

**NEW FOREST ASSOCIATION OF LOCAL COUNCILS (NFALC)****Minutes of the Annual General Meeting of the New Forest Association  
of Local Councils held at ATC, Lyndhurst on 14 July 2022 at 6.00pm****Parish/Town Council****Name**

Bramshaw	Sue Bennison
Brockenhurst	John Korbey – Vice Chairman
Copythorne	Graham Chilcott
Denny Lodge	Eve Elcoate
Lymington	Colin Wise
Lyndhurst	George Bisson – Chairman
Minstead	Bill Andrews
	Richard Taylor
New Milton	Graham Flexman-Coordinator
Ringwood	John Haywood
Sopley	Jeremy Allen
Sway	Peter Dance
New Forest District Council	Kate Ryan – Chief Executive
	David Russell, Portfolio Holder – People & Places
New Forest National Park	Steve Avery – Exec Director

**Apologies:**

Hordle	Sarah Pitt
Hythe & Dibden	Alex Wade
Netley Marsh	Mike Welbourn
Sway	Katie Walding

**1. Election of Chairman**

It was proposed, seconded and resolved that Cllr George Bisson (Lyndhurst Parish Council) be elected Chairman of the Association until the next annual meeting.

**2. Annual Review**

The Chairman referred to Appendix 1, Annual Report being approved by all those present.

**3. Election of Vice-Chairman**

It was proposed, seconded and resolved that Cllr John Korbey (Brockenhurst Parish Council) be elected Vice-Chairman of the Association until the next annual meeting.

**4. Election of Deputies to HALC Board**

There were no nominations, so George Bisson and John Korbey would continue to attend.

**5. Appointment of Coordinator**

It was proposed, seconded and resolved that Graham Flexman (Clerk, New Milton Town Council) be appointed Coordinator of the Association until the next annual meeting.

**6. Appointment of Treasurer**

It was proposed, seconded and resolved that Graham Flexman (Clerk, New Milton Town Council) be appointed Treasurer of the Association until the next annual meeting.

**7. AGM Closing Remarks**

Cllr George Bisson thanked members for re-electing him to the post of Chairman of NFALC. Both he as Chairman and John Korbey as Vice-Chairman confirmed their willingness to continue to attend HALC Board meetings for the forthcoming municipal year. The Chairman closed the AGM and opened the quarterly meeting at 6.15pm.

**8. Chairman's Announcements**

The Chairman welcomed 15 attendees including Kate Ryan, Chief Executive of NFDC.

**9. Minutes**

The Chairman referred to Appendix 2 being the Minutes of the last meeting held on 28 April 2022. Richard Taylor as Cycling Rep referred to Minute 9 – AOB and pointed out the event organizer listed is but one of several different organizers of different cycling events in the New Forest, and Richard Taylor's email address is [richardtaylorpc@gmail.com](mailto:richardtaylorpc@gmail.com)

Subject to the above corrections, that were noted, the minutes were approved by those present and agreed as a correct record. The minutes were duly signed by the Chairman.

**10. New Forest District Council**

The Chairman introduced and very much welcomed Kate Ryan, Chief Executive of NFDC.

Kate has now been in post over 6 months and was pleased to attend her first NFALC meeting and is delighted to be with New Forest District Council leading their ambitious agenda to deliver excellent services and opportunities for the residents of the New Forest. Previously worked as Strategic Director at Poole for Place, then Chief Operating Officer at BCP Council, bringing together four Council's services through Local Government Review.

Prior to that Kate worked for Weymouth and Portland Borough Council and West Dorset District Council as Director of Communities for both Councils, exploring new models of working including a tri-Council Partnership and a combined authority across Bournemouth, Dorset and Poole. Before that, she worked as Partnerships and Communities Manager at Dorset County Council, so has wide-ranging experience of towns and parishes in Dorset. Previously, Kate held roles in public affairs and a national charity.

Kate met with clerks and others from 10 local councils by way of a Welcome Event on 30 March 2022, where she explained her new role and objectives for NFDC's future. Kate referred to new measures to deal with the climate emergency that have been approved by NFDC. Cabinet agreed new measures aimed at cutting CO2 emissions, improving climate resilience, and safeguarding the environment, following its declaration of a climate and nature emergency in 2021.

The package of initiatives approved was supported by the council's budget which provides for an allocation of funding to take forwards this important area of work and approves the appointment of a dedicated Climate Change Officer and a Regeneration Officer. The 2022-23 Action Plan has the themes of nature, travel and transport, housing, waste and sustainable resources, energy, health, and organisational actions.

NFDC formally declared a climate and nature emergency last autumn. These new resources will mean that pledge has a tangible, positive impact. The new officers will work across all our services and departments to ensure adoption of the wide-ranging climate initiatives in our detailed Climate and Nature Strategy and Action Plan and ensure we are well placed to secure external funding.

NFDC are undertaking a Residents Survey, asking what they think of current services, what they would like to see by way of neighbourhood services, future growth from a pared down authority comprising 48 Cllrs from next year, rather than the present 60 members. We are also looking at training and development of our staff, new ways of hybrid working, consultation and engagement with local residents. Kate will be the Returning Officer for next year's elections on 4 May 2023, noting the Briefing Note circulated at the meeting. Rebecca Drummond will attend a future NFALC meeting to explain more.

Kate explained her professional background was in public policy and housing and prior to her experience in local government she held roles with a national charity (Shelter) and the Rowntree Association. NFDC is busy retrofitting boilers etc in some of their council houses. They face more challenges ahead that will be the subject of reports to Cabinet. NFDC is also setting up a Cost of Living Steering Group, working with HCC to help tackle inflationary costs, including fuel costs, staff costs and financial pressures generally.

Kate is looking at how NFDC is likely to work in the next 5-10 years, post-pandemic and in particular NFDC accommodation requirements with on-line digital services being supplied differently, while maintaining existing services. It will be an exciting phase for the new council in 2023. Kate also referred to recent incursions of travellers around the district, and recent complaints about A-Boards disappearing from certain high streets. Local councils were advised to work with NFDC in tackling such issues, throughout the district.

The new NFDC Waste Strategy was approved by council last week. NFDC is currently looking for a new depot at Hardley and NFDC officers will be paying visits to local councils in the Spring to look at facilities, and joint working arrangements. Finally, Kate thanked local councils for their involvement with various Platinum Jubilee celebrations across the district and is looking forward to attending the New Forest Show at the end of this month.

The Chairman thanked Kate Ryan for her very interesting presentation about NFDC and was pleased she made time today to introduce herself to some of our local councils, stating that NFALC is likely to meet on-line for their quarterly meetings in the winter. Kate assured attendees she had an interest in working with towns and parishes locally.

**11. New Forest National Park**

Steve Avery referred to the NFNPA meeting held this morning and to the Chief Executive's report that is available to view on their website.

Since the last meeting in March, the NPA have been leading and convening some major programmes that will enable the Forest, its communities and landowners to respond practically to the climate and nature emergencies and enable people's connection with what is special about our National Park. Habitat improvements / Nature Recovery in the New Forest has been delivered via agricultural subsidies with funding from the National Farming in Protected Landscapes programme, with over 4km of hedgerows created.

The NPA have also been working with colleagues across National Parks to consider the proposed reforms of the planning system within the Levelling Up and Regeneration Bill published in May. Steve referred to engagement with the disadvantaged. The updated Hyde Village Design Statement has now been adopted by the NPA responding to changes in policy and community aspirations since it was first adopted as an SPD in 2012.

The revised Hyde Village Design Statement was subject to public consultation between May and June and officers have liaised with the parish council over the responses and the changes required to the design statement. The NPA are also working with several other communities on their local planning policy and design documents. This includes the emerging Neighbourhood Plans being prepared for the parishes of Wellow (working with Test Valley Borough Council) and Ringwood (working with New Forest District Council).

The New Forest Show allows the NPA to host and meet partners from key organisations and engage them in our work and energise our partnerships for the coming year, notably this quarter the new Chief Executive of New Forest District Council, Kate Ryan. We are preparing our New Forest Show stand on the theme of the Nature and Climate challenge. A reception will be held on the stand on Tuesday 26 July to launch the Partnership Plan.

The NPA is officially launching the new Partnership Plan 2022-2027 at the New Forest Show, following formal approval across our partner organisations. We look forward to renewing relationships at the Show and focussing on the delivery of the Plan across its five themes with our partners and Forest communities. A press release has been issued about new planning guidelines for new and larger temporary 'pop-up' campsites within the New Forest National Park, to help protect the environment and local communities.

The campaign to ban disposable BBQs and to stop the use of BBQs, campfires and stoves in the National Park has moved forward. Nationally, Aldi and Waitrose announced they are banning the sale of disposable BBQs in all their stores to reduce fire risk and to cut down on waste by taking single-use BBQs off sale. More than 50 stores in and around the National Park have stopped selling them. In the last few months, the campaign has delivered over 50,000 impressions on social media and 4,000 engagements.

New Forest District Council (NFDC) with support from partners are looking at the feasibility of making a Public Spaces Protection Order (PSPO) to address persistent 'anti-social' behaviour and misuse of the Forest. Linked to this, the National Park Authority is working with Eastleigh Borough Council, Southampton City Council and Natural England to agree mitigation measures to ensure planned new development in these neighbouring authorities does not impact on the integrity of the New Forest's designated sites.

One of the drivers behind the adopted Local Plan (2019) housing site allocations is the delivery of affordable housing for local people with identified housing need. In April the Planning Committee resolved to permit development under the Local Plan site allocation at Whartons Lane in Ashurst, subject to the necessary legal agreement. This application will deliver 31 affordable dwellings for people in housing need with a connection to the local area. We are also currently assessing the application relating to another Local Plan housing site allocation at Church Lane in Sway that will hopefully deliver similar benefits.

**12. New Forest Cycling**

Richard Taylor, NFALC cycling representative explained the Notification Procedure for Sportive Cycle Events, as follows:

When applications for cycle sportive events come in to the NFDC Safety Advisory Group (SAG) these are sent on to him for comment. This will probably be several months before the event.

Richard asks NFALC to circulate these to all parish and town councils. If local councils have concerns on the proposed routes and arrangements they should be emailed to the event organizer with copies to Richard Taylor ([richardtaylorpc@gmail.com](mailto:richardtaylorpc@gmail.com)) and the SAG ([events@nfdc.gov.uk](mailto:events@nfdc.gov.uk)). There is a 28-day deadline for comments notified to the SAG. If communication with the event organizer is problematic, please get in touch with Richard.

We encourage all event organizers to follow the New Forest Cycle Event Organizers Charter. This can be found on the NFNPA website - [New Forest Cycle Event Organiser's Charter - New Forest National Park Authority \(newforestnpa.gov.uk\)](http://New Forest Cycle Event Organiser's Charter - New Forest National Park Authority (newforestnpa.gov.uk)). This charter, or code of practice is very much worth reading and to date organizers have agreed to follow the code and have always been helpful in Richard's discussions with them. There have been changes to routes as a result of parish and town council comments.

Ben Stockley – NFDC lead for the SAG – has put together a one-page summary of the SAG which is attached to these minutes. Following an event, you can comment on it via the SAG register of events for 28 days. Feedback will be used to improve future events.

**13. Information Request**

The Chairman referred to Appendix 3, being an exchange of emails between Winchester District Association of Local Councils and Test Valley Association of Parish & Town Councils regarding their respective minutes, provided for information and comparison.

Coordinator noted that both Associations made reference to the UK Shared Prosperity Fund, referred to as the "Levelling-up Fund". According to Clare Upton-Brown of NFDC:

"The advice coming out of Government, and in line with discussions with other Councils, is to have a few projects rather than lots of very small projects as all projects will need to be managed and delivered within a short period. Once the projects have been agreed by 1 August 2022, there will be consultation through the newly formed Regeneration & Growth Board, via email to key stakeholders and town and parish councils. Unfortunately, this will be asking for support rather than asking for projects."

Another common item that crops up is the proposed **20 is Plenty** initiative for Hampshire. (See attached *East Hants Association of Parish & Town Councils* minutes just received)

**14. Any Other Business** – NFDC Litter Strategy & FPNs to tackle fly-tipping was mentioned.

**15. Next Meeting** – To be held on **Thursday 20 October 2022 at 6.00pm** at NFDC Lyndhurst

There being no further business to discuss, the Chairman closed the Meeting just after 7.15 pm.

Chairman

Date

## [New Forest District Council](#)

Best large trade stand category at the [New Forest & Hampshire County Show](#)



New Forest National Park Authority Chief Executive Alison Barnes cutting the cake with Dr Julian Lewis MP New Forest East at the launch of the National Park Partnership Plan

## **Safety Advisory Group (SAG)**

### What is SAG?

The Safety Advisory Group is a collective of agencies with a function or interest in public safety that come together to assess plans for events where there might be issues for public safety.

The SAG offers advice to ensure high standards of public safety at events and to encourage the wellbeing of those affected by such events – both those attending or participating, and those in the surrounding area.

It is not a legal requirement for organisers to participate, but it is good practice, and event organisers are recommended to use the expert advice of the SAG wherever possible. It is important to reiterate that the SAG is advisory and does not have any legal status of itself, although individual members of the group can take their own action if deemed necessary.

### What Events does SAG apply to?

The SAG process is not designed to consider all events; in the New Forest it is reserved for larger events in terms of expected attendees, events with the potential hazards such as firework displays, and events which may impact local people – such as cycling events. Consideration is also given to the profile of the audience. In addition to events notified to the SAG using an online form, other events will come to the attention of a SAG via other means. Should events come to the attention of individual agencies, the SAG process acts as a focal point to ensure details of events are collated.

### Membership

Membership of a SAG varies according to the type of event being considered. However, core members of the SAG in the New Forest include the police, fire and rescue, ambulance service, licensing, traffic/Highways Agency, New Forest National Park Authority and New Forest District Council Environmental Health. Local Councils are notified of cycling events, via the New Forest Association of Local Councils (NFALC).

The SAG group is operated by New Forest District Council which is responsible for circulating event information between the agencies, sharing agency responses and if necessary, chairing a meeting between the event organiser and agencies.

### SAG and Cycling Events

It is important to remember that the group does not have authority to either approve or to ban cycling events, and ultimately the overall responsibility for the safety of persons at events lies with the event organiser, venue operator and management team. In addition to encouraging high standards of health and safety at events, the SAG encourages arrangements to be made to minimise disruption to local communities – this may be in the scheduling of events to avoid conflict with other events, routing to avoid roadworks and trunk roads where possible, and the management of the event to reduce the impact on other road users.

### Contacts

In the New Forest, the SAG is coordinated and chaired by New Forest District Council:  
[events@nfdc.gov.uk](mailto:events@nfdc.gov.uk) or telephone 023 8028 5411.

A public register of events in the New Forest can be found at the following web link:  
<https://newforest.gov.uk/article/1378/Public-events-Safety-Advisory-Group#h26>

# EAST HAMPSHIRE ASSOCIATION OF PARISH & TOWN COUNCILS

Chairman: Jim MacDonald - [easthantsdirector@Hampshirealc.org.uk](mailto:easthantsdirector@Hampshirealc.org.uk) , mobile 07986 003742  
Secretary: Jenny Hollington, Rose Cottage, Ridge Common Lane, Stroud, Petersfield GU32 1AX  
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## MINUTES OF A MEETING OF THE ASSOCIATION HELD VIA TEAMS ON THURSDAY, 17<sup>TH</sup> MARCH 2022

**Councillors in attendance:** Jim MacDonald (in the Chair), Richard Baker, Frank Ball, Graham Bennett, Keith Budden, Susan Davenport, Phil Deacon, James Deane, Simon Dixon, Ruth Duffy, Lynne Evans, Joanna Humphrey, Doug Jones, Howard Linsley, Debbie Luff, Paul Millner, Steve Ridgeon, Mark Rodberts, Jim Wood,

**Apologies** were received from Brian Foster, Andy Tree, James Deane, and Four Marks Parish Council

The Chairman opened the meeting by apologising for the clash with the HCC Town and Parish Council meeting – he had felt it necessary to go ahead in order to provide feedback to the HALC board meeting.

1. **Minutes** – The Minutes of the July meeting and AGM held on 21<sup>st</sup> July 2021 via Teams were approved.
2. **Ukraine** – The humanitarian crisis in Ukraine is currently affecting many local Councils. East Hants District Council has been in touch with EHAP&TC to find out what help local Councils feel they need to assist them in reaching out to Ukrainian refugees – many Councils gave details of small initiatives within their parish, but it was agreed that a central information point is required, otherwise there will be unnecessary overlap.
3. **Speed Limits**- the Chairman explained that at the HALC AGM, Dummer P.C. had proposed a default speed limit of 20 mph through Hampshire's villages, rather than 30 mph, and had called on HALC to support and put pressure on the Police to enforce this across the County. This subject had provoked a lot of discussion at the AGM, but many local councils hadn't had a chance to discuss it at their Council meetings. Whilst there was support – especially from those villages where speed blights rural life – it was felt the speed restriction needed to be workable. Clanfield Parish Council had put forward an amendment to the original proposal to give councils the power to allocate 20 mph areas. HALC has asked each District Association to find out which of these two options members supported? Representatives of Rowlands Castle, Greatham and East Meon all agreed that speeding traffic through their village is the single item that unites residents and reported that their parish councils have written in support of the blanket ban, whereas other Councils expressed concern that the blanket ban would be unenforceable, and that 20 mph should be focussed to specific areas, e.g. close to schools. The more desirable but more expensive option of more shared surfaces and less street furniture was noted. The effectiveness of speed limit reminder signage in improving speed awareness was discussed, as was the difference speed watch operatives can make. The recent HCC decision to invest in average speed cameras for the A272 which has the highest death toll in the County was considered a huge step forward, and it was noted that HCC has also agreed to review its current policy on 20 mph speed restrictions. Following discussion, it was felt that more Councils supported the amended proposal put forward by Clanfield P.C. to enable individual Councils the power to allocate 20 mph areas and agreed that Jim should feed this back to HALC.
4. **Government Response to Glover Review** – Doug Jones explained that the Glover review was carried out 3-years ago and is a completely independent review of the protected landscape, which had come up with 25 recommendations for central Government to consider – the Government is now consulting on their response to the review. One of the biggest issues to affect many rural parishes is the condition of byways open to all traffic (BOATs) and this provides an opportunity for local councils and SDNPA to have their say. The Chairman thanked Susan Davenport for liaising with members of EHAP&TC to find out how many local parishes have BOATS affected by off-road vehicles and she confirmed that at least 12 parishes had come forward to share very similar experiences - E. Meon alone has 11 BOATS!. Questions 13 to 17 of the Government response relates to BOATS and councils are encouraged to respond. EHAP&TC will also respond to share the views expressed. It was noted that both Russell Oppenheimer and Robert Mocatta (HCC members) are very supportive of extra measures to support new legal powers to restrict the byways to all traffic and SDNPA has tasked 2 officers to investigate. EHAP&TC representatives have also been invited to address a May meeting of SDNPA on this issue.



5. **Governance** – HALC is putting pressure on each District Association to adopt a Governance Statement and for the various associations to align as far as possible. Jim had therefore circulated a pared down version of Hart's Governance Statement for discussion. It was noted that in Hart member Councils must be affiliated to HALC but whilst HALC provides grant funding to enable EHAP&TC to pay a Clerk, book venues and provide refreshments, previously all EHDC Councils have been considered members of EHAP&TC. It was generally agreed that no Council should be excluded from EHAP&TC membership and that if additional grant support is required, Keith Budden felt it appropriate to approach EHDC. Jim will amend and re-circulate the document for final approval and adoption at the AGM.
6. **Succession Planning** – Jim pointed out that this is his 6<sup>th</sup> year as Chair of EHAP&TC and he is finding it increasingly difficult to find the time to fulfil the role. The work of the Association is hugely valued by local Councils and he hoped to be able to find someone willing to step into the role – he confirmed he would be happy to stay on in the role of vice chair to provide continuity. Jenny Hollington has also indicated that she would like to step down as Clerk so a replacement for her will also be needed after this year's AGM. In addition, the Association will need two new members to represent them at HALC.
7. **Representative Reports**
- **SDNPA** – Doug's report had been circulated prior to the meeting and was discussed. Amongst other items, the availability of the Sustainable Communities Fund (which Doug Chairs) was highlighted. Any project that brings social, environmental, economic, or cultural benefits to communities within the National Park can be considered. Doug was thanked for his very full and detailed reports – Parish and Town Councils within E. Hants feel very fortunate to have Doug as their SDNPA representative.
  - **EHDC Liaison** – Keith explained that he, Jim, and Doug have met regularly over the last 12-months to talk through issues affecting E. Hants parishes. He thanked all parish and town councils who had responded to his request for suggested areas of training need – not surprisingly planning has emerged as number 1 and will be delivered as soon as possible as a hybrid meeting. Standards training has also been requested. Keith stressed the importance of working together and said that if any parish or town council feels issues are not being addressed, they were very welcome to get in touch with him.
8. **Other Matters Affecting East Hants Town and Parish Councils**
- **HALC** – Work is being carried out behind the scenes to improve the HALC website so that it is more of a resource for Councils which contains more information and provides answers to commonly asked questions. It is hoped the new website will be launched in April.
  - **The Parish Charter** – This appears to have been "parked" by EHDC – Keith said he would investigate and agreed that it must be a relevant and living document
  - **Format of SDNPA Meetings** – The loss of the twice-yearly workshops was noted - webinar sessions being introduced during Covid. Doug confirmed that SDNPA intend to continue with an annual webinar on a specific topic (13<sup>th</sup> July will be on climate change) but said that the October meeting will revert to a workshop style meeting for Hampshire parishes. Members felt it was important to retain the twice-yearly workshops as engagement with SDNPA officers is very useful. It was agreed that Jim should write to SDNPA reflecting this.
  - **Election Costs** – Jim reported that Steep Parish Council had their first election for many years and whilst democracy is a wonderful thing, they had been shocked to receive a bill for over £4,000 (they had budgeted in the region of £1,800). This unexpected and huge price increase is important for other Councils to note for budgeting purposes.
  - **Format of Future EHAP&TC Meetings** – It was agreed that whilst Teams meetings are convenient, face to face meetings are invaluable. It is hoped that the June AGM will be held face to face at Steep Village Hall, although a hybrid meeting may be considered.
9. **Date of Next EHAP&TC Meeting and AGM – Thursday, 23<sup>rd</sup> June – Steep Village Hall - Refreshments from 7.00 p.m. The meeting will start at 7.30 p.m.**

**The meeting closed at 9.07 p.m.**