

Minutes of the Meeting of the Parish Council held at Jubilee Field Pavilion on Thursday 25th April 2024

Present:

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

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

Also present: Cllr Barry Rickman, NFDC
Katie Walding, Parish Clerk & Financial Officer

In attendance: 8 members of the public (MOPs) and the press

The meeting opened with a welcome from the Chair and an apology for the slightly late start.

24/062. Apologies for Absence

Apologies were received and approved from SR and PM.

24/063. Presentation of the Sway Youth Project: Young People's Vision

Mark Drury, SPUD and Wendy Perring, PAD Studio Architects gave a presentation of the work carried out following the project commissioned by the Parish Council in Autumn 2023.

The aim of the project was to give young people a voice and find out their thoughts and views on the facilities of Sway and in particular the Youth Centre. The young people were asked, given the many community spaces, how do they operate and fit together and provide facilities for the village? Then they were asked to consider how it they are used, what they would like to do, see, take part in? It was really important to ascertain what they think, what did they say and reflect that throughout the results.

Mark talked through the process of collecting the info, engaging with the young people, the workshops which were delivered.

The key points from the young people were:

- to be seen doing things
- to be active
- to have indoor and outdoor space
- to have a relationship with the outdoors even when inside
- to have colour and light
- to include relaxed areas, quiet space
- to provide a fun and welcoming space
- to be able to see what is happening and join in with it
- to ensure blended facilities across the user groups
- the young people are keen to interact with other age demographics

The sessions then turned towards 'what if' pulled ideas together; the remaining piece of work will be to go back to the young people and show them this output, to ask them have we got it right? are we missing things? what haven't you said yet?

The important signal to young people is that they are heard and change is happening, it is vital to circle back to them to ensure they remain part of the conversation and become part of the progress.

Wendy had worked with a group of young people asking them 'what if?'. What if you think big, then bigger about what the Youth Centre could become and how it might be re-imagined. These ideas are not a design but an inspired vision. How could such ideas be turned into reality?

NEXT STEPS:

In order to move to a position where lease negotiations for the Youth Centre are feasible, options for its future need to be drawn up, incorporating the views of many stakeholders; this work with the young people is a great start point for understanding what would meet their needs.

A working group will be formed to create those options and a direction of travel, to work with the Church PCC (a meeting is set for July) to create a vision which aims to meet the needs of everyone, and to take those options to the village for consultation.

24/064. Public Participation

None offered.

24/065. Declarations of Interest and Dispensations

There were no declarations of interest from members, or dispensations made by the Clerk, regarding any item of business on the agenda, in accordance with the [Code of Conduct](#)

24/066. Minutes of the previous Meeting

Minutes of the meeting on Thursday 28th March were accepted and approved as a true record of the meeting.

24/067. Hampshire County Council

Cllr Keith Mans was unable to attend.

24/068. New Forest District Council

Cllr Barry Rickman noted that the introduction of green waste bins has commenced very well and is doing better than expected.

Neighbourhood Watch Scheme:

- This is very much a community project, connecting people and looking out for one another, making positive social connections, rather than specifically looking for crime.
- AP is working with Cllr Rickman and they have now put together a letter to all residents to explain NWS and how to be involved.
- Cllr Rickman had earlier met with the Sway residents Facebook group, who will help with social media.
- A leaflet would be printed and then be available at village events to help publicise.
- There would be a date in June to officially launch.
- For the Open Gardens weekend (when the Post Office will be open) residents will be able to give feedback and comments on issues and locations where NWS is needed.
- The Police PCSO was liaising and will be updated again once the letter and leaflet are ready to go.

24/069. Clerk's Report and Correspondence

- Proposed Parish Assembly – due to diary conflicts this is now going to be postponed and replaced with a public meeting, likely later in June.
- Emergency doors – an issue with the mechanism means the doors had become a high risk on the fire risk assessment. Having received a quote for over £3000 for new doors, a second quote had now been obtained for a replacement mechanism at £750. The Clerk recommended that this quote be accepted under emergency delegate powers (by the Clerk and Chair) due to the high level risk, and that the cost of the work be ratified at the next meeting. Members agreed that such a high risk issue could not be left until June.
- The Allotment Tiny Plot Scheme had been launched and already has a waiting list of four for four plots. If they all sign up then another vacant plot will likely be turned over to the Tiny Plot Scheme.
- The Parish Office would be closed next week due to Clerk leave.
- First 50% of Precept will arrive in our account from NFDC by the end of the month.
- Hampshire Trust Bank account was now closed and funds repaid to our main account; as previously resolved this money would be transferred to the Public Sector Deposit Fund.

Correspondence

- NFDC CIL grant - confirmation of playground funding £20,000 had been received
- HCC confirmation of Lengthsman Scheme funding (£1000 per year) for 2 years

ACTION: to add the Marley Mount sign to the list for the Lengthsman to clean

- Reminder of the invitation for a councillor to join the Sway Surgery Patient Participation Group (PPG)
- Apprentice advert has gone live on the Government listings today – a press release will follow in early May to publicise
- Tiptoe News deadline for content is 11th May

ACTION: add Neighbourhood Watch information to Tiptoe News

24/070. Objectives and Priorities for Sway PC

- a) People – Hub and Youth Club continued; another Cllr surgery had been held
- b) Place
 - i) Future of the Youth Centre – covered in 24/063 above
 - ii) D-Day Event – a potential sponsorship opportunity for Wessex Internet was rejected, but they are offering community buildings a £1 per month contract
- c) Environment
HS gave a summary of the latest ECOSWAY activities:
 - Wednesday 15 May - Southern Water representatives visit Sway and talk at an OPEN Meeting - focus will be our Wastewater Treatment Works at Flexford Lane. All welcome at Sway Village Hall 7pm for 7:30pm
 - Future meetings of ECO SWAY at Sway Village Hall: Weds 12 June & Weds 17 July
 - Saturday 27 April – WILDER Event at St Thomas' Church, Lymington – Eco Church & ECO SWAY collaborate
 - Saturday 11 May 12-4pm ECO SWAY at Tiptoe Fayre
 - Saturday 29 June 11-3pm ECO SWAY at Sway FETE – Jubilee Field

- Wednesday 3 July 6:15pm at Stanford Rise Green ECO SWAY WALK (easy to moderate) focussing on Nature, History and Poetry - ends at the Silver Hind c. 7:45pm
- Saturday 6 July 4pm at Stanford Rise Green – Join ECO SWAY to walk in Sway’s Carnival Procession
- Sunday 7 July 10:30am at Jubilee Pavilion – LITTER PICK - come and collect litter pickers and a route – take collection to St Luke’s Church Garden for cake/ice cream at 11:30am
- August – Management of Green Spaces – working groups will go out to care for and make tidy

HS had also contacted the NFNPA ecologist about the Church Lane development biodiversity enhancement requirements which have still not been submitted, and was pleased to receive a full and detailed response which had been shared with members of the Planning Committee already.

24/071. Grant Applications

a) Carnival Fete

DECISION: **RESOLVED unanimously to grant £240 to cover the supply and removal of waste bins following Carnival week clearance**

- b) SPUD – for £500 towards a monthly 2-hour mend and repair workshop as part of the wellbeing events hosted in the "Living Room" space

DECISION: **RESOLVED to defer consideration of the grant request from SPUD**

Whilst the Council are supportive of the principle of a mend and repair workshop, they would suggest that SPUD trial the concept to see if there is a good take up, and then report back. If successful, then the Council would be happy to reconsider the grant application at that time.

<HS left the meeting>

24/072. Finances (Responsible Financial Officer)

a) Bank Reconciliations

DECISION: **RESOLVED unanimously to approve and accept the Bank Reconciliations for March**

- b) Payment Schedule (banking authorisations would be carried out by EM)

DECISION: **RESOLVED unanimously to approve the payment schedule for April**

- c) Year end – the Clerk had circulated a summary report of payments and receipts for 2023-24 and members discussed the figures, in particular the spend on Projects and Grants
- d) Members noted the reserves balances at 1st April 2024 (following year-end movements) and discussed the impact on General Reserve. The Clerk confirmed that they could choose to ‘vire’ or move any Earmarked Reserves back to the General Reserve if and when needed, but that they should aim to only spend funds from within the allocated budget or existing Earmarked Reserves in the next financial year.
- e) The Clerk had supplied a quote for the installation of water fountains on both sports pavilions. The equipment had been purchased some time ago and it would be good to get them installed for the summer.

DECISION: RESOLVED to approve the quote for £553.95+VAT to install external drinking water fountains on both pavilions

<SB left the meeting>

24/073. Planning and Trees Committee (PaTC) (Cllr Monk)

HM gave a brief summary of the meeting which included one application for tree works which was deferred to the Tree Officer, and five planning applications which were mostly straightforward.

24/074. Playground Improvement Working Group (Cllr Butler)

MB and the Clerk had attended a site visit with the project manager from Kompan to review the quote and discuss the planned works. It was hoped to complete in time for the school holidays or even sooner.

24/075. EV Charge Points (Cllr Butler)

PodPoint now had the agreement signed by the Parish Council and BMW, and would confirm a date for installation.

24/076. Potential solar panel project at Jubilee Field Pavilion (deferred from March) (Cllr Pepper)

AP summarised the report and explained the history.

- a) Members received and noted the report prepared on solar panels for Jubilee Field Pavilion
- b) Members considered the principle to progressing towards a solar and battery installation for the building, subject to final costs. Tender to be progressed based on a defined specification, linked to the building's usage. Grants towards the project to be sourced and applied for, aiming for around 50% grant funding towards the scheme.

DECISION: RESOLVED to progress with a defined specification linked to the building's usage and to try and obtain grant funding to cover at least 50% of any proposed scheme

Thanks were noted to Ted Watts for his work on this project with AP.

24/077. EcoSway (Cllrs Bowler/Pepper/Schneider)

Reported under Environment

24/078. Travel and Transport

- a) FOSS continued to pursue the litter clearing with Network Rail. The next meeting would be at JF Pavilion on 3rd June and all were welcome

NM noted that 110 students from Brock, Sway and NM who go to Highcliffe School would petition for a change to the timetable since the train currently arrives 5 mins after school starts.

- b) Members considered a request from Operation Mountie SpeedWatch to gift them the SID (no longer being used due to the winding up of Community Speed Watch)

DECISION: RESOLVED to gift the old Speed Indicator Device to the Operation Mountie SpeedWatch team so that it might help their traffic management activities

24/079. Other items for discussion or next agenda

EM – noted the continued issue with the broken bridge on the footpath between Sway and Tiptoe

ACTION: EM would ask Cllr Rickman for any historical knowledge on the ownership of the land there
ACTION: The Clerk would seek advice from the Rights of Way team about the legalities and risk of the Council choosing to undertake the necessary repairs

24/080. Date of next meeting

The next meeting will be the Annual Meeting of the Parish Council, taking place on Thursday 23rd May, 7pm, Jubilee Field Pavilion. EM will chair this meeting due to HM being unavailable to attend.

With all business completed, the Chair closed the meeting at 9:15pm.

Signed: Date: