

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 20th NOVEMBER 2023.

Minutes of the 419th meeting of the Parish Council held **Monday 16th October 2023**.
In the Village Hall, Park Road

MEMBERS

Mr. Bob Bishop	Mrs. Susan Pepper.	Mrs. Susan Whitlock
Mrs. Christine Hopkins p	Mr. Peter Jennions p	Ms. Anne Cullen p
Mrs. Patricia Banks p	Mr. Donald Darbshire p	Mr. Bernard Bennett
Mr. Kenneth Cameron p	Mr. David Royle	Mr. Ian Bliss p

ALSO IN ATTENDANCE

Graham Wells (Parish Clerk), District Cllr's Reid and Ward and Roz Waters (Lymington Times).

Chair of the Parish Council, Anne Cullen, welcomed everyone and opened the meeting.

1. **DECLARATIONS OF INTEREST:** None received.
2. **PUBLIC PARTICIPATION:** None.
3. **APOLOGIES:** Cllr Bishop, Cllr Bennett, Cllr Whitlock, Cllr Pepper. County Cllr Carpenter and District Cllr Hawkins.
4. **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18th SEPTEMBER 2023:**
Cllr Hopkins proposed the minutes be adopted; Cllr Jennions seconded this proposal.
Members voted unanimously in favour.

It was **RESOLVED** that the minutes of the Parish Council meeting held on **18th September 2023** was a true record of the meeting and were signed by the Chair of the meeting.

5. **FINANCIAL MATTERS:**

a) **EXPENDITURE REPORT FOR SEPTEMBER 2023:**

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 Royle proposed the expenditure report be approved; Cllr Cullen seconded this proposal.

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

It was **RESOLVED** that the Expenditure Report for **September 2023** was a true record of expenditure and was signed by the Chair.

b) **INCOME REPORT FOR SEPTEMBER 2023:**

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 Cullen seconded this proposal.

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

It was **RESOLVED** that the Income Report for **August 2023** 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.

d) **EXPENDITURE REPORT FOR THE FIRST SIX MONTHS OF THE FINANCIAL YEAR:**

Prior to the meeting the Clerk has circulated the six months expenditure figures. The Clerk reported that the council's insurance premium had increased above the budgeted figure due to two claims in the previous year. However, despite this expenditure for six months was exactly 50% of the total expected annual budget.

e) **THE OUTCOME OF THE 2022/2023 EXTERNAL AUDIT:**

The Clerk reported the external audit had been completed by BDO, the government appointed body, and there were no outstanding issues. The Clerk confirmed that all the figures had been published on the council's website and displayed in the office window, as per the audit requirements.

Cllr Cullen suggested this confirmation be sent to all Councillors.

6. **CHAIR'S REPORT:**

The Chair reported that groundwork was due to start on the open space land behind the school, but as yet a date had not been confirmed. It had previously been agreed that prior to accepting the land into Parish Council ownership it would commission a further report to confirm the field was safe and posed no liability to the council.

The Chair reported that she had attended a meeting at the South Lawn Hotel, which included other representatives from interested organisations, to discuss the public use of Mount Lake. It had been suggested that a reduction of 40% in bird numbers had been observed in this area. The introduction of signage, prohibiting certain areas and launch charges were being considered.

The Chair also reported that NFDC parking permits were due to increase from £140 to £220 per year. Also, she would be enquiring into the possibility of a large gathering at Shorefield's Country Park and had written to NFDC regarding acquiring a carton bin at one of its car parks.

The Chair congratulated Deputy Clerk, Niamh Morrison, on completing her ILCA qualification.

Cllr Hopkins suggested NFDC could provide a disposable unit for camper vans at the car park in Keyhaven. The Clerk agreed to contact NFDC.

7. **AN UPDATE ON WASTE BIN COLLECTION FOR 2024/25:**

The Clerk reported that neighbouring councils were receiving notification of the new charges being imposed at the beginning of the next financial year, and that their costs were also predicted to increase dramatically. He reported that a comparative quote from a private company had shown a cost of nearly 100% more than NFDC's. Further publicity and discussions were likely in the coming months. However, these costs would need to be considered when budgeting for 2024/25.

8. **AN UPDATE ON REPLACING THE WINDOWS AND DOOR AT THE PARISH OFFICE:**

The Clerk reported that UPVC windows could not be fitted at the Parish Office and that costs for wooden frames with sealed units had been obtained. Also, that CIL money could not be used for this project. Cllr Royle suggested that mitigation funds currently available posed no restrictions. He also suggested obtaining at least one additional quote as the sum involved exceeded £5,000.

Cllr Jennions proposed installing new windows with the mitigation funds held. Cllr Banks seconded this proposal. Members voted unanimously in favour.

It was **RESOLVED** that new wooden framed windows and door with double glazed sealed units be purchased for the Parish Office paid for from mitigation funds previously received.

9. **A REPORT FROM THE AMENITIES, WOODLAND, COASTAL & ENVIRONMENT COMMITTEE:**

Cllr Darbshire reported that the meeting had been attended by representatives of the MCV, Gardening Club and Parish Groundsman along with three Councillors and the Parish Clerks.

Cllr Darbshire had been elected Chair of this committee and Cllr Hopkins Vice-Chair.

Reports had been received detailing current and future work by the representatives along with some suggestions for further projects to be considered by the full Parish Council at its November meeting.

Cllr Cullen asked when cattle grazing might start again. The Clerk reported that the new grazier was still awaiting paperwork to enable him to move his cattle into the area, it was hoped this would be received by the end of the month.

10. A REPORT ON THE REPAIRS TO THE VILLAGE CLOCK:

The Clerk reported that work to repair the Village Clock had been completed and that servicing should be budgeted for every two years. He reported that £2,450 had been raised from the public and District/County Councillor donations. The Parish Council had previously agreed to cover the balance from its small projects fund.

The Clerk suggested including the names of those who contributed, without the specific amounts donated, in the next edition of the Village Voice.

11. COUNTY & DISTRICT COUNCILLOR REPORTS:

District Cllr Ward reported that waste bin collection and missing bins were generating much discussion.

Also, that she had been involved in trying to resolve the outstanding land issue behind the school.

District Cllr Ward reported that there would be a delivery of large rocks to the green space between the bowls club and play areas, it was not known when this would take place as various licences needed to be obtained, but it was hoped work might start in the spring of 2024.

Cllr Darbishire suggested that the Parish Council obtain a dog bin to replace the one missing at Northfield Road.

District Cllr Reid reported that he had attended the recent meeting discussing planning proposals for SS7 at Manor Road and suggested any further public comments need to be submitted by the end of the month.

He also reported that NFDC's Community Grant Scheme was open for requests until the end of the year and that the parking clock charges were based on the average of other local authority parking clock charges.

12. COMMITTEE REPORTS:

A. PLANNING COMMITTEE

To receive for adoption the planning minutes from 4th September 2023.

Members voted unanimously in favour of adopting these minutes.

B. FINANCE & FORWARD PLANNING COMMITTEE:

Cllr Royle and the Clerk agreed to set a date for the next Finance Committee meeting to discuss the precept for 2024/25. All members would be invited to this meeting.

C. AMENITIES, WOODLAND, COASTAL & ENVIRONMENT COMMITTEE

Prior to the meeting the Clerk had circulated the minutes of the meeting held on 10th October 2023.

Cllr Darbishire proposed the minutes be adopted. Cllr Bliss seconded this proposal.

Members voted unanimously in favour of adopting the minutes.

It was **RESOLVED** that the minutes of the Amenities, Woodland, Coastal and Environment Coastal Committee held on **10th October 2023** was a true record of the meeting and were signed by the Chair of the meeting.

D. TOURISM, TRADERS & TRAFFIC COMMITTEE:

The next meeting was scheduled for Monday 13th November.

E. MOS1 COMMITTEE:

Members agreed to set a meeting date in the near future, during the day if possible.

13. CORRESPONDENCE:

None received.

14. OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT:

Following an e-mail exchange earlier in the day it was agreed to add a discussion regarding the change of name at the community centre to the November agenda.

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

.....ChairDate