

# MILFORD-ON-SEA PARISH COUNCIL

The Old Clock House ~ 22 High Street ~ Milford-on-Sea ~ Hampshire ~ SO41 0QD



## THESE MINUTES WILL BE APPROVED AT THE NEXT FULL PARISH COUNCIL MEETING ON THE 22<sup>nd</sup> NOVEMBER 2021.

Minutes of the 396<sup>th</sup> meeting of the Parish Council held **Monday 18<sup>th</sup> October 2021.**  
In the Village Hall

### MEMBERS

Mr. Bob Bishop	p	Mr. Matthew Goode	p	Mrs. Susan Whitlock	p
Mr. Tim Cowell		Mr. Peter Jennions	p	Ms. Anne Cullen	p
Mrs. Patricia Banks	p	Mr. Donald Darbishire	p	Mr. Tony Coleman	p
Mr. Kenneth Cameron	p	Mr. David Royle	p	Mrs. Jayne Vaughan	p

### ALSO IN ATTENDANCE

Graham Wells (Parish Clerk), District Cllr Christine Hopkins, Roz Waters (Lymington Times).  
3 members of the public

1. **DECLARATIONS OF INTEREST:** None.
2. **PUBLIC PARTICIPATION:** Tracy Haupt & Di Brushwood for item 7.
3. **APOLOGIES:** Cllr Cowell, District Cllr Hawkins and County Councillor Carpenter.
4. **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20<sup>th</sup> SEPTEMBER 2021:**  
Cllr Royle proposed the minutes be adopted, Cllr Vaughan seconded this proposal  
Members voted unanimously in favour that the minutes be accepted.

It was **RESOLVED** that the minutes of the Parish Council meeting held on **20<sup>th</sup> September 2021** was a true record of the meeting and were signed by the Chair of the meeting.

5. **PLANNING COMMITTEE MEETING MINUTES FROM 6<sup>th</sup> SEPTEMBER 2021:**  
Following a spelling adjustment, members voted unanimously in favour that the Planning Minutes be fully adopted.
6. **FINANCIAL MATTERS:**
  - a) **EXPENDITURE REPORT FOR SEPTEMBER 2021:**  
Prior to the meeting, the Clerk had circulated copies of the Expenditure Report for the above period and highlighted some stand-alone expenditure items.  
Members voted unanimously in favour.

It was **RESOLVED** that the Expenditure Report for **September 2021** was a true record of expenditure and was signed by the Chair.

- b) **INCOME REPORT FOR SEPTEMBER 2021:**  
The Clerk had, prior to the meeting, circulated copies of the Income Report for the above period.  
Members voted unanimously in favour.

It was **RESOLVED** that the Income Report for **September 2021** was a true record of income and was signed by the Chair

c) **REQUEST FOR FUNDING TOWARDS CHRISTMAS ON THE VILLAGE GREEN:**

Covered under item 7

d) **RECONCILED BANK STATEMENTS:**

Bank Statements were circulated for information.

7. **MAGICAL CHRISTMAS IN MILFORD:**

Prior to the meeting Tracy Haupt & Di Brushwood had circulated a report on their plans for this year's celebrations, along with a request for funding. They reported that over the last three years the event had grown and feedback had been received from residents enabling improvements each year. Sponsors had been obtained for the lights and trees and additional funding had been achieved through public donations. However, the cost for a qualified electrician was difficult to cover from sponsorship. Tracy & Di were requesting a grant of £2,000 towards the total cost of £2,800 for an electrician to undertake extensive work.

Cllr Goode suggested approaching the electrician to obtain a quotation for a 3-year period to enable better budgeting.

District Cllr Hopkins suggested that she and District Cllr Hawkins could provide £500 each from their Councillor allocation.

Members voted 10 in favour and 1 abstention of awarding the additional £1000.

It was **RESOLVED** that the Parish Council award £1000 towards the electrician's costs for Christmas Lighting on the Village Green paid from the Community Support Fund.

8. **SHORELINE MANAGEMENT PLAN:**

Cllr Goode reported that no additional information had been received since the last Parish Meeting. A request to hold the quarterly meeting before 6<sup>th</sup> December between the Parish Council and NFDC had been made. Cllr Goode suggested additional comments from Councillors and the Public could be submitted via the dedicated website for the scheme.

NFDC were still awaiting funding from the Environment Agency for the emergency work to protect the White House, the rock stability was good and NFDC had publicly stated there was no immediate risk to properties at this moment in time.

9. **THE GREENING CAMPAIGN:**

Cllr Cameron reported that a public meeting had been booked for 1<sup>st</sup> December at the Community Centre starting at 7pm. The cards to be distributed had been ordered and contact has been made with the Head Teacher from Milford Primary School. An article on the Greening Campaign would be appearing in the Lymington Times closer to the public meeting date.

Cllr Cullen reported that representatives from Lymington/Pennington Green Week had given a talk at the Community Centre which had promoted the Milford Greening Campaign. Cllr Cullen also reported that other local authorities had been in contact for advice on Milford's progress.

10. **FINANCE COMMITTEE MEETING (12.10.21):**

The Clerk reported on the projects achieved since the Forward Planning Meeting in June, which included safety improvements to the gates at Hurst Road Play Park, purchase of a power barrow and interpretation board, repair of the tractor/mower. Further expenditure had previously been agreed for a bus stop at the Downton Lane junction and for additional equipment and storage to improve the playing surface at Barnes Lane Recreation Ground.

The Clerk also reported that funds to replace the MEG Bridge and Boardwalk to Blackbush Road could be met from mitigation money and was being dealt with by HCC Access Team.

Cllr Cullen reported that a working group would be set up early next year to discuss the land east of the Needles Eye Café and additional equipment for the toddler area at Carrington Lane.

It was agreed that the Clerk should investigate the purchase of a van to be used by the Parish Grounds man. It was suggested that contact should be made with NFDC to ascertain the viability of purchasing an electric van.

11. **MOS1 OPEN SPACE MEETING (8.10.21):**

Cllr Goode reported that during the meeting on 8<sup>th</sup> October, site plans had been looked at, to plot out the location different facilities. The responses from the public consultation were considered and it was felt that up to 10 of the top 15 suggestions could be achieved over a period of time. The Chair and the Clerk would draft a plan to be forwarded to the head of planning at NFDC for consideration. It was agreed to forward this draft to

members prior to it being sent. Cllr Cameron suggested some more controversial facilities had proved popular from the consultation and elsewhere in the local area. Cllr Goode suggested that some of these facilities were unlikely to meet the criteria for which the land was to be used.

**12. STUDLAND COMMON LAND REVIEW MEETING (14.10.21)**

The Clerk reported that he, Cllr Bishop, David Horne (Chair MCV) and Julie Melin-Stubbs (Land Advisory Service) had met on 14<sup>th</sup> October at Studland Common to assess the progress of work undertaken at Studland Common under the terms of the HLS Agreement. Julie Melin-Stubbs recommended several trees be removed that were either dead (6) or invasive to the location (3), she also recommended the side flail be undertaken as NFDC were unable to complete this task recently. The Clerk agreed a more in-depth survey of the site be undertaken by Julie, which would be presented to the Parish Council prior to any further work being carried out. The Clerk reported that the current HLS agreement finishes in November 2022. However, further grants would be available for on-going management of the land.

**13. KEYHAVEN TO LYMINGTON COASTAL DEFENCE SCHEME:**

The Clerk reported that he had attended a virtual meeting on this subject. However, there was little additional information to report at this stage of the scheme.

Cllr Goode suggested this was likely to be a long-term project that possibly meant work not starting physically for 7-10 years. This, he suggested might make some residents anxious and they would need to be kept informed on a regular basis of any progress.

Cllr Goode suggested that Jason Crane from Hurst Castle be invited to the next Parish Council Meeting to update members on the work undertaken and planned for the Castle.

**14. RECRUITMENT OF AN ASSISTANT CLERK:**

The Clerk reported that interviews of 3 candidates had taken place and that it was a difficult decision to make as all had different qualities. However, the interview panel was recommending employing Niamh (pronounced Neave) Morrison to the position of Assistant/Planning Clerk. It was hoped Niamh would begin her employment with the Parish Council mid-November.

There were no objections to the decision to employ Niamh.

It was <b>RESOLVED</b> that the Parish Council employ Niamh Morrison as Assistant/Planning Clerk as soon as possible, on the NJC salary scale befitting the size of Milford-on-Sea Parish Council and her current experience.
---

**14. COUNTY & DISTRICT COUNCILLORS' REPORTS:**

There were no reports from District or County Councillors.

**15. PROJECT LEADER/REPRESENTATIVE/CLERK REPORTS AND UPDATES:**

**A. Business, Education & Community**

Nothing to report.

**B. Communication & Citizen Engagement**

Cllr Goode reported that he had been in contact with the Parish Council's IT advisers requesting information that could be used to form a documented policy.

The Clerk suggested purchasing a new computer tower as the computer previously used by the Assistant Clerk was not functioning properly but could be used as a backup machine. Members agreed to this purchase.

**C. Building & Development**

Nothing to report

**D. Parish Council Open Spaces**

Nothing to report

**E. Climate Emergency**

Discussed under item 9.

**F. Groups & Societies**

Cllr Cullen agreed to circulate the minutes of the recent Quadrant meeting

**G. Finance**

Discussed under item 10.

**H. Health & Wellbeing**

Nothing to report.

**I. Sea Front & Coastal Protection**

Discussed under item 10.

**J. Transportation & Infrastructure**

Nothing to report.

**K. Parish Employment**

Discussed under item 14.

**16. CORRESPONDENCE:**

The Clerk had received a request to replace two plaques at 1 Hurst Road that commemorate local artist Montague Dawson (1895 – 1975).

Members voted eight (8) in favour and three (3) abstentions.

It was **RESOLVED** that the Parish Council replace two plaques at 1 Hurst Road at a cost of £726 paid from the Village Enhancement Fund.

**17. MATTERS FOR INFORMATION:**

The Clerk reported that a vigil was being held on 7<sup>th</sup> November on Hurst Spit and might conclude on the Village Green.

Cllr Whitlock reported that ex Councillor, Brian Giles, has passed away age the age of 92.

The Chair thanked everyone for attending and **CLOSED** the meeting at 7.50pm.

..... Chair

.....Date