

NEW MILTON TOWN COUNCIL

S U M M O N S

To All Members of the Council

You are hereby summoned to attend a virtual MEETING of NEW MILTON TOWN COUNCIL to be held on MONDAY 29 MARCH 2021 at 6.30 pm.

Anyone wishing to join the virtual meeting must contact us no later than 24 hours before the meeting time. Email info@newmiltontowncouncil.gov.uk or call 01425 619120. This will enable us to send you the relevant link to the meeting.

G P Flexman
Town Clerk

23 March 2021

Town Hall, 2 Ashley Road, New Milton, BH25 6BZ (Tel: 01425-619120)

A G E N D A

1. APOLOGIES
2. CHAIRMAN'S ANNOUNCEMENTS
3. DECLARATIONS OF INTEREST
To note any declarations of interest made by Members in respect of agenda items.
4. MINUTES: To confirm the Minutes of the Meeting held on 15 February 2021.
5. CORRESPONDENCE
To consider any correspondence the Chairman wishes to present.
6. QUESTIONS: To consider any questions submitted under SO 24.
7. REPORTS BY COUNTY AND DISTRICT COUNCILLORS
To receive information reports from County & District Councillors representing the Wards of New Milton on matters of interest to Town Cllrs and the local community.
8. COMMITTEE REPORTS
To receive the minutes of the Standing Committees detailed below and consider recommendations contained therein.
 - a) Planning Committee: Minutes 393 to 402 inclusive of the meetings held on 25 February and 11 March 2021.
 - b) Amenities Committee: Minutes 249 to 265 inclusive of the meeting held on 1st March 2021.
 - c) Finance and General Purposes Committee: Minutes 228 to 246 inclusive of the meeting held on 15 March 2021.

9. RISK ASSESSMENTS

To approve and agree the Risk Assessments for 2021, as recommended by F&GP. (Appendix 1).

10. CALENDAR OF MEETINGS - 2021

To note change of date of F&GP from Monday 14 June to Tuesday 15 June 2021, and Planning from Thursday 6 May to Tuesday 4 May, plus Annual Towns 30 April. (Appendix 2).

11. NOTICE OF REFERENDUM

To note official notification and the question posed to the electorate. (Appendix 3).

12. NEIGHBOURHOOD PLAN

To note the call for support of the promotional days at our Wednesday 'markets'.

13. TOWN DEVELOPMENT REPORT

To receive and note the Town Development Manager's Report. (Appendix 4).

14. SCHEDULE OF PAYMENTS

To approve the Schedule of Payments No 07/20/21 in the sum of £163,351.48 for the period 1 January to 28 February 2021.

15. RECORDING OF MEETINGS

To consider the suggestion that was referred by F&GP to Town Council for further discussion with Town Council procedures and Standing Orders to be reviewed.

16. REPORTS FROM MEMBERS SERVING ON EXTERNAL ORGANISATIONS

To receive information reports from Town Councillors serving on outside bodies.

17. NEXT MEETING

The **Annual Meeting** of Council is currently scheduled for **Monday 10 May 2021**.

The Chairman will adjourn the meeting to allow for a period of Public Participation.

DEMOCRATIC HALF HOUR

A period of public participation known as the DEMOCRATIC HALF HOUR will, at the Chairman's discretion, take place at the end of the Public Session at meetings of the full Council. Members of the public who wish to speak must provide their name and address and details of the subject or item they wish to speak on. The Chairman will advise the member of the public that no speech will exceed 3 minutes except by consent of the Chairman. Normally, only one member of the public may speak in support of, and one against each issue, subject to the Chairman's discretion (Standing Orders – Page 15).

The Chairman will go back into session to close the Public Session of the meeting.

The Chairman will move the public be excluded for the following item of business.

PRIVATE SESSION

PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

The Chairman will move that the public be excluded from the meeting for the above item(s) of business pursuant to section 1 of the Public Bodies (Admissions to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

18. **MEMORIAL CENTRE**

To receive an update regarding the setting up of new charity and Hall involvement.

Distribution:

Town Councillors (Agenda and Appendices)
District Councillors Mrs C V Ward, Mrs J L Cleary
County Councillor M Kendal, K Mans, F Carpenter
Press
New Milton Police

NEW MILTON TOWN COUNCIL

MINUTES OF THE MEETING OF NEW MILTON TOWN COUNCIL HELD ON
MONDAY 15 FEBRUARY 2021 AT 6.30PM VIA ZOOM VIDEO COMMUNICATION.

Councillors: p	A Reid (Chairman)	p	K E Craze (Vice-Chairman)
p	M Brownsea	p	D A Rice-Mundy
p	G R Blunden		A W Rice
p	S J Clarke	p	A D O'Sullivan
p	M Craze	p	V E Schooling
p	S P Davies	p	D N Tungate
p	D E Hawkins	p	C V Ward
p	R Murrow	p	J G Ward
p	H Wallis-Dowling	p	D Samber

Officers: G Flexman - Town Clerk J Hayward - Administrator S King - TDM

The Chairman welcomed Councillors, three Officers, one member of the public and a press representative as well as HCC Cllrs F Carpenter, M Kendal, and K Mans.

The Chairman invited Public Participation at the start of the meeting.

Alan Watson, representing New Milton Lions, advised the meeting on the cancellation of the Lions May Fayre and the VE & VJ Community Celebration events this year due to expected prevailing COVID-19 restrictions. However, it is hoped to host the Queens Platinum Anniversary event next year 2022. With the demise of NMTP, Lions would be taking on the Words & Literary Festival, the Young Person of the Year Award, the Town Show, and the New Milton Christmas Festival scheduled for 27 November 2021. [New Milton Lions - Events](#)

Alan Watson referred to the online meeting of the NMRA AGM on 13 March 2021 where a panel of NMTC Cllrs would be available to take questions from residents and invited all Cllrs to join the event to support the 'Meet the Council' session and to register for the event at [NMRA GENERAL MEETING by Zoom \(google.com\)](#)

217. APOLOGIES

Cllr A Rice

218. CHAIRMAN'S ANNOUNCEMENTS

The Chairman thanked the New Milton COVID-19 Support Group for all their good deeds and thanked the NHS staff, Doctors surgeries, vaccination centres and volunteers for all their efforts with the mass vaccination programme.

219. DECLARATIONS OF INTEREST - None

220. MINUTES

The Chairman referred to the minutes of the Town Council Meeting held on 4 January 2021.

It was then,

RESOLVED:

That the Minutes of the Town Council Meeting held on 4 January 2021, having been circulated, be confirmed, and signed by the Chairman as a correct record.

The minutes will be signed at the first opportunity after lockdown.

221. CORRESPONDENCE

The Town Clerk referred to letters that had been sent on behalf of NMTC.

- a) A letter of appreciation to Alison and David John at Ashley Baptist Church for their years of community service.
- b) A letter of appreciation to John Evans, Chairman of NMTP noting the efforts and events of the charity in previous years.
- c) A letter of appreciation to the Coastal Medical Partnership thanking them for their COVID-19 vaccination programme.

The Town Clerk referred to incoming correspondence.

- d) A letter from Paul Jepson, President of New Milton RBL, being disappointed about the Amenities Committee decision not to relocate the Col Wheeler VC plaque as previously requested. The matter was referred to the Amenities Committee.
- e) An email from former Cllr Wyn Davies advising that former Cllr David Hart had passed away. He had been a Town Councillor from 1992-1995.
- f) An email from Cllr S Clarke requesting consideration that NMTC meetings be recorded and made available online and on YouTube during lockdown.

222. QUESTIONS

Question under SO 24 from Cllr S J Clarke received on 15 February 2021:

“Although I look forward to returning to sitting around the Council table for meetings in a return to normality recent information has indicated that there has been an upsurge in interest in Council proceedings during lockdown and also greater access has been allowed to local democracy. Should this council as an innovative body consider recording/broadcasting our proceedings via video online through such media as YouTube, as is currently undertaken at NFDC and therefore allowing our community greater access to proceedings.”

This would be referred to F&GP for consideration.

223. REPORTS BY COUNTY AND DISTRICT COUNCILLORS

HCC Chairman Cllr M Kendal referred to the upcoming HCC Budget meeting noting an expected increase of 4.99% to council tax to cover increased services costs of Adult Social Care. [Monthly meetings calendar - February 2021 | About the Council | Hampshire County Council \(hants.gov.uk\)](#)

HCC Leader Cllr K Mans said that COVID-19 infections on Hampshire were below 100 cases per 100,000 residents and continued to reduce. HCC were looking at support for the Hospitality sector and focus on the revival of town centres as well.

HCC Cllr F Carpenter referred to the HCC Local Transport Plan consultation and encouraged individual Town and Parish Councillors to take part on-line at: <https://www.hants.gov.uk/transport/localtransportplan>

Cllr Carpenter also referred to the **Solar Together Hampshire** scheme [Solar panel community energy buying scheme launched to help Hampshire reach climate change targets | Hampshire County Council \(hants.gov.uk\)](#) and the New Forest Big Bee Rescue initiative launch this Friday <https://www.eventbrite.com/e/new-forest-big-bee-rescue-launch>.

Cllr S Clarke referred HCC Cllrs to his concerns about the size and number of potholes on the Sway Road and Osborne Road. Cllr K Mans advised that a grant of £39m had recently been received from the Government to address road repairs in Hampshire and both these roads would receive attention as soon as possible.

Cllrs S Davies, J Ward and N Tungate had nothing to report from NFDC.

Cllr G Blunden had attended the Environment Panel to receive an update on the Waste Strategy Consultation with feedback being analysed and awaiting the Environment Bill in May so expecting final results of the consultation in September. He also noted that NFDC Ash die-back policy was to plant 2 trees for 1, which NMTC had also adopted with £14k a year set aside for Ash die-back over the next 5 years.

Cllr Clarke and Cllr Davies had looked at the waste and litter problems at Davis Field where it appears that fly-tipping is happening in and around the communal bins area and of course this carries a heavy penalty.

Cllr Clarke had attended the Task & Finish Group for Health & Leisure Centres noting that it was progressing with Freedom Leisure, a not-for-profit organisation that had agreed to take on all NFDC employees under TUPE arrangements.

Cllr C Ward said she had given some of her NFDC community grant to the Mother & Baby accommodation unit along Ashley Road, as had Cllr Blunden.

Cllr K Craze referred to the Working Group looking at demolishing the public toilet blocks at Calshot and Barton beach. His concerns being with the loss of facilities and the demolition costs versus the refurbishment costs.

He was also pleased to note that the NFDC 'Crabby' campaign had meant 10 tonnes less of litter resulting in savings of £10k. [Less litter thanks to NFDC getting 'Crabby' - New Forest District Council](#)

Cllr A O'Sullivan was sad to advise that Mr Eddie Franklin, local resident, and member of the RBL, had passed away. He was known for being very vocal and forthright when attending council meetings. www.advertiserandtimes.co.uk/obituary-eddie-franklin

Cllr O'Sullivan was also concerned about the proposed demolition of the public toilets at Barton Beach and encouraged the support of all councillors.

Cllrs Kendal and Mans left the meeting at 7.00pm.

224. COMMITTEE REPORTS

a) Planning Committee

Cllr Clarke, Chairman of the Planning Committee, submitted minutes of the Committee Meetings held on 14 and 28 January, plus 11 February 2021, and moved their adoption.

Cllr Clarke referred to minute 376, Brockhills Development and a letter received from a local group named RABL, confirming the standard response to be given that we will respond as appropriate when the planning application is in place.

Cllr H Wallis-Dowling referred to an article on the NMTC website which explains to residents how to make appropriate representations. [PROPOSED BROCKHILLS LANE DEVELOPMENT - New Milton \(newmiltontowncouncil.gov.uk\)](http://www.newmiltontowncouncil.gov.uk/PROPOSED_BROCKHILLS_LANE_DEVELOPMENT)

It was then,

RESOLVED:

That the Minutes 353 to 381 inclusive be received.

b) Amenities Committee

Cllr Blunden, Chairman of the Amenities Committee, submitted the Minutes of the Committee Meeting held on 18 January 2021 and moved their adoption.

Cllr Blunden referred to minute 241, Col Wheeler VC plaque, noting that a decision had been made at that meeting and the Town Clerk confirmed that decisions cannot normally be reversed within six months.

It was then,

RESOLVED:

That the Minutes 234 to 248 inclusive be received.

c) Finance and General Purposes Committee

Cllr Davies, Chairman of the Finance & General Purposes Committee, submitted the Minutes of the Committee Meeting held on 1 February 2021 and moved their adoption.

It was,

RESOLVED:

That Minutes 213 to 226 inclusive be received.

d) Executive Committee

Cllr K Craze, Vice-Chairman of the Executive Committee, submitted the Minutes of the Committee Meeting held on 5 February 2021 and moved their adoption.

Cllr D Hawkins questioned the Collaborative Impact consultancy and the costs incurred for the workshops. Cllr K Craze advised that these workshops were previously agreed and budgeted for.

There followed a discussion about the Collaborative Impact workshops which the Chairman referred to Agenda item 11, Neighbourhood Plan Briefing Note Appendix 1.

It was then,

RESOLVED:

That Minutes 103 to 112 inclusive be received.

225. SCHEDULE OF PAYMENTS

The Schedule of Payments, previously circulated, was submitted for Council approval.

It was unanimously,

RESOLVED:

That the Schedule of Payments 06/20/21 in the sum of £178,460.92 for the period 1-31 December 2020 be approved.

The authorisation would be signed in due course after lockdown.

The Chairman adjourned the meeting for a short comfort break from 7.40 to 7.45pm.

226. REPORTS FROM MEMBERS SERVING ON EXTERNAL ORGANISATIONS

Cllr R Murrow gave an update on the hoped-for Dementia Community Forum setting up a network for Dementia Services providers and the Dementia Community. Dates for online Dementia Awareness sessions would be shared with Officers and Councillors to attend if they wished.

Cllr Murrow also referred to the NM Twinning Association and expected that the French Association visit would be postponed this year, due to COVID-19 travel restrictions, and hoped for it to happen next year.

He had also attended the NF Mencap Group regular “Chuesdays Chat” where he was warmly welcomed, and he thanked the NF Mencap staff Jackie and Christine for supporting the group members.

227. NEIGHBOURHOOD PLAN

The Chairman referred to Appendix 1 and asked Cllr S Clarke to provide an update on the Neighbourhood Plan Referendum due on 6 May 2021.

Cllr Clarke referred to the aspirational Neighbourhood Plan, being a community input document, and the upcoming focus on communications and engagement with residents to encourage them to vote for the Neighbourhood Plan at the Referendum.

Cllr Blunden referred to the upcoming Collaborative Impact workshops regarding Core Values and Governance, suggesting that these be put on hold as the Officers and Councillors focus as a team on the Neighbourhood Plan at Referendum.

Cllr J Ward voiced his concerns about the Core Values referring to Standing Orders. Cllr H Wallis-Dowling said that Core Values are important for all, noting that the Standing Orders Aims and Objectives are different to Core Values.

The Chairman said Core Values are important. Cllr Blunden proposed that we concentrate on preparing the Neighbourhood Plan and Referendum for 6 May and then continue with the workshops thereafter.

There was a unanimous show of hands in support of this proposal.

It was then,

RESOLVED: That the Council concentrate its efforts on the Neighbourhood Plan and getting it past the Referendum on 6 May 2021.

[Post Meeting Note: Local Government Act 1972, Schedule 12, paragraph 41 (1). Minutes of proceedings of a council and of its committees must be kept. They are intended to be formal records of official acts and decisions, not reports, still less verbatim reports, of the speeches made by councillors. Minutes should, therefore, be as short as is consistent with clarity and accuracy, and the arguments used in the discussion need be recorded only if the decision cannot be clearly expressed in any other way. Short, simple minutes are less likely to be defamatory than long reports... Arnold-Baker on Local Council Administration – 11th edition, Ed. Paul Clayden]

228. TOWN DEVELOPMENT MANAGER

The Chairman referred to the latest report from the Town Development Manager, previously circulated, which was noted by members.

Cllr Davies was pleased to note that Yellow Buses were to introduce a Sunday Service of the 1a bus route from Whitsun. Cllr O’Sullivan referred to the Neighbourhood Plan promotion and the TDM is working on a Campaign Proposal, including Calls to Action, advertising, and leaflet drops, will be made available shortly.

229. NEXT MEETING

The next Town Council Meeting will take place on **Monday 29 March 2021** at 6.30pm via Zoom.

The Chairman thanked members, officers, the public and press for attending and closed the meeting at 8.22pm.

Chairman _____ Date _____

Distribution:

Town Councillors

District Councillor Mrs J L Cleary

County Councillors M Kendal, F Carpenter, K Mans

New Milton Police

Press

Alan Watson – Focus & NMRA

Mark Jeffries – Estates & Facilities Manager



Minutes of the virtual meeting of the Planning Committee of the New Milton Town Council, held on Thursday 25 February 2021 at 6.30pm held via Zoom.

<u>Councillors:</u>	Chairman		S J Clarke
	Vice Chairman	p	A Reid
	K E Craze	p	D Samber
	S P Davies		D N Tungate
	p D E Hawkins	p	H Wallis-Dowling
	p B Murrow		
Officer:	Emma Towler - Business Administrator		

For the purposes of this meeting, all applications detailed have been determined via email, as per the delegation process assigned under minute 197f (12 March 2020).

There was 1 member of the public present.

In the absence of the Chairman, Cllr Clarke, the Vice-Chairman, Cllr Reid, Chaired the meeting.

383. APOLOGIES - Cllrs Clarke, Craze, Davies & Tungate

384. DECLARATIONS OF INTEREST - None

385. PUBLIC PARTICIPATION - None

386. MINUTES

It was **RESOLVED:**

That the minutes of the meeting held on 11 February 2021 be agreed by the Chairman as a correct record.

The Minutes will be signed at next opportunity.

387. MATTERS ARISING

Response from NFDC to minute 374 regarding the Aldi application decision notice:

The application for the Aldi food store was determined at the January Planning Committee and the Committee gave delegated authority to the Chief Planning officer to be authorised to grant subject to a Section 106 agreement and conditions. The Section 106 Agreement hasn't been completed yet.

All other action points have been completed to the timescales given or are in hand.

388. LIST OF APPLICATIONS

The list of applications for the period ending 10 and 17 February 2021 were considered (see appendix 1).

Applications 21/10130 and 21/10159 for proposed Lawful Development Certificates will be determined by NFDC.

389. LIST OF DECISIONS

The list of decisions for periods ending 10 and 17 February 2021 were noted (see appendix 1).

390. NEIGHBOURHOOD PLAN

The New Milton Neighbourhood Plan referendum will take place on 6th May 2021. It was queried whether the postal vote would be applicable.

(Post meeting note – if a voter requests a postal vote, it is a principle decision and relevant to all voting for either a short period, or indefinitely as the voter so chooses. There is no division of postal voting ability between County Council elections and Referendum for the Neighbourhood Plan)

Following members receiving messages from local residents concerning the potential development at Brockhills Lane, the Chairman reminded people that it is a strategic site and part of the NFDC Local Plan. The Town Council have no comment to make at this time as no planning application has been submitted. A briefing can be found on the NMTC website to assist with understanding of the process and answers current questions. <https://www.newmiltontowncouncil.gov.uk/2020/12/14/proposed-brockhills-lane-development/>

391. CORRESPONDENCEa) Proposed Cycling Event

Notification of a proposed cycling event to take place over the weekend of 15th-16th May 2021 (subject to COVID restrictions) starting and ending at EXBURY CLUB, EXBURY, SOUTHAMPTON SO45 1AH. Comments should be sent to NFDC by 18th March 2021.

b) March Forward Plan - NFDC

An email from NFDC notifying us of a newly published March Forward Plan which includes Mitigation for Recreational Impacts Supplementary Planning Document with a decision date of 7th April. More information can be found at <https://democracy.newforest.gov.uk/mgListPlanItems.aspx?PlanId=111&LLL=0>. There is an opportunity to subscribe for updates on the NFDC website.

392. NEXT MEETING

The next virtual meeting will be held on 11 March 2021 via Zoom. Members of the public can join the meeting by emailing info@newmiltontowncouncil.gov.uk no later than 24 hours before the meeting begins.

There being no further business to discuss, the Chairman thanked everyone for attending and closed the meeting to the public at 6.47pm.

Chairman _____ Date _____

Distribution:

Town Councillors;
District Councillors J L Cleary and C V Ward;
County Councillors F Carpenter, M Kendal and K Mans;
Press

List of Applications for the period ending 1 and 17 February 2021 – minute 388

Application No: **2011342** Applicant: Mr & Mrs Evans
 Ward: Becton Authority: NFDC
 Site: **Gorse Common, Barton Common Rd**
 Proposal: Single-storey rear extension to allow for independent living space
 NMTC Comment: ACCEPTABLE (delegated) subject to adherence to Neighbourhood Plan policy NM4 'Design Quality'

Application No: **2100074** Applicant: Mr Carpenter
 Ward: Bashley Authority: National Park
 Site: **Simba, Bashley Common Road**
 Proposal: Single storey extension; 1no. window; infill 1no. window; demolition conservatory
 NMTC Comment: ACCEPTABLE (delegated) subject to adherence to Neighbourhood Plan policy NM4 'Design Quality'

Application No: **2110112** Applicant: Mrs Smart
 Ward: Becton Authority: NFDC
 Site: **Holly Cottage, 52 Ashley Common Road**
 Proposal: Replacement timber and glazing to porch (Application for Listed Building Consent)
 NMTC Comment: ACCEPTABLE (delegated) subject to adherence to Neighbourhood Plan policy NM4 'Design Quality'

Application No: **2110159** Applicant: Mr & Mrs Hill
 Ward: Barton Authority: NFDC
 Site: **9 Highlands Road**
 Proposal: Roof alterations, new dormer (Lawful Development Certificate that permission is not required for proposal)
 NMTC Comment: This application is to be determined by NFDC

Application No: **2110130** Ward: Milton Authority: NFDC
 Site: **59 Station Road**
 Proposal: Use of first floor as 2 flats (Lawful Development Certificate that permission is not required for proposal)
 NMTC Comment: This application is to be determined by NFDC

Application No: **2110139** Applicant: Mr & Mrs Sugden & Herridge
 Ward: Milton Authority: NFDC
 Site: **6 Dawkins Way**
 Proposal: Single-storey extension with attached garage; demolish existing garage
 NMTC Comment: ACCEPTABLE (delegated) subject to adherence to Neighbourhood Plan policy NM4 'Design Quality'

Application No: **21/10074**

Applicant: Mr Wetherall

Ward: Barton

Authority: NFDC

Site: **28 Marine Drive East**

Proposal: Variation of condition 2 of planning permission 19/10267 to allow revised design of the proposed garage.

NMTC Comment: ACCEPTABLE (delegated) subject to adherence to Neighbourhood Plan policy NM4 'Design Quality'

TREES

Application No: **21/0067**

Ward: Bashley

Site: 16 The Lanes

Proposal: Fell 1 x Oak

NMTC Comment: NMTC object to the felling of any tree unless it is dead, dying or dangerous, no longer of amenity value, or otherwise agreed with the NFNPA Tree Officer for exceptional reasons.

Application No: **20/0702**

Ward: Fernhill

Site: 79 Manor Road

Proposal: Lime x 1 Fell, Lime x 1 Reduce Beech x 3
reduce Oak x 1 Reduce Chestnut x 1 Reduce

NMTC Comment: Pruning, where agreed with the relevant authority's Tree Officer, is acceptable provided the long-term health and amenity value of the tree is maintained and where reasonably required to maintain the owner's amenity.

NMTC object to the felling of any tree unless it is dead, dying or dangerous, no longer of amenity value, or otherwise agreed with the NFNPA Tree Officer for exceptional reasons.



Minutes of the virtual meeting of the Planning Committee of the New Milton Town Council, held on Thursday 11 March 2021 at 6.30pm held via Zoom.

<u>Councillors:</u>	Chairman	p	S J Clarke	
	Vice Chairman	p	A Reid	
	p	K E Craze	p	D Samber
	p	S P Davies	p	D N Tungate
	p	D E Hawkins	p	H Wallis-Dowling
	p	B Murrow		
Officer:	Theresa Elliott – Assistant Town Clerk			

For the purposes of this meeting, all applications detailed have been determined via email, as per the delegation process assigned under minute 197f (12 March 2020).

There were 2 members of the public present.

Mr Watson representing the New Milton Residents Association asked if the Town Council had been updated on the Crematorium build.

Mr Lord referred to application 21/10145 and noted that bats had been found roosting in a property further along the road.

393. APOLOGIES
None.

394. DECLARATIONS OF INTEREST
It was noted that application 21/10018 was bounded to the north by Town Council managed land and suitable comment would be added to the recommendation.

395. PUBLIC PARTICIPATION
The Chairman responded to Mr Watson by stating the item would be covered in correspondence later in the meeting.

The meeting clerk responded to Mr Lord by stating that in summary to members, she noted a bat survey had been completed at number 24, negligible value found and recommendation included reference to Neighbourhood Plan policy NM4.

396. MINUTES

It was **RESOLVED:**

That the minutes of the meeting held on 25 February 2021 be agreed by the Chairman as a correct record.

The Minutes will be signed at next opportunity.

397. MATTERS ARISING

The meeting clerk gave a summary of current position with the following action points

Minute 370f – Sway Road condition – noted on Hampshire County web tracker as 'enquiry progressing 24 February'

Station Road North condition (raised at Amenities) – reported to Hampshire County Council on 4 March

Minute 294e – Natwest unsightly land – On an update call to the agent, the meeting clerk established that a date for grinding tree stumps had not been progressed as there were further drain investigations needed. She advised, following from the Town Centre report provided to Amenities committee on 1st March, that the Town Council would like to prepare the surface (whether stumps in ground or not) and sow wildflower seeds and remove the metal barrier. The pictures from the report have been forwarded to the agent and we await their response.

(Post meeting note – meeting clerk attempted further contact on 12 March, ahead of Residents Association AGM Saturday 13 March. No further update was available at the time of these minutes being finalised).

Minute 370e - Brockhills Lane tree condition following storm felled tree over road 15/01/21 - Requested inspection take place of remaining TPO line. Hampshire County Arboricultural team emailed 01/03 stating issue resolved. The meeting clerk has requested specific detail on actions taken.

398. LIST OF APPLICATIONS

The list of applications for the period ending 24 February and 3 March 2021 were considered (see appendix 1).

399. LIST OF DECISIONS

The list of decisions for periods ending 24 February and 3 March 2021 were noted (see appendix 1).

400. NEIGHBOURHOOD PLAN

The Referendum version of the Plan has been finalised and will be on the website (www.newmiltonplan.org.uk) by Monday 15 March.

Town Development Manager Suna King has provided key points from the referendum campaign as below, with a more detailed sheet available with these minutes

- Press release was issued week commencing 1 March.
- April issues of New Milton Mail, New Milton Mercury and Barton Bugle (distributed across the Parish) to have full page promotion.
- Door drop of the leaflet being designed this week to meet deadline for distribution by Royal Mail week commencing 26 April.
- Two Town Council briefing/presentations proposed for 23rd March:

4pm Session for members and staff and 6.30pm Public session. The sessions will include a presentation on the Neighbourhood Plan and promotion of the Referendum with an opportunity for questions afterwards.

A remote meeting was held on 9 March with the Town Clerk, Assistant Town Clerk, Town Development Officer and members Clarke, Craze and Reid with Head of Planning for the District Council Claire Upton-Brown. Several issues were discussed which include

Projects deliverability which needs to be assessed; a stakeholder workshop to be planned following a hopefully successful referendum result (free session offered by existing contractors O'Neill Homer); delivery working groups for consideration to be a decision making and separate community consultation group.

Article 4 Directives were discussed, which would halt use of permitted development in the town centre that could potentially allow shop units to become dwellings without need for a planning application. NFDC advice was that the government change is unlikely, as seen with previous changes, to have a widescale effect and therefore the basis for Article 4 Directives is undermined. It was acknowledged that there would however be likely piecemeal change. Town Development Manager will be setting up a meeting with Double H Nurseries to update on positions, and the meeting clerk had revised the website text for the expected Brockhills Lane development site. On request from members, this has been forwarded to Claire Upton-Brown for review before uploading for public view.

(Post meeting note – the revised text is now able to be viewed at

<https://www.newmiltontowncouncil.gov.uk/2020/12/14/proposed-brockhills-lane-development/>)

The Chairman and Cllr Hawkins discussed the rationale around out of town housing sites not being part of the Neighbourhood Plan, with the group having focussed on Town Centre regeneration. The Chairman referred to the website text on Brockhills Lane strategic site which Cllr Wallis Dowling had developed with the meeting clerk. Cllr Wallis Dowling stated it was important to empathise and empower residents so they understood the process and comments made would be focussed and valid, once the application was received. Cllr Hawkins stated he was also receiving a number of enquiries due to his position on the District Councils Planning Committee. The Chairman reiterated the need to refer all to the web page.

401. CORRESPONDENCE

- a) Strategic Site Update – Greenwood Place Ref: 16/10994 – 28 dwellings
A recent site meeting was held involving NFDC, the Developer and the Landscaper, to confirm everything that remains to be remediated. The landscaper has completed more minor soft landscaping works involving shrubs, hedgerows and site maintenance. The trees were planted week ending 7 March, with NFDC on site to ensure they were planted as per their standard. This should ensure the longevity of the tree stock and should avoid the failures that have already occurred. All the soft landscaping remedials should therefore be completed within this planting season. There are several hard landscaping issues, mainly relating to the play park boundaries, that are being dealt with by the Developer. These works should take place shortly .
Inspections will continue by NFDC until the remaining snags are addressed.

- b) Action with Communities in Rural England

Cllr Wallis-Dowling had found an interesting article regarding the above charity calling for a legal requirement that binds local planning authorities to work with communities, as part of its planning reforms. There are several aspects they are calling for, shown on the link below

<https://acre.org.uk/news/2021-03-04-genuine-community-engagement-must-be-a-statutory-requirement-at-the-heart-of-planning-reforms>

c) Planning Committee meeting Thursday 6 May 2021

As the Neighbourhood Plan Referendum has been confirmed for the same date, the Planning Committee meeting should take place on a different date. The meeting clerk proposed the meeting date move forward to **Tuesday 4 May 2021** and this was supported by all.

d) New Forest Access Forum

This organisation is currently inviting applications from those interested in walking, dog walking, cycling, equestrian, disabled access, health and wellbeing, access to water, tourism, local businesses, youth and education, communing, landowning and volunteering. It is an independent advisory body that operates under statute, with the appointing authorities being Hampshire County Council and New Forest National Park Authority. It meets four times per year, usually outside of the New Forest area. Application forms can be downloaded from www.newforestaccessforum.org.uk and emailed to access.forum@newforestnpa.gov.uk. Anyone interested should contact Adam Vasey, National Park Access Ranger, at adam.vasey@newforestnpa.gov.uk or call 07384 517633 for an informal chat.

e) Holmsley Bridge Replacement

Hampshire County Council inform that a contractor has now been appointed and a press release will be available soon. They are developing traffic and environmental plans to ensure the scheme is sensitive to the unique area, working with the National Park Authority, Verderers, Natural England and Forestry England. Preliminary works will start with acoustic fencing being erected by 26 March, and trial holes for public utility locations in April/May, which will require road closures.

f) Crematorium, Stem Lane

New Forest Crematorium Director Jeremy Hinton had recently advised the Chairman that, as some had noticed, the site clearance had started which included trees and shrubs as per the plans to create visibility splays for the access road. It was expected a short closure of the footpath would be necessary, which would be advertised locally. Construction works are scheduled for 6 April with completion expected by 23 December 2021.

402. NEXT MEETING

The next virtual meeting will be held on 25 March 2021 via Zoom. Members of the public can join the meeting by emailing info@newmiltontowncouncil.gov.uk no later than 24 hours before the meeting begins.

There being no further business to discuss, the Chairman thanked everyone for attending and closed the meeting to the public at 7.24pm.

Chairman _____ Date _____

ACTION POINTS

Minute	Task	By whom	By when
400	Revised Brockhills Lane text on website	Meeting clerk	ASAP
400	Attach Campaign sheet to minutes	Meeting clerk	12/03/21
400	Send notes from 9 March meeting to members	Meeting clerk	12/03/21
401c	All diaries, calendars to represent date change	All	25/03/21
294e	Natwest land, progress wildflower enquiry	Meeting clerk	12/03/21

Distribution:

Town Councillors;
 District Councillors J L Cleary and C V Ward;
 County Councillors F Carpenter, M Kendal and K Mans;
 Press

List of Applications for the period ending 24 February and 3 March 2021 – minute 398

Application No: **2011405** Ward: Bashley Authority: NFDC
Applicant: Mr Carter-White
Site: 30 Hazelwood Drive

Proposal: Proposed rear conservatory

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence with Neighbourhood Plan policy NM4 regarding the need to mitigate effects of climate change.

Application No: **2110018** Ward: Becton Authority: NFDC
Applicant: Mrs Kitcher
Site: Land of 6 Andrew Lane

Proposal: Two semi-detached dwellings

(Outline Application details only of Access & Layout)

NMTC Comment: OBJECT (Delegated)

(1) The plot division and subsequent intensification is out of character and contrary to Local Distinctiveness Study page 45 text on 'Rhythms, patterns and consistency in features and detail'.

(2) The lack of parking for 3 bed properties would also create further issues along this busy road which is already suffering with overload of on-road parking, contrary to Local Distinctiveness study page 45 regarding 'Access points'.

(3) Cramped and contrived.

N.B. The land directly north is managed by New Milton Town Council and it is acknowledged that all access to site would be purely from Andrew Lane.

Application No: **2110079** Ward: Becton Authority: NFDC
Applicant: Mr Rees
Site: Land of 1 Duncan Road

Proposal: Link detached bungalow; associated parking

NMTC Comment: OBJECT (Delegated)

(1) The narrow plot width, forward projection and now visible front door negatively affect the character of the area as per Local Distinctiveness Study pages 44 and 45.

(2) Back land development, of cramped and contrived nature.

(3) Overbearing.

Application No: **2110145** Ward: Fernhill Authority: NFDC
Applicant: Mr Wardale
Site: 24 Manor Road

Proposal: Two-storey side and rear extension

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence with Neighbourhood Plan policy NM4 regarding the need to mitigate effects of climate change.

Application No: **2110151** Ward: Fernhill Authority: NFDC
Applicant: Mr & Mr Morton
Site: 10 Marston Road

Proposal: Single-storey side extension with attached double garage; demolish existing garage & car port

NMTC Comment: ACCEPTABLE (Delegated) subject to Tree Officer comments and adherence with Neighbourhood Plan policy NM4 regarding the need to mitigate effects of climate change.

Application No: **2110175** Ward: Becton Authority: NFDC
Applicant: Mr Gorton
Site: Ladybowler, 21 Ashley Common Road

Proposal: Gable roofed front porch

NMTC Comment: OBJECT (Delegated) The porch steps forward of the clear building line and does not respect the set back as detailed in Local Distinctiveness Study page 44.

Application No: **2110179** Ward: Barton Authority: NFDC
Applicant: Mr Patel
Site: Land of 30 Barton Drive

Proposal: Removal of condition 6 of planning application 20/10101 to remove the requirement for cycle storage

NMTC Comment: ACCEPTABLE (Delegated)

Application No: **2110186** Ward: Milton Authority: NFDC
Applicant: Mr & Mrs Petty
Site: 29 Albert Road

Proposal: Single-storey rear extension (remove existing conservatory); roof lights

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence with Neighbourhood Plan policy NM4 regarding the need to mitigate effects of climate change.

Application No: **2110190** Ward: Barton Authority: NFDC
Applicant: Mr & Mrs Bennett
Site: The White House, 41 Marine Drive East

Proposal: Single-storey rear extension & extension to front balcony

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence with Neighbourhood Plan policy NM4 regarding the need to mitigate effects of climate change.

Application No: **2110201** Ward: Becton Authority: NFDC
 Applicant:
 Site: 12 Greenfield Gardens

Proposal: Proposed alterations to roof design and existing fenestration with internal alterations; removal of existing conservatory

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence with Neighbourhood Plan policy NM4 regarding the need to mitigate effects of climate change.

Application No: **2110203** Ward: Barton Authority: NFDC
 Applicant: Mr Long
 Site: 24 Fairfield Road

Proposal: Replace existing garden store in rear garden with a single-storey timber frame garden building.

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence with Neighbourhood Plan policy NM4 regarding the need to mitigate effects of climate change.

Application No: **2110221** Ward: Fernhill Authority: NFDC
 Applicant: Mr John Hinds
 Site: Friars Gate, Barrs Wood Drive

Proposal: Replacement of existing boundary fence to southern & eastern perimeters

NMTC Comment: OBJECT (Delegated)

- (1) The removal of the hedge is regrettable and contrary to Local Distinctiveness Study Page 39 regarding 'Green Infrastructure'.
- (2) The erection of the fence creates a starkness and is contrary to local character, as per page 39 of the Local Distinctiveness Study text entitled 'Front Boundary'.
- (3) This development sets a precedent

The Committee stated that this retrospective application should not be permitted and enforcement action should be robust (not closed as expedient). The Committee expects full support from NFDC on this matter due to the policies available.

Application Number: **21/0069**

Ward Name: Milton

Location: Rothbury Park

Description Monterey Pine 1 x fell

NMTC Comment: NMTC object to the felling of any tree unless it is dead, dying or dangerous, no longer of amenity value, or otherwise agreed with the relevant authority's Tree Officer for exceptional reasons.

Minutes of the Zoom online meeting of the Amenities Committee of the New Milton Town Council held on Monday 1 March 2021 at 6.30 pm.

Chairman	p	G R Blunden		
Vice Chairman	p	D E Hawkins		
<u>Councillors:</u>	p	M Craze	p	C V Ward
	p	D A Rice-Mundy	p	A D O'Sullivan
		A W Rice	p	R Murrow
	p	V E Schooling		

In Attendance

Councillors: S Clarke, S Davies, A Reid, D Samber

Officers:

G Flexman	Town Clerk	T Elliott	Assistant Town Clerk
E Towler	Business Administrator	M Jeffries	Estates & Facilities Manager
S King	TDM	J Hayward	Administrator

The Chairman welcomed councillors, 5 members of the public, 6 officers and a press representative to the online meeting.

PUBLIC PARTICIPATION

Alan Watson of the NMRA will be sharing the results of the Straw Poll regarding the beach side toilets at Barton with 1.9% voting that the toilets are not required out of 450 responses.

Julia Stamper shared plans for a community garden and highlighted the benefits including mental health. There has been a large positive response from community groups and schools. In order to carry out the proposal, a suitable plot of land would need to be found in a central location, accessible to all with an available water supply.

249. APOLOGIES

Cllr A Rice.

The Clerk referred to standing order number 108 which grants an extended leave of absence to any member who has been unable to attend meetings for 6 consecutive months. Due to COVID, members agreed this applied to Cllr Rice.

250. DECLARATIONS OF INTEREST - None

251. PUBLIC PARTICIPATION

The Chairman noted the comments made by Alan Watson with the Clerk confirming he will distribute the poll results to Councillors once received.

The Chairman voiced support for the community garden and confirmed a suitable Town Council location will be considered.

252. MINUTES

It was

RESOLVED:

That the Minutes of the meeting held on 18 January 2021, previously circulated, be signed by the Chairman as a correct record.

The Minutes would be signed in due course.

253. MATTERS ARISING FROM THOSE MINUTES

Minute	Action Points	Action by date	To be actioned by
236 d)	LNR status - Ballard Water Meadow	01.03.21	Town Clerk / NFLAS
238	Men's Shed proposed site at Fawcetts	01.03.21	Estates Manager
239 a)	NFDC Mitigation - Recreational Impacts	21.02.21	Planning Committee
239 b)	HCC Rural Town & Parish Programme	25.01.21	Administrator
247 c)	CCTV Camera proposal for BOS clifftop	01.02.21	F&P Committee
247 d)	Developers damage to Barton Common	01.03.21	Estates Manager

Referring to minute 236d), the Clerk referred to an email from NFLAS, detailing the potential benefits of the LNR status including how it could provide extra protection to the site, in addition to the Site of Importance for Nature Conservation designation and may also add weight to the case for further government funding in future.

Under minute 247c), an initial email was received from Brian Byrne NFDC suggesting that a conversation takes place locally before raising expectations of CCTV for BOS. The matter will be discussed later in the meeting at agenda item 9 (minute 257).

254. CORRESPONDENCE

The Clerk read out the following items of correspondence:

- a) An email received from Matt Wisdom of NFDC Democratic Services noting that the 13 March NMRA AGM meeting will likely fall outside of purdah (which starts from the 22 March). In terms of the Town Council Annual Towns' Meeting proposed on 30 April, the business of the Council does not stop during purdah, so this is unaffected. It is always worth being mindful of the test just in terms of any sensitivities closer to the time - could a reasonable person conclude that you are spending public money to influence the outcome of the election. All councillors just need to have this in mind with regard to publicity and the use of Council resources. Statements to be issued by the Town Clerk rather than Members. It helps that the HCC elections involve none of the New Milton Town Councillors.

- b) An email detailing damage to the copse area at Meadow Way, which forms part of Barton Common. The Estates Manager has been in correspondence with one of the people responsible, who apologises for any damage, and plans to work with them on the matter. Further reinstatement works are being looked into such as replanting and possibly a small length of fencing by the roadside.
- c) An email updating progress on the new footbridge proposed across the railway on Station Road. Network Rail has given technical approval of the design and the contract documents are currently being looked at. A meeting with NR on site to trace their trackside cables is needed for positioning of the temporary debris barriers. HCC are in discussion with the department's service contractor about some of the practicalities of the scheme, such as methods for removing the old footbridge, siting of cranes and low loaders and location of site offices/compound.

255. LAND USE REQUESTS - None

256. RECREATION GROUND

The Chairman referred to Appendix 1, a request to review the Col Wheeler decision. It was suggested that a meeting takes place on site after lockdown to discuss this further, which was supported by members, the Chairman referring to minute 241.

257. CCTV

The Chairman referred to Appendix 2, CCTV at Barton, and the initial NFDC advice. It was suggested that the Council have a meeting with NFDC to note the incidents with Cllr Murrow volunteering to assist ward members, being a local resident.

258. GREEN ROUTES

The Chairman referred to Appendix 3, a draft report by the Green Loop Working Party.

Jill Colclough of NFDC provided an update, predominantly focusing on walking routes connecting local people to popular destinations in the town.

The Chairman proposed £30k CIL monies be used to support this project which was seconded by Cllr O'Sullivan.

It was then

RECOMMENDED: That £30k CIL monies be used towards the Green Routes.

259. SUSTAINABILITY ACTION PLAN

The Chairman referred to Appendix 4, Sustainability Action Plan. The Assistant Town Clerk provided an update, highlighting focal points and statement of intent, which was noted by members.

260. NO.1 PROJECT

The Chairman referred to Appendix 5, an update on the No.1 Project. Cllr K Craze provided an update, informing members that SWR had initially put aside £42k under their CCIF funding but contractor quotes came in considerably higher, the lowest being £91.5k. Veronika Krcalova of SWR is exploring possible funding avenues and will provide the Town Council with a further update in March.

Cllr Clarke left the meeting at 7.44pm.

261. FESTIVE LIGHTS

The Chairman referred to Appendix 6, the 2020-21 Lighting Display report.

The Assistant Town Clerk provided an update, thanking the sponsors for their support, the full list of which can be found on the Council website under Amenities Committee appendices.

Cllr Hawkins highlighted the thanks he received from local residents who especially enjoyed the festive lights during this difficult time.

262. HIGH STREET

The Chairman referred to Appendix 7, Highstreet Report.

The Estates & Facilities Manager provided an update, informing members that the Council have entered this year's regional South & South East in Bloom competition but the national Britain in Bloom contest is not going ahead this year.

Members thanked the Estates & Facilities Manager for his report.

263. OTHER UPDATES - None264. NEXT COMMITTEE MEETING

Monday 13th April 2021 at 6.30pm via Zoom. Details to be confirmed on Agenda.

The Chairman thanked members of the public for attending and closed the public part of the meeting at 8.15pm.

PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

The Chairman may move that the public be excluded from the meeting for any item(s) of business pursuant to section 1 of the Public Bodies (Admissions to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

265. FEES & CHARGES

Following a request from the Bowls Club to undertake maintenance of the bowling greens it was suggested that their rental charge could be reviewed from 1 April 2021.

The Chairman thanked Members and Officers for attending and closed the meeting at 8.18pm.

CHAIRMAN _____ DATE _____

Minute	Action Points	Action by date	To be actioned by
249	Extended leave of absence Cllr Rice	29 March 2021	Town Council
254	Purdah advice from Matt Wisdom NFDC	6 May 2021	Members
256	Col Wheeler Plaque location on the Rec	13 July 2021	Amenities
257	CCTV at BoS meeting of ward members	29 March 2021	Cllr B Murrow
258	CIL funding for Green Routes of £30k	15 March 2021	F&GP
265	Review Bowls Club rent from April 2021	15 March 2021	F&GP

Distribution:

Town Councillors
 Estates & Facilities Manager
 District Councillors J L Cleary
 County Councillors M Kendal, F Carpenter and K Mans
 New Milton Police
 Press
 Alan Watson – FOCUS & NMRA

Minutes of the meeting of the Finance & General Purposes Committee of the New Milton Town Council held on Monday 15 March 2021 at 6.30pm through Zoom video communications.

	Chairman	p	S P Davies	
	Vice-Chairman	p	D N Tungate	
Councillors:	p	G R Blunden	p	S J Clarke
	p	K Craze	p	A D O'Sullivan
	p	A Reid		J G Ward
	p	M Brownsea		
In attendance:	Cllrs D Hawkins, R Murrow & H Wallis- Dowling			
Officers:	G Flexman - Town Clerk			
	E Towler - Business Administrator			
	S Ramsaywack - Youth Services Manager			

The Chairman welcomed councillors, officers, and two members of the public to the virtual meeting.

228. APOLOGIES – Cllr J Ward

229. DECLARATIONS OF INTEREST - none

230. PUBLIC PARTICIPATION - none

231. MINUTES

The Chairman referred to the minutes of the last meeting.

The Town Clerk referred to Minute 215 and suggested the following wording:

“Members agreed that the £500 grant aid previously awarded to the New Milton Lions Club could be retained by the Lions for a future event if this year’s May Fair was postponed due to Covid restrictions.” Members agreed the change of wording.

It was then,

RESOLVED:

That the minutes of the meeting held on 1 February 2020, having been circulated, be signed by the Chairman as a correct record, subject to the above amendment.

The minutes will be signed in due course.

232. MATTERS ARISING

All action points had been completed in the timescale given.

Min 218b) - The start time of meetings was discussed and agreed to remain at 6.30pm.

Min 221 - A local discussion was advised by NFDC before the matter is taken any further.

Minute	Action Point	Date	Action By
215	Lions Club grant retention	15.02.21	Town Council
218 b)	Start time of meetings	05.02.21	Execs Mtg at 4pm
221	Request CCTV for Barton	15.02.21	Town Council

233. CORRESPONDENCE

The Town Clerk referred to the following correspondence:

- a) An email from Matt Wisdom of NFDC Democratic Services regarding the Extraordinary NFDC Council meeting proposed to take place 14th June for the Neighbourhood Plan. It was agreed that the F&GP meeting would be moved from the 14th to the 15th June to accommodate this.
- b) A final invoice received from Lacey's Solicitors which has come in under budget.

234. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, Schedule of Payments for the period 1 Jan - 28 Feb 2021 in the sum of £163,351.48, as previously distributed. The Town Clerk highlighted the following items over £1,000:

- a) CGA Consulting - Green Routes project - £2,079.60
- b) Christchurch Powr Tools - machinery servicing - £1,398.78
- c) Gristwood & Toms - Tree work for November and December - £2,754.53
- d) Npower - usage at Fawcetts and Ashley for October - November - £1,480.96
- e) Spark X - Christmas Lights installation - £4,191.00
- f) Atech - electrical works at Barton and Fawcetts - £6,210.00
- g) Hillier Nurseries - Orders for the Plant a Tree scheme - £3,973.20
- h) NFDC - CCTV line rental April - September 2020 - £2,465.00
- i) RMB Hydroseeding - wildflower mix - £3,180.00
- j) Christchurch Machinery - annual machine servicing - £1,874.71
- k) Atech - completion of lighting upgrades at Fawcetts - £7,875.32 CAPEX
- l) Bournemouth Water - August 2020 - February 2021 - £1,047.01
- m) Collaborative Impact - commissioned work for NP - £4,800
- n) Site Safety - Rapid test kits - £1,296.00

Cllr Blunden queried whether the Council could claim money back for the rapid test kits through HCC or NFDC. The Town Clerk said this would be looked into.

ENDORSED:

The Schedule of Payments 07/20/21 covering the period 1 Jan - 28 Feb 2021, in the sum of £163,351.48 was ENDORSED for Council approval.

235. MONTHLY ACCOUNTS

The Chairman referred to Appendix 2, which was noted by members.

The Clerk highlighted that Amenities is close to budget having recently benefitted from the NFDC Covid payment of £15,773.

F&GP have savings to date of £96k, including savings within the Neighbourhood Plan and Youth Work budgets, plus Communications & Media and Events expenditure / Grant Aid.

236. AMENITIES REFERRED MATTERS

The Chairman referred to Appendix 3, referred matters.

Referring to Amenities minute 258, and following a presentation made by Jill Colclough of NFDC on Green Routes, there was a suggestion that £30k CIL monies be used to support this project.

Councillors supported the idea suggesting it be recommended to Town Council for endorsement.

It was then

RECOMMENDED:

That £30k CIL monies be used towards Green Routes.

237. NEIGHBOURHOOD PLAN

The Chairman referred to Appendix 4, Neighbourhood Plan Referendum costs, which was noted by members, there being a legal limit of £3,642, like election expenses.

Cllr Tungate asked for the Town Development Manager to check the printing costs and see whether they could be secured cheaper elsewhere.

238. RISK REPORT

The Town Clerk referred to Appendix 5, Risk Assessment Report, which was noted by members, especially some new risks associated with Covid-19 Coronavirus.

It was

RECOMMENDED:

That Risk Assessments for 2021 be presented to Town Council for endorsement and signing off at its meeting on 29th March 2021.

239. FESTIVE LIGHTS

The Town Clerk referred to Appendix 6, Festive Lights financial report 2020/21, £1,750 savings noted by members having previously been presented to the Amenities Committee.

240. INVESTMENTS

The Town Clerk referred to Appendix 7 regarding additional other investment opportunities.

It was noted that the CCLA have a Local Authorities Property Fund the Council may consider for long term investment. It was agreed a Working Party meet to discuss options.

241. YOUTH GRANT AID

The Chairman went out of session at 7.04pm to speak to Elaine Ramsdale about the ASBOC Youth Grant Aid application.

Ms Ramsdale highlighted the fact that the ASBOC building has had to close during the pandemic and they hope to host outdoor activities from June-October which will include the hire of professional sports coaches and equipment. Following discussion, it was

RECOMMENDED:

That ASBOC be granted £8,150 from the Youth Grant Aid budget.

The Chairman went back into session at 7.14pm.

242. GRANT AID

The Chairman referred to Appendix 9, a Grant Aid application from the charity Compass Counselling to provide 1 on 1 counselling to local residents.

Cllr Blunden proposed granting 50% more than what was originally asked for (£450) which was supported by members.

The Chairman wished to thank the charity for the important work that they are doing. It was

RESOLVED:

That Compass Counselling be granted £750 from the Grant Aid budget.

243. YOUTH WORK

The Youth Services Manager provided an update on youth work including the Ashley Youth Club which is well attended every Wednesday at Ashley Rugby Club in small groups. There are planned activities taking place during the Easter holidays, both indoors and outdoors.

The Play & Youth Forum was well attended with local community groups sharing concerns and working together to overcome issues. The YSM also confirmed that the youth team will be highlighting the benefits of the Neighbourhood Plan to the youth of the town.

244. ANY OTHER UPDATES

The Clerk asked the Business Administrator to update members about the idea of recording Council meetings and uploading online which was acknowledged favourably by members.

The planned platform will be YouTube with members voicing their preference on holding meetings on Zoom rather than MS Teams due to it being more user friendly for larger audiences.

The Chairman suggested that this be taken to Town Council for further discussion with Town Council procedure and standing orders to be reviewed.

245. NEXT MEETING

The next meeting will be held via Zoom on **Monday 26th April 2021** at 6.30pm.

The Chairman thanked members of the public for attending and closed the public part of the meeting at 7.30pm.

PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

The Chairman may move that the public be excluded from the meeting for any item(s) of business pursuant to section 1 of the Public Bodies (Admissions to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

246. FEES & CHARGES

Following a request from the Bowls Club to undertake maintenance of the bowling greens it was suggested that their rental charge could be reviewed from 1 April 2021. It was agreed that a further discussion will need to be had with the bowls club.

With there being no further business to discuss, the Chairman thanked members, and officers for attending and closed the meeting at 7.36pm.

Chairman _____

Date _____

Minute	Action Point	Date	Action By
236	£30k CIL fund Green Routes	29.03.21	Town Council
238	Risk Assessments 2020-21	29.03.21	Town Council
241	Youth Grant Aid - ASBOC	29.03.21	Town Council

Distribution:

Town Councillors

District Councillors Mrs C V Ward, Mrs J L Cleary

County Councillors M Kendal, K Mans, F Carpenter

New Milton Police

Press

NMRA – Alan Watson

Town Council Meeting 29 March 2021

RISK ASSESSMENTS 2021

The Town Council uses an updated Local Council Risk Assessment (LCRS) software program that was originally installed to help identify and address a small number of potential risks.

The program now covers up to 50 risk areas from allotments to websites identifying 300+ potential risks facing local councils. Some risk areas such as burial grounds/cemeteries do not apply to New Milton and are discounted.

The likelihood of each risk arising, and the impact on the Council were considered in turn. If the likelihood was low it scored 1, medium 2 and high 3. If the impact was low that scored 1, medium 2 and high 3.

By way of exception reporting 18 main risk areas are highlighted below:

1. Allotments – Control of Covid-19, inspection of allotment sites & plots
2. Bonfires – Public safety and control of numbers attending such events
3. Bus Services – Ensure adequate funding of the Cango booking system
4. Bus Shelters – Ensure cleanliness & appropriate ongoing maintenance
5. Car Parks – Minimise fly-tipping & ensure safety of all ground surfaces
6. Commons – Maintain security and ensure safe grazing of open access
7. Computing-Ensure homeworking protocol in place when offices closed
8. Data Protection –GDPR compliance & ongoing system security checks
9. Drainage – Minimise risk, work with Environment Agency NFDC / NPA
10. Staff- Adequate resource needed for Neighbourhood Plan Referendum
11. Rec –Assess events on the Rec in view of on-going Covid/Coronavirus
12. Governance – General Power of Competence (GPC) to be maintained
13. Land – Protect all Sites of Importance for Nature Conservation (SINC)
14. Meetings – Duty to hold meetings and adhere to Equality Diversity Act
15. Open Spaces – Ensure compliance with latest Govt. Covid restrictions
16. Play Areas – Ensure adequate Covid disinfecting of all play equipment
17. Memorial Hall –Ensure Youth provision / ongoing charity arrangements
18. Shelters & Seats - Budget replace/renew bus shelters on phased basis

As a result of using updated software, individual Action Plans have been drawn up for each risk detailing actions to be taken to reduce all of the 37 risks identified. It has helped highlight new risk areas such as COVID-19 and the effects of Coronavirus. These are new, and ongoing risks that need to be addressed for the foreseeable future.

RECOMMENDED:

That Town Council adopts the revised Risk Assessment Report for the year 2021.

NEW MILTON TOWN COUNCIL CALENDAR OF MEETINGS 2021

Month & Year	Town Council	Amenities Committee	F & GP Committee	Planning Committee
	Monday	Monday	Monday	Alternate Thursdays
January 2021	4	18	-	14 & 28
February 2021	15	-	1	11 & 25
March 2021	29	1	15	11 & 25
April 2021		13 (Tues)	26	8 & 22
30 Annual Towns				
May 2021	10 Annual Meeting	-	-	4 & 20
June 2021	28	1 (Tues)	15 (Tues)	3 & 17
July 2021 10 Indian Obelisk	-	13 (Tues)	26	1, 15 & 29
August 2021 23 WW11 Clock	9	-	-	12 & 26
September 2021	-	7 (Tues)	20	9 & 23
October 2021 *Annual Allotments	4	18	-	7 & 21
November 2021 14 Remembrance	15	29	1 8 Execs Budget 22 Exec Budget	4 & 18
December 2021 *Carol Service	-	-	13	2 & 16

***To be confirmed**

All meetings are held at 6.30pm via Zoom or in the Town Hall, 2 Ashley Road, BH25 6AS
Members of the Public are welcome to attend any meeting and may speak as follows:

- a) If time permits, Town Council meetings will be adjourned at the end for a 'DEMOCRATIC HALF HOUR' during which members of the Public, with the approval of the Chairman, may initiate discussion on matters of community interest and which fall within the responsibility of the Town Council.
- b) Prior to the commencement of other meetings, and at the discretion of the Chairman, a short period of Public Participation may take place. Members of the public may speak on any item(s) appearing on the public agenda, or on any other matter that falls within the Committee's terms of reference.

Note: The Annual Town's Meeting is a public meeting normally required by statute to be held in the period between 1 March and 1 June (inclusive) each year (not 2020) at which any elector for the town area then present may speak at any time at the discretion of the Chairman, on matters arising or on matters of direct concern in the said area. But it is not a Town Council meeting.

NOTICE OF REFERENDUM

Referendum on the Neighbourhood Plan for New Milton area

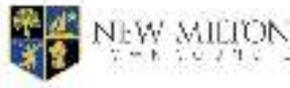
1. A referendum will be held on **Thursday, 6 May 2021** to decide on the question below:

'Do you want New Forest District Council and New Forest National Park Authority to use the Neighbourhood Plan for New Milton area to help it decide planning applications in the neighbourhood area?'
2. New applications for, or amendments or cancellations of postal votes and amendments or cancellations of existing proxy votes must reach the Electoral Registration Officer at Appletree Court, Beaulieu Road, Lyndhurst, SO43 7PA, by **5pm on Tuesday, 20 April 2021**.
3. New applications to vote by proxy at this referendum must reach the Electoral Registration Officer at the above address by **5pm on Tuesday, 27 April 2021**.
4. Applications to vote by proxy at this referendum applied for on grounds of physical incapacity, or because of work reason that occurred after 5pm on Tuesday, 27 April 2021 must reach the Electoral Registration Officer at Appletree Court, Beaulieu Road, Lyndhurst, SO43 7PA by **5pm on Thursday, 6 May 2021**.

Dated: Monday 22 March 2021



Robert Jackson
Counting Officer



Town Development Manager Report For Town Council Meeting 29 March 2021

1. Neighbourhood Plan: Referendum Campaign

Referendum date: 6 May 2021 – (along with elections for HCC Councillors and Hampshire Police and Crime Commissioner). **The question being asked:**

“Do you want New Forest District Council and New Forest National Park Authority to use the Neighbourhood Plan for New Milton area to help it decide planning applications in the neighbourhood area?”

If over 50% of those voting say Yes, the Plan will be adopted – with an Extraordinary NFDC Council meeting on 15th June to ‘make’ the Plan. Otherwise the Plan will be dropped.

2. Neighbourhood Plan: promotion

Zoom briefings to take place on 23 March for NMTC and the public, on the promotional campaign.

The communications mix covers targeted and broadcast media (print and social), online and face-to-face public engagement (via market stalls) – reaching all households over the coming weeks. This includes a 4-page A5 colour leaflet being distributed to all households w/c 26 April. Officers and members are also collaborating with NMRA and the Memorial Centre for their own communications on the Referendum.

3. Neighbourhood Plan: project delivery

An initial meeting was held in March with Claire Upton-Brown, NFDC’s Chief Planning Officer, to explore how NFDC can help with delivery of the Community Vision. A meeting will be scheduled, after the Referendum, to assess deliverability of projects – from quick wins to more complex, long term projects. SK will be liaising with CUB on specific meeting objectives and format.

4. Neighbourhood Plan: stakeholder workshop

A free-of-charge Workshop has been offered by our Neighbourhood Plan planning consultants, for key stakeholders in the Neighbourhood Plan – to align aims and facilitate working towards a shared vision. This will be scheduled after the Referendum.

5. New Forest Show 2021

Sadly cancelled once more as not financially viable during this time of uncertainty. This wasn’t unexpected. We look forward to the best ever show in 2022.

6. Green Routes

Quick Wins: Six routes surveyed and reported with the Quick Wins assessed so they can be incorporated into an Action Plan. After being passed by Amenities and F&GP Committees, the Town Council will be asked to approve funding to enable these and further actions to be scheduled.

Consultations: Plans are currently in development, to be confirmed at the next Steering Group meeting on 30 March, for an online survey of the six routes surveyed and reported. Additionally, the location of four people-counters will be agreed. Further plans for consultations – including face-to-face and targeted – will follow.

LCWIP Stakeholder Workshop: Joanna Hayward, as lead officer of our steering group, was invited to a stakeholder workshop for the New Forest Local Cycling & Walking Infrastructure Plan (LCWIP). This provided an important opportunity to raise the profile of local issues and aims – including the Neighbourhood Plan’s vision for a better pedestrian and cycling experience into and around New Milton’s town centre.

7. Cultural & Community Hub

SK and the Town Clerk met with Peter Parslow to welcome him onto the Working Group. Peter has taken over from Clive Rigden. An updated joint public statement is expected to be signed off at the next Working Group meeting on 24 March.