**

#### **a. To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers:**

Cllr Cakebread declared a declared a personal and non-pecuniary interest in Application No. 17/01101 for Primrose Cottage but said that as she was friends with a family member of the family of the applicant, she would leave the room when the application was discussed and would not speak or vote on it.

Cllr Cakebread declared a personal and pecuniary interest in Application No CONS/18/0127 for Redlands as this was her own application. She advised that the Tree Officer, Ms Lucy Saunders, already had visited the site and advised that the oak was not of sufficient value and in the wrong place and therefore in her view could be removed.

All other Councillors present declared a personal and non-pecuniary interest in Application No CONS/18/0127 for Redlands as the application was from a member of the Parish Council.

#### **b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered:**

The Clerk confirmed that she had received no requests for dispensations.

**151.17 To resolve to approve the Minutes of the Ordinary Meeting held on 9<sup>th</sup> January 2018:** Cllr Fell proposed, Cllr Cakebread seconded and it was RESOLVED that the Minutes be approved and signed as a true record by the Chairman.

**152.17 To resolve to note the Clerk's Report providing information on recent issues and work completed:** Cllr Fell proposed from the Chair and it was RESOLVED that the Clerk's report be noted as follows:

**36.17: Annual Accounts:** The Parish Council's internal auditor carried out the half year audit to 31<sup>st</sup> December 2017 on 16<sup>th</sup> January 2018 and raised no issues. He will audit the end of year accounts for 2017/18 on Tuesday 5<sup>th</sup> June 2018.

**92.17: Village Hall Car Park:** The Lengthsman has strimmed and tidied the overgrown areas of the Car Park.

**127.17: Highways Officer to discuss pinch points and speeding:** The Clerk is awaiting the name of an appropriate officer from Richard Bastow to invite to the Annual Parish Meeting following her initial email exchange with Bob Brown of Hampshire Highways.

### **153.17 Planning and Tree Works Applications:**

#### **Application No. 17/00956 – To consider Revised Drawings for:**

#### **Heathcote, Woodgreen Road, Godshill - Detached garage with office/study over:**

Following a brief report from Cllr Cakebread, she proposed, Cllr Fell seconded and it was RESOLVED that Godshill Parish Council should recommend permission for this application but would accept the decision of the NPA's officers using their delegated powers on the grounds that the revised plans had taken account of the Conservation Officer's concerns regarding the previous plans and they were in accordance with the NFNPA Design Guide (2011).

At this point in the meeting, Cllr Fell proposed from the Chair and it was RESOLVED that the meeting be opened to the public.

The applicant for Primrose Cottage spoke in detail about the need for the single storey extension. He said that his wife's progressive illness required an accessible room with a large accessible bathroom and, having spoken to her Occupational Therapists, they did not think that the house, as it was currently laid out, could be converted to meet sufficiently her future needs for when her condition worsened. He said he would have preferred not to have to build the extension but, having taken advice from the Occupational Therapists and the Planning Officer at the National Park Authority, the extension as designed was both best suited to his wife's needs and acceptable in planning terms as it was not built from brick.

The Chairman thanked him for the helpful information he had provided to councillors and then closed the meeting to members of the public.

#### **Application No. 17/01101**

**Primrose Cottage, New Grounds, Godshill – Single storey rear extension:** Following a brief report from Cllr Fell, he proposed, Cllr Williams seconded and it was RESOLVED that Godshill Parish Council should recommend permission for the application but it would accept the decision of the NPA's officers using their delegated powers.

Cllr Fell also asked that the Council's further comments to be recorded and sent to the National Park Authority:

Whilst members were conscious that the dwelling had been extended to its maximum allowed, they took account of the advice given by the applicant's wife's Occupational Therapists that, in their view, the layout of the existing cottage was not best suited for adaption to her long term medical and physical needs. Members also considered that the reasons for the extension and the fact that the application had taken account of the pre-application advice not to build in brick were sufficient to apply the exception to policy DP11.

**Application No. CONS/17/1209**

**Sandy Balls Estate, Southampton Road, Godshill - Fell 4 x Scots Pine trees Prune 1 x**

**Oak tree:** Cllr Pomphrey advised that the trees contained in this application had been viewed by himself, Cllr Cakebread and the Clerk when they had met with Ms Lucy Saunders, the Tree Officer and that he and Cllr Cakebread had understood the reasons behind the need to remove the 4 pine trees. He proposed, Cllr Cakebread seconded and it was RESOLVED that the decision be left to the Tree Officer.

**Application No. CONS/18/0024**

**Holly Ridge, The Ridge, Godshill - Fell 1 x Oak tree:** Following a brief report from Cllr Williams, she proposed, Cllr Pomphrey seconded and it was RESOLVED that the decision on this application be left to the Tree Officer.

**Application No. CONS/18/0050**

**Haven Cottage, Purlieu Lane, Godshill - Prune 1 x Ash tree Prune 3 x Oak trees:** Following a report from Cllr Cakebread, she proposed, Cllr Fell seconded and it was resolved that Godshill Parish Council should raise no objection to this application but that the decision be left to the Tree Officer.

**Application No. CONS/18/0096**

**Woodcroft, Southampton Road, Godshill - Fell 1 x Ash tree Fell 1 x Oak tree Pollard 1 x Oak tree:** Following a report from Cllr Pomphrey, he proposed, Cllr Williams seconded and it was resolved that Godshill Parish Council should raise no objection to this application but that the decision be left to the Tree Officer.

**Application No. CONS/18/0127**

**Redlands, Southampton Road, Godshill - Fell 1 x Oak tree:** In view of the fact that the applicant was a member of the Parish Council, Cllr Fell proposed from the Chair and it was RESOLVED that the decision be left to the Tree Officer.

**105.17 Minor Variation Premises Licence (S41A) Application under the Licensing Act 2003 -Sandy Balls Holiday Centre, Godshill SP6 2JZ  
Ref: LICPR/05/00103**

**The Details of the Application are as follows:**

**Change of Premises Name from Valencios to Aubreys Forest Kitchen. To move the customer entrance. Slight increase in size to the north west where there was some external customer seating. Back of house changes and the bar servery will be updated but remains in the same position and new partitions/walls being put in place. Remaining external seating area also being updated. As per plan CS-AR-SB-17-109 dated 7/11/2017:** Following a brief report from Cllrs Cakebread and Pomphrey who had visited to the site and a discussion, Cllr Fell proposed, Cllr O'Brien seconded and it was RESOLVED that Godshill Parish Council should raise no objection to the application but that the Clerk should query whether a planning application was required for the work to extend the building which had already commenced.

**106.17 To consider and resolve to agree on any further actions to be taken following the responses from residents expressing interest in the Parish Council's proposal to pursue the possibility of funding through the Hampshire County Council Community Match Funding Scheme and the BT Community Fund Partnership:** In Cllr Lintonbon's absence,

Cllr Fell advised that 53 responses had been received from residents. He proposed, Cllr O'Brien seconded and it was RESOLVED that the information be sent to Hampshire County Council and the Parish Council will await next steps once it had been assessed by the officer responsible for delivering superfast broadband.

**107.17 To consider and resolve to approve the Protocol to be implemented by the Parish Council in the event of the death of a senior member of the Royal Family, following a request from the New Forest District Council:** Following a detailed discussion, Cllr Fell proposed from the Chair and it was RESOLVED that Godshill Parish Council should not adopt a detailed protocol to be implemented but that following the death of the Sovereign only the Proclamation (or announcement of death) be read out at the Council's next meeting and this would followed by a period of 2 minutes of silence.

**108.17 To resolve to approve a response to the New Forest National Park Authority's consultation on New Forest National Park Submission draft Local Plan 2016-2036:** Following consideration of a draft written response prepared by Cllr Cakebread and the Clerk and additional further verbal comments suggested by Cllr Cakebread at the meeting, Cllr Fell proposed, Cllr O'Brien seconded and it was RESOLVED that the Parish Council's response including the verbal comments be approved for submission to the National Park Authority.

**109.17 To resolve to approve the appointment of Mr Tim Light of Fair Account as the Parish Council's Internal Auditor for 2018/19:** Cllr Fell proposed from the Chair and it was RESOLVED that Fair Account be appointed as the Parish Council's Internal Auditor for 2018/19.

**110.17 To consider and resolve to approve the appointment of PKF Littlejohn as the Parish Council's External Auditor for the 2017/18 Annual Accounts following the enactment of the Local Audit and Accountability Act 2014:** Following a briefing from the Clerk, Cllr Fell proposed from the Chair and it was RESOLVED that PKF Littlejohn be appointed as the Parish Council's External Auditor for the 2017/18 Annual Accounts.

**111.17 To resolve to approve the following payments:**

£145 - Fair Account - For completion of the half year internal audit.

£520.80 - Groundwise - For excavation works and topsoil in the Village Hall's car park in preparation for hedge planting.

£412.50 - Mrs Sara Boyd - 2nd Payment for her Litter Warden role.

Cllr Fell proposed, Cllr Pomphrey seconded and it was RESOLVED that they be approved.

**112.17 Finance and Policy:**

**a. To resolve to approve the payment of the Accounts:**

	£	Cheque No.
CSG Ltd - Grant for Village Hall repair	400.00	100549
Groundwise	520.80	100550
Fair Account	145.00	100551
Mrs S Boyd	412.50	100552
B Cornish – February salary	316.71	100553

Cllr Fell proposed, Cllr Pomphrey seconded and it was RESOLVED that they be approved.

**b. To resolve to approve the Bank balances – Cheque and Reserve Accounts.**

**Balances to be Approved and Noted as at 13.02.18**

Current Account: £14,251.50 Deposit Account: £579.91

Cllr Fell proposed, Cllr O'Brien seconded and it was RESOLVED that they be approved.

**113.17 Outside Bodies and Representations:**

**Western Escarpment Conservation Area Steering Group:** Cllr O'Brien gave a detailed report on a recent meeting at which:

- It had been agreed that a 5 year Action Plan would be circulated to the Steering Group's representatives for them to seek their own town and parish council endorsement of it by the end of April 2018;
- Google Streetview mapping and imagery was discussed and the ways in which this could be used to assist the work of the Steering Group in demonstrating change over time to buildings and landscape;
- The idea of creating a logo for the WECA Steering Group was agreed as this would be beneficial when the group wrote out to various statutory bodies on a range of issues; and
- Some disappointment had been expressed at the duplication of effort by the Forestry Commission in producing its new verge protection leaflet entitled 'Help us protect the New Forest' even after the Steering Group had received significant support for its own leaflet 2 years ago which had provided similar information.

**New Forest Association of Local Councils:** The Clerk gave a detailed report on a recent meeting at which:

- Eleanor Greene of Hampshire Association of Local Councils had given a brief update on the General Data Protection Regulation which comes into effect on 25th May;
- UK Cycling Events had given a detailed presentation on the events they were putting on in the coming year and how they wished to work with parishes to resolve issues;
- Nigel Matthews had given a brief update on the progress of the updating of the Recreation Management Strategy 2010-2036; and
- Rosemary Rutins of the New Forest District Council and Rob Burns of Hampshire Police had given a brief update on key policing priorities which were a) harm to children and sexual abuse b) modern day slavery c) drug harm and d) domestic abuse.

**Meeting with NFNPA Tree Officer, Ms Lucy Saunders:** Cllrs Pomphrey and Cakebread gave a report on a very useful meeting and tour of the village with the Tree Officer who had provided very clear and helpful guidance on tree works applications and the criteria for assessing trees worthy of Preservation Orders.

**Godshill Village Hall Committee:** Cllr Williams gave a report on a recent meeting at which it had been reported that the recent event with the Ringwood Players had raised £1,405. She said that the Treasurer was awaiting receipt of the £4,000 grant from CSG and the Monday table tennis club was doing very well. She also reminded councillors of the fundraising Quiz Night being held on Friday 9<sup>th</sup> March.

**114.17 To resolve to note the Correspondence received:** Cllr Fell proposed from the Chair and it was RESOLVED that the following items of correspondence be noted:

1. New Forest NPA

- An email enclosing the Minutes of the recent meeting of the Western Escarpment Conservation Area Steering Group.
  - An email from Lucie Cooper, Enforcement Officer, advising that she will proceed to close her file on the issue of the hedge planting in the Village Hall car park.
2. Hampshire Association of Local Councils
- An email advising of a government consultation asking for views on proposals regarding a Major Road Network as part of the Transport Investment Strategy. The consultation asks for views on:
    - how to define the MRN
    - the role that local, regional and national bodies will play in the MRN investment programme
    - which schemes will be eligible for MRC funding.The deadline for comments is 19<sup>th</sup> March 2018.
  - An email advising that HALC's new website is live at <https://www.hampshirealc.org.uk/>.
3. New Forest Association of Local Councils
- An email from Graham Flexman advising of an event plan for a non-competitive cycling sportive taking place on Saturday 14<sup>th</sup> and Sunday 15<sup>th</sup> April 2018 out of Somerley Estate.
4. Fordingbridge Town Council – An email enclosing an update on the arrangements for the parish Lengthsman and forthcoming dates. Godshill's next date is Monday 12<sup>th</sup> March.
5. Thank you letters for their grants from the Hampshire & Isle of Wight Air Ambulance and the Fordingbridge Community First Responders.

#### **115.17 Any Other Business:**

**Sandy Balls:** Cllr Cakebread reminded the Clerk to contact Carl Castledine of Away Resorts about Cllr Pomphrey being appointed as the Council's contact for liaison on day to day matters relating to Sandy Balls. She also asked whether the issue of the bright light at the entrance to the site and the LED lights in Home Field were a matter for the National Park Authority or for New Forest District Council.

**154.17 Next meeting:** Cllr Fell confirmed the date of the next meeting as Tuesday 13<sup>th</sup> March 2018.

With no other business, the meeting closed at 8.48 pm.

*Members of the Council considered the foregoing in the matters in consideration of their duties: Equal Opportunities, (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety, and Human Rights.*