

**Minutes of the Annual Parish Council Meeting of  
WOODGREEN PARISH COUNCIL held in Woodgreen Reading Room on  
Tuesday 13th May 2025 at 7.30pm.**

**25/26.1 To Elect a Chair for 2025/26** It was proposed by SH, seconded by JC and unanimously agreed to elect Lance Benest as Chair of Woodgreen Parish Council. LB signed a Declaration Form to accept the position of Chair.

**25/26.2 To Elect a Vice-Chair for 2025/26** It was proposed by SH, seconded by GR and unanimously agreed to elect John Clarke as Vice-Chair.

**25/26.3 Members present:** Lance Benest (LB) (Chair), John Clarke (JC), Mark Flannigan (MF), Stewart Hall (SH), Guy Raffety (GR) and Pete Skinner (PS).

**Also present:** Amanda Johnson (Clerk),

**Apologies for Absence:** Helena Datta (HD), Janet Richards NFDC District Councillor,

**25/26.4 Declarations of interest:** None

**25/26.5 Minutes of previous meeting held on 08/04/2025.**

**25/26.5.1** Following a review of the minutes, it was then unanimously **RESOLVED** that the minutes be accepted as an accurate record. The minutes were duly signed by the Chairman.

**25/26.5.2 Matters arising from previous minutes not appearing as agenda items.**  
There were no matters arising.

**25/26.6 Public Participation:** No members of the public were present

**25/26.7 Report by New Forest District Councillor:** Cllr Richards was unable to attend.

**25/26.8 General Power of Competence:** Woodgreen PC re-affirmed that they meet the criteria to continue holding the General Power of Competence, that being a minimum of two thirds elected councillors and a qualified clerk.

**25/26.9 Parish Council Representatives and Responsibilities for 2025/26:**

Finance - Stewart Hall

Planning - Mark Flannigan, Helena Datta, Lance Benest

Planning (Trees) - Pete Skinner, Helena Datta

Cemetery - Stewart Hall, Guy Raffety.

Lengthsman, hedges, ditches - Pete Skinner

Roads - Mark Flannigan

North West Quadrant Representatives - Helena Datta, John Clarke

IT - Guy Raffety

Consultative Panel Representatives - Lance Benest, John Clarke

Police and Neighbourhood Watch - Mark Flannigan

Repairs - Pete Skinner

Downton Link - Stewart Hall.

**25/26.10 Meetings Attended:**

**North West Quadrant meeting 28th April** - JC attended. Steve Avery is retiring as Executive Director of Planning at the National Park Authority and David Illsley will replace him.

Forestry England - FE plan to charge in all their 130 car parks in the New Forest to create a revenue stream. The setting up of this will come from a national fund. The logistics of how this will be implemented are still not clarified and no time frame has been set.

**NFDC Devolution meeting 28th April** - LB and AJ attended. The outcome of devolution and how the current councils will merge to form larger unitary authorities is still unknown and must be decided by September. NFDC will be looking to offload smaller assets to Parish Councils (this does not affect Woodgreen). NFALC leader Brice Stafford spoke on a possible lack of representation of the Forest and its unique issues when a larger authority is formed. The National Park Authority will remain the planning authority.

**25/26.11 Annual Parish Meeting:** The Annual Parish meeting was held on 23rd April 2025 and was well attended by over 30 parishioners. The Parish Council would like to thank Woodgreen Community Shop for supplying the cheese and to Woodgreen Hall Committee for free use of the hall. WPC will ask local PCSO for an update on local policing and crime matters.

**25/26.12 Proposed Woodgreen Play Area:** GR and LB met with members of Play Matters, Woodgreen Community Shop and Woodgreen Village Hall. The Village Hall would not support access through the hall as they need to give priority to their bookings. All parties are concerned about a play area creating more parking as this is already an issue for the village. The Parish Council did not initially support the addition of parking places to this project and remains consistent in that view.

**25/26.13 Woodgreen PC Assets:** It was **RESOLVED** to approve the Asset Register for 2025/26. Inspections of assets have taken place and works required are listed under 25/26.15.

**25/26.14 Insurance policy:** It was **RESOLVED** to renew the Insurance Policy for 2025/26 with Hiscox Insurance Company, through Arthur J. Gallagher Insurance Brokers Limited, for the sum of £539.87. This was unanimously agreed.

**25/26.15 Village Maintenance and Parish Council Property (including the cemetery, roads, hedges, footpaths, ditches) including installation of new signs:**

**New wooden signs for unmarked Lanes-** JC and SH are liaising with Wessex Rehabilitation at Salisbury Hospital to produce the signs.

**Benches** - The benches at the cemetery need replacing. SH has researched and found metal benches which are suitable. It was **RESOLVED** to purchase 2 metal benches up to a cost of £2,500. This will be funded by a legacy made to the Parish Council to be used for cemetery matters.

**Cemetery** - Councillors will meet on Monday 2nd June at 10.30am to wash the cemetery railings and then assess their condition.

**Fence along Halls Field** - This may need some attention, LB will ask Jason Steward to look at.

**25/26.16 Speed Indicator Devices:** LB, MF and AJ met a member of the HCC Traffic Management team to clarify the sites where the SID will be located within the village. A licence will be granted by HCC at a cost of £250. Sleeves (to hold moveable posts) will be installed at these sites, there will be no permanent fixtures. HCC has an installation time of at least 6 months for sleeves and posts. GR and MF will now look at the various Speed Indicator Devices available and bring a recommendation to the next meeting. AJ will investigate available grants.

**25/26.17 Financial report, Review of Ongoing Budget and approval of payments:**

a. **Current Balances -**

- Lloyds Treasurers Account £19,519.93 as at 07.05.2025;
  - Lloyds 32 Notice Account £80,291.33 as at 07.05.2025;
- The bank balances were noted.

b. **Expenditure:** The following payments were approved.

PAYEE	DESCRIPTION	AMOUNT	VAT	METHOD
A.Johnson	Salary - May	433.90		Bank Transfer

PAYEE	DESCRIPTION	AMOUNT	VAT	METHOD
Woodgreen Community Shop	Refreshments for APA	169.18		Bank Transfer
Cutting Edge	Cemetery cut- April	180.00		Bank Transfer
HALC	Annual subscription	306.00		Bank Transfer

**c. It was RESOLVED to approve the councils annual payments and subscriptions :**

HALC/NALC subscription	ICCM subscription
SLCC subscription (shared jointly with Hale PC)	ICO Data Protection fee
Cutting Edge - Cemetery maintenance	Bournemouth Water - Cemetery water costs
Hosting UK - website fees	Webroot - Virus protection
Woodgreen Village Hall - rental fees	TP Jones - payroll fees
Southern Electric - Reading room electricity costs	Office and home working costs.

**25/26.18 Consultations and Correspondence up to 06/05/2025.**

**The following correspondence was noted -**

08/04/2025 HALC Newsletter  
24/04/2025 New Forest Association - April Newsletter  
24/04/2025 Office of the Police and Crime Commissioner - Local policing conference  
28/04/2025 HCC - Update from Council Leader Nick Adams-King  
29/04/2025 Hants and IOW Wildlife Trust - New swift and house martin nesting towers  
30/04/2024 NPA - New Forest Special Area of Conservation Management Plan 2020  
30/04/2025 Office of the Police and Crime Commissioner - April Newsletter  
01/05/2025 NFALC meeting 15th May. *Postponed*  
02/05/2025 NPA - May moments in the New Forest  
06/05/2025 NPA - New members sought for the National Park Authority  
13/05/2025 Breamore Railway Line Open Evening - 20th may 6-9pm. *Poster displayed*

Parishioner email

25/04/2025 Parishioner email regarding VE Day celebrations. *AJ will respond*  
29/04/2025 Parishioner email regarding village signs. *AJ will contact NFDC.*

**25/26.19 Any other business and matters to be raised on the next agenda.**

Next meeting - Annual Governance and Accountability Return

**Date of next meeting: Ordinary Parish Council Meeting - Tuesday 10th June 2025 at 7.30pm in the Reading Room**

The meeting ended at 9.05pm

Signed by the Chair .....

Date .....

