**Draft minutes of the Full Parish Council Meeting held on Tuesday 3rd December at 7pm at Hale Village Hall.**

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

**In attendance**: Mrs Amanda Johnson (Parish Clerk), Cllr Heron and 9 members of the public.

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

**1. To receive any apologies for absence**: Apologies received from Cllr Delves – Family reasons.

**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 October and matters arising from the minutes not elsewhere on the agenda.** It was proposed by Cllr Mangan, seconded by Cllr Lavis and RESOLVED that the minutes be approved and signed.

**Matters arising:**

* **Replacement benches** – benches were purchased at a cost of £1102**.**56 (incl VAT), a slight increase on previously reported. Benches have been delivered but installation by Lengthsman was not possible due to weather. New date to be organised with volunteer help.
* **Speedwatch.** Cllr Harrison updated. Bramshaw PC are unable to share equipment. Before any progression it is advised to borrow equipment to ascertain that a speeding issue exists and the police will carry out a risk assessment.
* **Path Wardens –** Cllr Gemmell reported. The scheme is open to all public who can register and volunteer. HPC will advertise info via website and notice boards.
* **Drill pits –** have been filled with soil and packed down. They are expected to sink again, NT are monitoring and in discussion with the National Grid.
* **Litter pick** **23rd Nov –** Many thanks to 10 volunteers, the NT and the many parishioners who pick up on their daily walks.. Need to complete next year in September prior to leaf fall. Forest Road by far the worst affected by litter. Many thanks to Cllr Mangan for co-ordinating.

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 in relation to affordable housing and the Nov meeting, he felt that item 9.3 could not go ahead prior to 9.1 being ratified. He felt that 9.3 included an amendment which did not follow procedure. He questioned HPC’s interpretation of the solicitor’s advice and asked for the matter to be reviewed.

*Cllrs debated this point and there was disagreement between councillors regarding the status of the conditions document and the following of procedure. Cllr Hartas declared that procedure was duly followed.*

A Parishioner provided a letter circulated to CLT members which included a statement that HPC supported proposals for affordable housing at the Folly Hill site. The Parishioner asked if HPC could confirm if this decision was made outside of an HPC meeting.

*HPC has not made any decision outside of the HPC meetings. They have declared a level of support for HVCLT for access to grant funding only and did not declare generic support for any specific development sites.*

**Cllr Hartas closed the meeting to members of the public.**

**5. To consider matters relating to the Cemetery.** The Lengthsman completed the cutting back of the eastern boundary. Many thanks to volunteers, the planting is establishing. Cllr Mangan and Clerk aim to meet with the contractor to discuss next year’s annual plan which aims to incorporate more volunteer work.

**6. To consider report on the verges at Hatchet Green**. Cllr Harrison outlined his report and focussed on the suggestions. Cllrs discussed action points 1 – 7 (education and promotion particularly for school users) agreeing that a more drastic approach would push problem elsewhere.**. Cllr Hartas proposed , Cllr Gemell seconded and it was RESOLVED to progress with actions 1-7 of the report to begin trying to restore the verges. Cllr Harrison will action.**

**7. To consider a proposal and plan for work to improve the safety of Woodfalls Cross Junction.**

Cllr Harrison has been in discussion with Highways to improve Woodfalls Cross

Junction and the safety of pedestrians and car users. This would be implemented through signage and road markings at a cost of £2500. Cllr Heron stated that funding may be available from NFDC. **Cllr Hartas proposed, Cllr Lavis seconded and it was RESOLVED to investigate funding sources in order to instigate works.**

**8. To begin discussion to decide on a speaker for the APA meeting** An environmental/climate change theme was suggested and it was agreed to ask Chris Packham**. Cllr Gemmell to action.**

 **9. To consider matters relating to trees within the Parish including:**

**9.1** The Tree Wardens Report

The report considered the following tree works applications:- CONS/19/0712 – 9 Dodgson Close SP6 2BJ, CONS/19/0750 – 10 Dodgson Close SP6 2BJ,

*In all cases the Tree Warden suggested HPC accepted the decision of the NPA Officer.* ***Cllr Gemmell Proposed, Cllr Mangan seconded and it was RESOLVED to accept the Tree Wardens report****.*

**9.2** NFDC Tree Survey and suggested tree works.

NFDC surveyed trees around the Village Hall area, a large oak is in need of immediate remedial work. The report included a quotation. HPC will gather a further quote to also include the 2 ashes which require felling on Hatchet Green. **Cllr Gemmell to action.**

**10. To receive an update on the progress of the Parish Plan.**

Cllrs are currently commenting and feeding back. Cllrs felt it may be easier to comment if it were in two parts, some felt there was too much emphasis on affordable housing. ***Cllr Hartas will report comments back to Parish Plan group. Cllrs will send comments regarding the Action Plan to Cllr Hartas to be reviewed at the next meeting.***

**11.To consider and determine next steps in relation to affordable housing including:**

**11.1** Update on the proposed public meeting.

Steve Avery and Cllr Heron have accepted invitations to attend, Cllr Hartas to chase other speakers invited. Cllr Lavis will then organise flier printing using digitalprinting.com and distribute. Agenda to be discussed at next meeting.

**11.2** To consider an invitation from HVCLT Directors for a Parish Councillor to attend their meetings for the purpose of reporting back to the HPC.

Cllrs discussed and felt an invitation to CLT to formally report to HPC at meetings would be more appropriate alongside the continuation of regular meetings between HPC and HVCLT.

**12. To receive the Clerks report**

* Confidential HPC emails were published on the “Protect Hale “ website. Cllr Hartas requested that these be removed which they were, this was then reported to the Monitoring Officer. All HPC emails now include a disclaimer stating that any HPC information must not be disclosed as is noted in the Code of Conduct which states.
* It is a requirement that all correspondence Cllrs send on behalf of HPC is copied to the Clerk.
* It has also been reported that HVCLT has communicated to its members that HPC supports the development of the Folly Hill site. HPC have given conditional support to the CLT for the next stage of grant funding and have not declared any support regarding any proposed development sites.

**13. To consider Section 137 request from Victim Support.**

A request from the New Forest Disability Information Service was also received. ***Cllr Gemmell proposed, Cllr Mangan seconded and it was RESOLVED to donate £50 to each organisation.***

**14. To review the second draft of the Parish Council budget and precept request for 2020/21.**The second draft of the budget was discussed and will be finalised in January.

**15. To consider the following payments requests:**

11.11.19 Fordingbridge Town Council – Lengthsman Supplies £48.19

13.11.19 Glasdon UK Ltd – 2 x benches £1102.56

26.11.19 Cutting Edge – Cemetery Maintenance £110.00

24.12.19 Clerks Salary – December £431.74

Not listed on the agenda 01.12.19 Susan Witt – reimbursement for cemetery plants/bulbs £99.95

**16.To review the accounts for the month of September and record the bank balance** Balances noted as of 03/11/19 **–** Treasurers Account £14467.91 Business Account £6319.10. **Cllr Hartas proposed, Cllr Lavis seconded and it was RESOLVED that the accounts be approved.**

**17 To consider correspondence (1) received before 27th November 2019 and (2) any urgent correspondence received after the agenda was finalised not dealt with elsewhere in the agenda**

5th Nov NFDC Invite to Chairman’s Civic Christmas Carol Service 6th Nov Parishioner letter – **JH replied** 11th Nov Parishioner FOI request – **Clerk to action** 15th Nov NFALC Minutes 17.10.19 - **Circulated** 5th Nov NALC Advice – Grievance and Disciplinary Arrangements **– For reference** 18th Nov Hampshire Countryside Service – Annual Vegetation Cutting 2020 – **Action by Cllr Gemmell.** 20th Nov HALC – Strengthening Police powers consultation **- noted** 22nd Nov NFNPA – Consultative Panel meeting 5th December **–noted** 27th Nov Parishioner letter - regarding VE day celebrations HPC confirmed that the proposed Allo Allo comedy dinner was organised under the umbrella of HPC but underwritten by the Social Committee and the Hall Committee and no financial risk was carried by HPC. The event has been cancelled although some form of VE Day Celebration will take place.

28th Nov Telephone report of broken stile – Cllr **Gemmell to action**

**18. Any other business.** Report of broken gate at the cattle grid on Hale Road **– Cllr Mangan to action**

**19. To note the date of the next meeting at Hale Village Hall on Tuesday 7th January at 7pm.**