

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 21st OF NOVEMBER 2022.

Minutes of the 408th meeting of the Parish Council held **Monday** 17th October 2022.
In the Village Hall, Park Road

MEMBERS

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

ALSO IN ATTENDANCE

Niamh Morrison (Assistant Parish Clerk), Cllr Alvin Reid, District Cllr Christine Hopkins, County Cllr Fran Carpenter, Roz Waters (Lymington Times) and 1 member of the Public

Assistant Parish Clerk welcomed everyone to the meeting and announced that in the absence of Cllr Goode (Chair) and Cllr Cullen (Vice Chair) that a Chair for the meeting needed to be elected. Cllr Jennions nominated Cllr Royle, Cllr Darbshire seconded this proposal. All members voted unanimously in favor of Cllr Royle to chair the meeting.

Cllr Royle took the position as Chair and formally opened the meeting.

1. **DECLARATIONS OF INTEREST:** None
2. **PUBLIC PARTICIPATION:** None
3. **APOLOGIES:** Cllr Hawkins, Cllr Goode, Cllr Vaughan, Cllr Cullen, and Cllr Cameron
4. **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19th SEPTEMBER 2022:**
Cllr Royle proposed the minutes be adopted; Cllr Darbshire 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 **19th September 2022** was a true record of the meeting and were signed by the Chair of the meeting.

5. **PLANNING COMMITTEE MEETING MINUTES HELD ON 5th SEPTEMBER 2022:**
Members voted unanimously in favour that the Planning Minutes be fully adopted.
6. **FINANCIAL MATTERS:**
 - a) **EXPENDITURE REPORT FOR SEPTEMBER 2022:**
Prior to the meeting, the Clerk had circulated copies of the Expenditure Report for the above period. Cllr Royle had several queries relating to the Report, namely the following transactions: Lymington, A Gallagher, FS Manufacturing and M. Woodward.
Cllr Cowell queried the Netserve standing order and asked if it was deemed necessary. Cllr Royle explained that

they offered office support. It was suggested that the Assistant Clerk could explore the market and find an alternative for IT support. Cllrs agreed.

Cllr Cowell flagged the staff salaries and would like to understand more about the rationale behind the numbers and how pay scales and hours worked are out.

The Assistant Clerk said the Parish Office would report to the Councillors about all items that were queried.

Cllr Banks recommended that the Clerk provide notes prior to meetings detailing transactions. It was agreed by all that this would be good practice and time effective.

Members voted unanimously in favour that the Expenditure Report be accepted.

It was **RESOLVED** that the Expenditure Report for **September 2022** was a true record of expenditure and was signed by the Chair.

b) INCOME REPORT FOR SEPTEMBER 2022:

The Clerk had, prior to the meeting, circulated copies of the Income Report for the above period.

Cllr Royle proposed the income report be approved. Cllr Darbshire seconded this proposal.

Members voted unanimously in favour that the Income Report be accepted.

It was **RESOLVED** that the Income Report for **September 2022** was a true record of income and was signed by the Chair

c) RECONCILED BANK STATEMENTS:

Reconciled bank statements for September were circulated to members for information.

7. THE REFURBISHMENT OF THE VILLAGE CLOCK

Prior to the meeting the Assistant Clerk circulated a quote from Smith of Derby to service the clock. Cllr Cowell queried the lifespan of the servicing of the clock and the necessary frequency. Cllr Darbshire proposed the Parish Office seek clarification on the warranty and when exactly the clock was last serviced. At the risk of not making a definitive decision it was also decided that the Parish Office seek a second opinion on the clock and get another quote for servicing. Cllr Whitlock proposed a local firm in Lymington be contacted for their advice, all Councillors agreed with this proposal.

8. THE MOVING OF THE “WELCOME TO MILFORD” SIGNS

The Councillors debated the value of moving the two “Welcome to Milford” signs and what worth did it hold. Cllr Jennions asked how the Parish Council can make a discussion on this if they do not know the financial implications involved. Cllr Carpenter informed the Parish Council that there would only be financial aid from HCC if there was a legitimate and good enough reason for moving the signs.

Consideration needs to be given about the connection between the “Welcome” signs and the “30” limit signs as the alternative new proposed sites are National Speed Limit and not “30” mph. The Councillors expressed a desire to keep the connection of these signs together.

The aesthetics of the signs were discussed and did the existing signs need to be “cheered up” rather than replaced. Cllr Hopkins told the Parish Council that The Men’s Shed would give a reasonable quote for completing this work.

It was resolved that costings of both moving and rejuvenating the signs would need to be established before any further meaningful discussions take place.

9. THE NEXT STEPS FOR THE OPEN SPACE LAND FOLLOWING THE REPORT RECEIVED FROM THE AGRONOMIST:

It was unanimously agreed that this item was to be deferred to a working group meeting.

Cllr Banks requested that it be minuted she telephoned the Clerk and asked him to provide notes for each Agenda Items. The Clerk provided these and Cllr Banks said she found this extremely insightful and wished to thank him.

10. THE NEXT STEPS FOR THE OPEN SPACE LAND FOLLOWING THE REPORT RECEIVED FROM SEVERAL ARCHITECTS:

It was unanimously agreed that this item be deferred to a working group meeting.

11. To receive: County & District Councillor Reports:

• County Cllr Fran Carpenter

Cllr Carpenter informed everyone that the most relevant item that will be reported in the newspapers will be the County Deal, we have new Ministers in Departments of Community and Local Government. The new Ministers are keen to progress what is called the 113+ Deal, the details of which can be found in a document called “Latest Prospectus on the County Plus Deal” available on the Hampshire County Council website. The proposal of the County Deal involves an Investment Fund and a Business Rates Deal. There would also be consideration for a Mayor of Hampshire if it were to prove financially beneficial.

Cllr Carpenter spoke of Investment Zones, these have appeared on top of the Free Port idea.

Cllr Carpenter informed the Parish Council that she is liaising with Jonathan Wood about the boardwalk at Sturt Pond and is hopeful to have more information in the weeks to come.

Cllr Carpenter reported that she had received complaints from the residents of Lawn Rd. They have been experiencing inconvenient road works, some of which had taken place in the evening. She informed the Parish Council that due to the urgency of the works (a leak repair) was the reason behind them taking place in the evening.

There is also a Draft and Mineral plan emerging. It does not include land in the Milford-on-Sea Parish however it does encompass Yeaton Farm in Hordle.

• District Cllr Christine Hopkins

Cllr Hopkins reported parking clocks, town, village and amenities car parks are all holding their price and not increasing. There will be free parking in all local towns and villages prior to Christmas.

She informed the Parish Council that the Leader at New Forest District Council is stepping down so there will be a new Leader.

Cllr Hopkins spoke of a letter she received from a concerned family in Milford-on-Sea regarding the proposal for a new building development at the Manor Road site. The letter highlighted various parts of the country that historically were successful in retaining their green belt.

Cllr Royle reminded everyone that the decision to build on the site in Manor Road was taken approximately 6 years ago. The Parish Council opposed it vehemently at the time. Cllr Whitlock recalls having attended meetings with Case Officers putting forward the Parish Council’s opinion as to why it was not an appropriate site for a housing development. The Parish Council were informed that their argument did not hold.

Regarding the new proposal for the housing development Cllr Whitlock informed all in attendance that she has written to David Norris and Claire Upton Brown of NFDC to establish the allocation of the affordable housing for local people. She is awaiting a response.

12. PROJECT LEADER/REPRESENTATIVE/CLERK REPORTS AND UPDATES:

A. Business, Education & Community

Cllr Whitlock reported that she had heard clients of Boots Pharmacy had received correspondence informing them the facility would be closing. All Councillors agreed that should this happen, it would be a significant loss to the community.

B. Communication & Citizen Engagement

Nothing to report.

C. Building & Development

Nothing to report.

D. Parish Council Open Spaces

Nothing to report.

E. Climate Emergency

Nothing to report.

F. Groups & Societies

Nothing to report.

G. Finance

Nothing to report.

H. Health & Wellbeing

Nothing to report.

I. Sea Front & Coastal Protection

Nothing to report.

J. Transportation & Infrastructure

Nothing to report.

K. Parish Employment

Nothing to report.

13. CORRESPONDENCE:

None received.

14. MATTERS FOR INFORMATION:

Cllr Royle informed his fellow Councillors that the lease for the Parish Office had been amended to reflect what was the new terms, all of which had been proposed by the landlord and agreed by the Parish Council.

The new terms were to reflect an increase on the monthly rent figure (in line with current rates) and that this figure would be locked in and not increased for the first three years. There was an agreement of indexation with RPI, taking that at the end of the three year break clause there would be potentially a new three year figure with inflation added.

Cllr Bishop questioned why the agreement had not been signed off and Cllr Royle informed his fellow Councillors that the landlord has subsequently changed his mind on what was previously agreed. In addition to the rent increase, he now seeks all rent to be subject to indexation, which would incur additional payments every year. There is also a retrospective amount of indexation currently owed to him.

Cllr Cowell pointed out that the Parish Council should be seeking good value and not be pushed into over-committing financially. Cllr Royle agreed, stating that the increase was already substantial without factoring in indexation.

Cllr Banks suggested that this is now a subject matter for Finance Committee. The merits of passing negotiating matters and moving things forward onto the Finance Committee were discussed.

All Cllrs were agreed that this is a Finance Committee issue to resolve rather than waiting for matters to come back to full

Council. This matter will be placed on the Agenda for the next Finance Committee meeting, there is yet a date to be set for this meeting.

Cllr Darbishire referenced the emerging proposal from Christchurch Priory to potentially erect a home on their portion of the land at "The Community Meadow". He is against any form of development on this land and would like his fellow Councillors to support his sentiments should a Planning Application be submitted.

Cllr Cowell informed his fellow Councillors that it has been some time since he has received any correspondence from the Clerk and as a result he is "firing on one cylinder". He would like his fellow Councillors to be aware that this is an ongoing issue that he has tried to resolve without success and will pursue the matter further. In the interim he asks all his fellow Councillors to be mindful of the circumstance he finds himself in.

Cllr Cowell requested that information be available to all Councillors under Good Governance on a matter that had been raised historically. He understands the Assistant Clerk should have equal 100% access to all banking passwords, accounts and finances should the Clerk not be able to carry out financial transactions. Equally, it is his understanding that several nominated Councillors should also have access to these all finances, passwords and accounts.

Cllr Banks recalls that this was brought to light previously and Cllr Royle agrees that the current practice is not right and individuals within the Parish Council other than the Clerk need to have access to everything.

Councillors all agreed that there needs to be a full review on who currently has access to what and the current situation needs to be remedied in accordance with Good Governance.

Cllr Banks referred to email threads she is receiving within the Office 365 Systems and asked that each individual take responsibility for their settings when replying to emails. Cllr Reid and Cllr Whitlock offered their understanding on the issue Cllr Banks is faced with and said it can potentially be resolved within her "receiver" settings.

Cllr Banks continued to say that she operates two PC's and the Parish Office's 365 System Administrator (Netserve) has interfered with them both. She is enlisting her own Office Administrator to resolve the matter for her but is extremely dissatisfied with the Netserve service.

Cllr Bennett offered to help Cllr Banks with her settings.

The Chair thanked everyone for attending and **CLOSED** the meeting at 7.25pm.

..... Chair

.....Date