

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 5th OF DECEMBER 2022.

Minutes of the 409th meeting of the Parish Council held **Monday 21st November 2022.**
In the Village Hall, Park Road

MEMBERS

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

ALSO IN ATTENDANCE

Graham Wells (Parish Clerk), District Cllr David Hawkins, County Cllr Fran Carpenter, Roz Waters (Lymington Times) and 3 members of the Public

Chair of the Parish Council, Matthew Goode, welcomed everyone and opened the meeting.

1. **DECLARATIONS OF INTEREST:** None Received
2. **PUBLIC PARTICIPATION:** Mr. Mike Walker for item 6d.
3. **APOLOGIES:** Cllr Banks, Royle, Cullen, Darbishire, Whitlock, Bennett & District Cllr Hopkins.
4. **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 17th OCTOBER 2022:**
Cllr Cowell referred to item 14 in the minutes relating to good governance. It was agreed that a quarterly review of Parish Council Governance should take place.
Cllr Cowell proposed the minutes be adopted; Cllr Vaughan seconded this proposal.
Members voted unanimously in favour that the minutes are accepted.

It was **RESOLVED** that the minutes of the Parish Council meeting held on **17th October 2022** was a true record of the meeting and were signed by the Chair of the meeting.

5. **PLANNING COMMITTEE MEETING MINUTES HELD ON 3rd OCTOBER 2022:**
Members voted unanimously in favour that the Planning Minutes are fully adopted.
6. **FINANCIAL MATTERS:**
 - a) **EXPENDITURE REPORT FOR AUGUST 2022:**
Prior to the meeting, the Clerk had circulated copies of the Expenditure Report for the above period and highlighted some stand-alone expenditure items.
Cllr Bishop proposed the expenditure report be approved; Cllr Vaughan seconded this proposal.
Members voted unanimously in favour that the Expenditure Report is accepted.

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

b) **INCOME REPORT FOR OCTOBER 2022:**

The Clerk had, prior to the meeting, circulated copies of the Income Report for the above period. Cllr Bishop proposed the income report be approved; Cllr Cowell seconded this proposal. Members voted unanimously in favour that the Income Report is accepted.

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

c) **RECONCILED BANK STATEMENTS:**

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

d) **FUNDING FOR MILFORD-ON-SEA YOUTH GROUP:**

Prior to the meeting the Clerk had circulated a report from the Youth Group outlining the service offered. Mr. Mike Walker addressed the Parish Council and reported that there are over 80 young people that attend the Youth Group over two separate evenings and that a new younger feeder group is being set up. Cllr Goode asked if there was data that highlighted any children from families currently struggling financially. Mr. Walker reported that this information was not available to the Youth Group and suggested the school might hold such information but might not release it due to sensitivity and data protection. Cllr Goode reported that the award of £5000 had already been allocated within the current year's budget. The Clerk reported that the same figure had been allocated for the financial year 2023/24.

e) **GRANT APPLICATION FROM CITIZENS ADVICE, NEW FOREST:**

Cllr Goode reported that the Parish Council had awarded funds annually to Citizens Advice and that the money was for a specific project and that the organisation had helped many Milford Residents. Cllr Vaughan suggested that the financial holding of Citizens Advice was rather high. Cllr Cowell proposed awarding the £500 requested; Cllr Bishop seconded this proposal. Councillors voted five (5) in favour and one (1) abstention.

It was **RESOLVED** that £500 be awarded to Citizens Advice, New Forest paid from the Community Support Fund.

f) **PRECEPT FOR 2023/2024:**

Cllr Goode reported that the financial requirements for 2023/24 had been discussed at a recent finance committee meeting and that the committee was recommending to the Full Parish Council a precept amount of £179,874. Cllr Cameron proposed that a precept level be set at £179,874; Cllr Bishop seconded this proposal.

It was **RESOLVED** that the financial year 2023/2024 precept level be set at £179,874.

g) **FINANCIAL AWARD FOR THE REFURBISHMENT OF THE CHRIS WALFORD PAVILION:**

Prior to the meeting the Clerk had circulated a report showing the timetable of communication over recent months. This included the cost of refurbishing the Pavilion to make it compliant with the requirements expected for youth groups using the facility. The total cost of the refurbishment will be £45,000 and a grant of £25,000 has been offered by the Football Foundation. Further Grants have been secured from County and District Councillor Allocations, and a bid for a further £10,000 requested from NFDC's Community Grant Fund. Cllr Goode reported that at this stage in the process, the award from NFDC is not guaranteed and Councillors should be aware of this. However, if there was a delay in undertaking the required work until the next financial year project the costs were likely to increase significantly. Cllr Goode suggested that the work would still need completing regardless of funding from NFDC.

Cllr Bishop proposed the Parish Council guarantee the cost of the work to prevent the cost spiraling; Cllr Vaughan seconded this proposal.

It was **RESOLVED** that the Parish Council agree to meet any shortfall in the cost for refurbishing the Chris Walford Pavilion, so that the project could start soon, thus securing the price quoted by the contractor.

7. FEASIBILITY STUDY FOR FACILITIES AT MOS1:

Prior to the meeting the Clerk had circulated a report detailing the companies that had been approached to undertake a feasibility study on the potential additional facilities at MOS1. Costs to undertake a feasibility study were received from three different companies and all were similar in price.

Cllr Goode suggested that undertaking a study now, even though the parish council were not yet in receipt of the land, would save significant time when it eventually does. Cllr Goode also suggested that this study be expanded to include the services required in and out of the area as well as how the layout of the open space could be designed in line with Parish Council aspirations.

The Clerk reported that the best price received had been from Studio Four and that they were the only company who requested a site visit. They were also aware of the requirement to make any sports hall energy efficient.

Cllr Vaughan proposed that the Parish Council engage Studio Four to undertake an expanded feasibility study on a potential sports hall, services required and layout of the area in line with the aspirations of the Parish Council; Cllr Bishop seconded this proposal.

It was **RESOLVED** that Studio Four be invited to undertake a Feasibility Study on the open space land at MOS1 paid from the available mitigation funds for the site.

8. SERVICING THE VILLAGE “MILLENNIUM” CLOCK:

The Clerk reported that following conversations with Smiths of Derby, the Millennium Clock could not be converted into a “Street” Clock. The office had researched local companies that might be able to service the Millennium Clock but their service only included internal small clocks.

Cllr Jennions suggested that the Millennium Clock needed servicing very soon as it had not been serviced for several years.

Cllr Goode suggested that future budgeting be considered for the clock to be serviced every 12 – 18 months as per the recommendation by Smiths of Derby.

The Clerk agreed to arrange a clock service and to ask the representative of Smiths of Derby if there was a more suitable location for it to be moved, thus making future repairs easier and more cost effective.

9. VILLAGE BENCHES & BUS STOPS:

The Clerk reported that a number of benches around the village had been repaired and refurbished in recent months and that this would be an ongoing project.

Cllr Goode suggested that further bus shelters could be purchased as many locations do not offer any shelter from the elements.

The Clerk agreed to contact HCC Highways Department to arrange a site visit for possible bus shelters at Lytton Lawn and Keyhaven and report back to the Parish Council at the January meeting.

10. MEETING WITH REPRESENTITIVES OF THE MILFORD CONSERVATION VOLUNTEERS:

The Clerk reported that he had recently met with representatives of the MCV to discuss the projects outstanding within the parish and what support could be offered by members of the MCV. During these discussions the MCV confirmed that volunteer numbers were down and that it was a challenging time to commit a large number of volunteers to attend any specific task days. The Clerk suggested that as the Parish Council now had two Groundsmen it was better placed to tackle a range of outstanding tasks and that any additional volunteers were more than welcome and much appreciated. It was agreed to review the situation on a regular basis and for both parties to work closely together on any tasks as well as future MCV recruitment.

11. COUNTY & DISTRICT COUNCILLOR REPORTS:

County Cllr Carpenter reported that she and the Parish Clerk had met with the County Council’s Access Rangers to discuss Sturt Pond Footpath and other local issues. However, it had previously been decided a boardwalk would not be feasible at this location. Cllr Carpenter had also attended the volunteer forum and reported that many organisations were struggling to recruit much needed volunteers.

District Cllr Hawkins reported that NFDC had a new leader and that he and Cllr Hopkins had agreed to contribute to the Pavilion Project and Keyhaven Christmas Tree.

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

A. Business, Education & Community

Cllr Cameron reported that there was a regular food parcel vehicle from Lymington to New Milton and suggested it might stop at Milford. District Cllr Hawkins agreed to report back on this matter.

B. Communication & Citizen Engagement

The Clerk reported the office was enquiring as to the options to flag e-mails being received outside the .gov addresses.

C. Building & Development

Nothing further to report.

D. Parish Council Open Spaces

Nothing to report.

E. Climate Emergency

Cllr Cowell reported a discharge of sewerage was experienced recently flowing along the main road from Milford to Keyhaven. The office had been successful in contacting Southern Water and an engineer visited the site that day. Cllr Goode suggested writing a report on the incident and forwarding this to NFDC’s Planning Dept so they are aware of the problem when considering any application for the site north of Manor Road.

F. Groups & Societies

Nothing to report.

G. Finance

Covered under item 6.

H. Health & Wellbeing

Nothing to report.

I. Sea Front & Coastal Protection

The Clerk reported that there was a drop in event on 5th December at the Community Centre regarding the Christchurch Bay Project.

J. Transportation & Infrastructure

Nothing to report.

K. Parish Employment

The Clerk reported that Mr. Laurence Brain had started as the new Groundsman and was settling in well.

13. CORRESPONDENCE:

The Parish Council agreed the Village Green could be used as a focal point for a local petition.

14. MATTERS FOR INFORMATION:

Prior to the meeting the Clerk had circulated meeting dates for 2023, there were no further comments.

The Chair thanked everyone for attending and **CLOSED** the meeting at 8.00pm.

..... Chair

.....Date