

Minutes of the Meeting of the Parish Council held at Jubilee Field Pavilion on Thursday 26th September 2024

Present:

Howard Millett (HM)	P	Simon Barnes	NP	Nicky Bowler (NB)	P
Mike Butler (MB)	PP	Peter Dance (PD)	P	Peter Mann (PM)	P
Emma Monk (EM)	P	Neil McLocklin (NM)	P	Alex Pepper (AP)	PP
Helen Schneider (HS)	P				

Present (P) Not Present (NP) Part Present (PP)

Also present: Cllr Barry Rickman, New Forest District Council
Katie Walding, Parish Clerk & Financial Officer

In attendance: 2 members of the public (MOPs) and press

The meeting opened with a welcome from the Chair and a reminder that the meeting was being recorded.

HM was pleased that Kate Bruton, Parish Award winner, had attended prior to the meeting to be presented her award and members offered congratulations.

24/163. Apologies for absence

None

24/164. Public Participation

None offered.

24/165. Declarations of Interest and Dispensations

MB and HM declared an interest as Chair and Deputy Chair of the Tennis Club, in regard to agenda item 11 which includes a process for sports clubs applying to the council for funds. No dispensations were made by the Clerk.

24/166. Minutes of the previous Meeting

Minutes of the Meetings held on [25th July](#) and [22nd August](#) were approved and signed as true records of those meetings.

24/167. Co-option to the Parish Council

No expressions of interest from candidates wishing to stand had been received.

24/168. Hampshire County Council

Apologies received from Cllr Mans.

24/169. New Forest District Council

Cllr Rickman would attend another Southern Water meeting the following week and would update the meeting next month.

He noted that NFDC's Waste Collection Strategy would commence in 2025 and provide collections for food waste weekly, black bag and recycling waste fortnightly and glass monthly. He said that inevitably some additional work would need to be done for flats etc.

The NFDC coastal team is working on a scheme with the Environment Agency and Cllr Rickman will update with the local impacts when known.

Regarding the new Neighbourhood Watch Scheme, Cllr Rickman offered thanks to everyone who attended the launch which was really positive with around 70 attending. Lots of people have signed up as a result and special thanks to AP for all her work administering behind the scenes. Now 62% of the roads in Sway are covered with volunteers, equating to 75% of the houses! Police have provided signage to put up around the village

ACTION: AP will collate a list of locations and the Clerk will ask the Lengthsman to install

24/170. Objectives and Priorities

- a) HM asked members to review the full set of stated [objectives](#), and to consider the Council's next priorities and any additions. Some items already being prioritised are the future of the Youth Centre, improvements to cycle routes, and a review of the Village Design Statement.
- b) People
 - i) Engagement with the community to attract more councillors
HM asked that all members should encourage people to join the council as we need to spread the effort as much as possible. Members should chat to residents they come across, about what is involved and how they can be involved in the future of Sway. More ideas for attracting new members are needed!

ACTION: The Clerk to arrange an advert with Sway Cinema, and instigate another round of online promotion

- c) Place
 - i) Update on Youth Centre Future Working Group
NM summarised the report. Three options are now defined for public consultation. The Church will determine any legal limitations on the site and seek a valuation for the land. Formal engagement will now put back to the New Year to enable these things to happen first. But in the meantime, it is proposed that some informal engagement commences through interest groups around the village, as a listening exercise to start collecting views and feedback. Then we will play all the views back to residents during the engagement proper. Quote included for conceptual designs to help explain the various options and to attend and present the options with the working group and the Vicar.

Discussed: retirement housing as a use for the site given the lack of such accommodation within Sway; impact of potential restrictions on the title which the Church are seeking legal advice on, but until finalised it is difficult to engage with resident on options. One source of potential funding is the Levelling-Up Community Ownership fund (for community buildings which are under threat!) which may be ceased in March 25 under the new government, so considering an outline funding application to remain part of the process but unclear as yet if possible. Whether to pay for display materials for the consultation or not. Car park provision. Which options include the Church Rooms.

DECISION: RESOLVED proposed change to engagement process which will commence informally in the autumn but the main event in the new year

DECISION: RESOLVED to defer decision on the spend until the October meeting pending further information to be received

- ii) Members debated budgeting for a computer to be available at the Community Hub in the next financial year, following discussions about SWR ticketing and winter fuel allowance applications to enable those

that can't do it online at home to be able to access a computer – and/or some help. Hope are a local charity that work with people advising and supporting applications and would be happy to come.

DECISION: **RESOLVED to defer decision on inclusion in budget, pending evidence of ticket office service at the station**

<AP left the meeting>

d) Environment

i) update on ECOSWAY activities

HS noted that the last meeting was concerned with a review of the last year of activities and actions for the next year. A summary of the report is attached to these minutes.

ii) Local Cycling and Walking Infrastructure Plan – HCC Consultation

The Clerk had shared a report and proposed wording for submission to the consultation.

DECISION: **RESOLVED to approve the submission of the proposed wording in response to the consultation**

iii) Passenger transport proposals at HCC

Members noted the report and likely outcomes for Sway buses. Further consideration might be needed on community travel options, pending the outcome of the proposed cuts by HCC.

NM noted that a new National Lottery fund had been opened for sustainable community buildings, which could allocate up to £50K, and might be a viable source of funds for a solar project at Jubilee Field Pavilion. He would share with AP who was leading on the review of the project.

24/171. Clerk's Report and Correspondence

Verderers' Elections – taking place on Tuesday 26th November, registered commoners can vote from 10am until 8pm. The polling stations to cast a vote are

- **Lyndhurst** – The Verderers Hall, Kings House, Lyndhurst SO43 7NH
- **Fordingbridge** – Avonway Community Centre, 36 Shaftesbury St, Fordingbridge, SP6 1JF
- **Lymington** – Town Hall, Avenue Rd, Lymington SO41 9GJ
- **Ringwood** – Carvers Clubhouse, 92 Southampton Rd, Ringwood BH24 1JD

Jubilee Field Pavilion fire risk assessment – members noted the report, findings and actions taken.

Tiptoe Green Trust – members noted the report and NB and HS plan to attend the consultation on 14th October.

20mph legislative position – members noted the report and discussed the merits vs the costs. There would be a significant financial impact to the village for applying – and if successful, the implementation of – a 20mph limit (the cost of processing the application is £10,000 as a start point). Department for Transport (DfT) research has shown that reduced speed limits through signs alone, have minimal impact on driver behaviour and there would be little to no ability to provide enforcement. As a result members felt it would not be prudent to progress an application.

ACTION: **Investigate whether informal 20 is plenty signage can be added and put budget in for next year**

Safer New Forest Survey – to agree a response to the town and parish council survey

1. What is going well in your town / parish?

Sway PC have recently re-introduced a Neighbourhood Watch Scheme to the village and this has been very well received. So far we have over 60% of roads covered by volunteers and this covers 75% of the dwellings in the parish.

We are pleased with a closer working relationship with Hants Police and thank them for attending our NWS launch and holding a Q&A session for residents. Having good contact with our local PCSO and Neighbourhood Team is really beneficial.

2. What (if any) are your concerns for your town / parish regarding crime and anti-social behaviour?

Main concerns for Sway are:

- 1) the apparent lack of reporting from residents and local businesses when incidents occur
- 2) concern from residents at the lack of attendance when incidents are reported

3. If you have outlined concerns within question 2, what could improve your area? i.e. town and parish, partnership working, other services

Encouraging the local businesses to report theft or other crimes at their stores. Building on the new NWS scheme to provide comfort to residents but also to encourage reporting of crimes. Inclusion of CCTV at problem locations

Remembrance Sunday – road closures application registered; the Clerk had met with the Vicar to run through details; the service would take place on Sunday 10th November at the war memorial

Allotments – inspections completed and only a few weed notices issued. Tiny plots are now all taken and more are requested, but there are now many empty full plots. Discussions with the committee about what to do; suggestions include further tiny plots and a trial of mini plots (twice a tiny plot, and half a full plot). Allotment Association AGM on 8th October – PM to attend for the Council.

Handy Trust now active with the Youth Club and helping to provide hands on service with the Club as well as support and advice to the volunteers. Trying to secure free Level 1 Youth Work training for volunteers that would like it. Planning some communications one year on, in October.

Estela, Apprentice Clerk, is settling in well and the first few weeks have flown by. Brockenhurst College have been slower than hoped in onboarding her for the formal, educational part of the programme, but this is now scheduled for mid-October and in the meantime, alongside shadowing the clerk and working with her, she has nearly completed the Introduction to Local Council Administration Certificate, which has been kindly gifted from the SLCC and provides a rounded introduction to the work of local council clerks.

ECO SWAY verge damage report needs following up with Wessex Internet. A meeting needs to be had to discuss it. HS had the conversation with the volunteers about the high costs being asked. Josh at Wessex Internet had mentioned 15% contingency fund of contractor costs so this needs following up with them.

ACTION: HM, NB, HS to meet and progress

Poor step access to the forest by the war memorial – the Clerk has been assured by Forestry England that it is still on the list to be rebuilt (in fact they seemed surprised it hasn't been done already). Have asked for a completion date but heard nothing back as yet.

Lifted drain on the pavement – reported and resolved.

Missing road sign at Kings Lane – reported.
Failing grit bin on Brighton Road – reported.

The next Cllr surgery will be with NB at the Community Hub on Friday 11th October 11am-1pm.

<Cllr Rickman left>

<HM moved to agenda item 9 and then returned to the running order>

24/172. Planning & Trees Committee (Cllr Monk)

EM summarised the previous meeting. Members agreed to postpone discussions on Village Design Statement with NFNPA Officer to the November meeting to enable full attendance.

24/173. Amenity tree works quotes

Members discussed the quote for required works following the amenity tree survey carried out by NFDC Tree Team.

DECISION: **RESOLVED to approve the quote for £2600 for remedial tree works to be carried out in line with the recent survey**

<MB left the meeting>

24/174. Memorial for Stephen Tarling

HM had asked members to consider a fitting tribute as the anniversary of Stephen Tarling's passing was at the end of October. Stephen did not want a bench! Members discussed the installation at Stanford Rise Green of a small plaque similar to that in the Tennis Club flower bed at Jubilee Field, and perhaps the planting of a tree.

ACTION: **The Clerk to draft wording for a plaque in memory of ST and arrange in time for the October anniversary**

24/175. Bench at Stanford Rise Green

The Clerk asked members to consider the purchase of a replacement bench at Stanford Rise Green due to the unrepairable dilapidation of the current bench; the proposed cost for a [three seater bench](#) is £510+VAT supplied from NBB Recycled Furniture: The world is now much more environmentally aware, and people are becoming more conscious of materials we buy. By buying recycled furniture, you are not only keeping plastic from going into landfills but are also reducing the use of wood. All NBB recycled benches and recycled seating are made from 100% plastic bottles. NBB recycled plastic picnic benches and seating are much more durable and lower maintenance than wooden alternatives. They are completely maintenance free, will not splinter or rot and can last up to five times longer than timber. NBB plant five trees for every £500 purchase.

DECISION: **RESOLVED to purchase a replacement bench for Stanford Rise Green at a cost of £510+VAT from NBB Recycled Furniture**

24/176. Governance: to review and adopt:

Grievance Policy – a new policy presented by the Clerk

Allotments Tenancy Agreement – including paragraph to enable seeking compensation for derelict plots

Fund applications from tenants – no changes proposed

DECISION: **RESOLVED to adopt the new Grievance policy and revised Allotments Tenancy Agreement and re-adopt the Fund application process for tenants without change**

ACTION: **The Clerk to notify the Allotment Association Committee of the PC's intention to increase plot fees next year**

24/177. Finances (Responsible Financial Officer)

- a) Bank Reconciliations

DECISION: **RESOLVED to approve the bank reconciliations for August**

- b) Payment Schedule – members reviewed all items, noting particularly the request for funds for the Youth Centre works to fire alarm and emergency lighting which would then be compliant. Other low risk items raised in the fire risk assessment would remain, but will be addressed by the trustees in time.

DECISION: **RESOLVED to accept the full payment schedule including the fire safety mitigation works at the Youth Centre (to be paid from the earmarked reserve)**

EM would do the banking authorisations on Friday 27th.

- c) Monthly Scrutiny – AP would be submitting July and August, and PD agreed to volunteer for September
- d) The Clerk noted that NFDC will be paying the remaining 50% of this year's precept into our account on 30th September. She proposed a transfer of £25,000 is made to the PSDF account, which will leave enough funds to cover business as usual for the remainder of the financial year.

DECISION: **RESOLVED to approve the transfer of £25,000 to the PSDF account**

24/178. Other items for discussion or next agenda (Councillors or Clerk)

Solent Pipeline response to consultation was needed before 6pm on 30th September – the Clerk to prepare a response with HS and share to members prior to submission

NB as JFUG representative noted that the Cricket Club are looking to replace the umpire's shed with a bigger shed funded by them, under permitted development rules.

24/179. Date of next meeting

The next meeting will be Thursday 24th October, 7pm, Jubilee Field Pavilion

With all business completed, the Chair closed the meeting at 8:52pm.

Signed: Date: