

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 17th OF JULY 2023.

Minutes of the 416th meeting of the Parish Council held **Monday 19th June 2023.**
In the Village Hall, Park Road

MEMBERS

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

ALSO IN ATTENDANCE

Graham Wells (Parish Clerk), District Cllr Ward

Vice-Chair of the Parish Council, Bernard Bennett, welcomed everyone and opened the meeting.

1. **DECLARATIONS OF INTEREST:** None Received
2. **PUBLIC PARTICIPATION:** None.
3. **APOLOGIES:** Cllr Whitlock, Cllr Jennions, Cllr Pepper, Cllr Cullen. County Cllr Carpenter. District Cllrs Reid and Hawkins.
4. **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15th MAY 2023:**
Cllr Royle proposed the minutes be adopted; Cllr Hopkins seconded this proposal.
Members all voted in favour.

It was RESOLVED that the minutes of the Parish Council meeting held on 15th May 2023 was a true record of the meeting and were signed by the Chair of the meeting.

5. **PLANNING COMMITTEE MEETING MINUTES HELD ON 3rd MAY 2023:**
Members voted in favour that the Planning Minutes are fully adopted.
6. **FINANCIAL MATTERS:**
 - a) **EXPENDITURE REPORT FOR MAY 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 Darbshire proposed the expenditure report be approved; Cllr Royle seconded this proposal.
Members voted unanimously in favour that the Expenditure Report is accepted.

It was RESOLVED that the Expenditure Report for May 2023 was a true record of expenditure and was signed by the Chair.
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b) INCOME REPORT FOR MAY 2023:

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

It was **RESOLVED** that the Income Report for **May 2023** was a true record of income and was signed by the Chair.

c) RECONCILED BANK STATEMENTS:

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

d) ANNUAL GOVERNANCE STATEMENT FOR THE 2022/2023 INTERNAL AUDIT:

Prior to the meeting the Clerk had circulated the Governance Statement.

Cllr Bennett proposed approving the Annual Governance Statement. Cllr Banks seconded the proposal.

Members voted unanimously in favour.

It was **RESOLVED** that the Annual Governance Statement of 2022/2023 was correct and that the Parish Council was adhering to all the requirements within it. The document was signed by the Chair of the meeting and Parish Clerk.

e) ACCOUNTING STATEMENT FOR 2022/2023 AUDIT:

Prior to the meeting the Clerk had circulated the 2022/23 Statement of Accounts.

Cllr Darbshire proposed approving the Accounting Statement. Cllr Royle seconded the proposal.

Members voted unanimously in favour.

It was **RESOLVED** that the Accounting Statement for 2022/2023 was correct and was duly adopted and signed by the Chair of the meeting and Responsible Financial Officer.

f) 2022/2023 YEAR END ACCOUNTS:

Prior to the meeting the Clerk had circulated the Accounts for the year ending 31st March 2023.

Cllr Hopkins proposed approving the 2022/23 Year End Accounts. Cllr Royle seconded the proposal.

Members voted unanimously in favour.

It was **RESOLVED** that the 2022/2023 Year End Accounts were a true record of financial transactions and were duly signed by the Chair and Responsible Financial Officer.

g) NO CONFLICT-OF-INTEREST CONFIRMATION WITH BDO LLP:

The Chair of the Meeting and the Parish Clerk signed the form confirming that there was no conflict of interest between Milford Parish Council and BDO LLP.

7. FORMAT FOR THE PUBLIC MEETING BEING HELD ON 28TH JUNE 2023:

The Clerk reported that the annual public meeting would take place on Wednesday 28th June in All Saints Church Hall at 7.30pm and that recently elected Chairs of Committees would read a report at the meeting. The Clerk also reported that the annual report would be circulated to members prior to the meeting and copies would be available to the public on the night.

It was hoped that both County and District Councillors would also be in attendance.

Cllr Darbshire suggested that there were likely to be a number of questions on recent controversial subjects including MOS1 land, planning for land north of Manor Road and parking at Keyhaven.

8. COUNTY & DISTRICT COUNCILLOR REPORTS:

County Councillor Carpenter had given her apologies for the meeting.

District Cllr Ward suggested that there was some confusion in recent comments regarding NFDC's adopted local plan and related policies. She agreed to obtain confirmation from the Portfolio Holder and circulate this to Milford Parish Council and other local authorities.

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

A. Business, Education & Community

Nothing to report.

B. Communication & Citizen Engagement

Cllr Royle reported that there had been recent vandalism to Beach Huts at Hordle Cliff and that the police were aware and in attendance.

C. Building & Development

Nothing to report.

D. Parish Council Open Spaces

The Clerk reported that further information, proposed plans and costings were awaited from Hampshire County Council for the Possible project to plant trees and hedgerow at Scholars Retreat Field.

E. Climate Emergency

Nothing to report.

F. Groups & Societies

Nothing to report.

G. Finance

Nothing further to report.

H. Health & Wellbeing

Nothing to report.

I. Sea Front & Coastal Protection

Cllr Bennett & Cllr Banks reported that they had attended an on-line briefing on the costal defenses projects and there were a number of public events and exhibitions taking place locally in the coming weeks.

J. Transportation & Infrastructure

Members were pleased to note that several potholes had been repaired.

K. Parish Employment

The Clerk suggested that the co-option of the existing Councillor vacancy should take place as the Councils earliest convenience.

13. **CORRESPONDENCE:**

Nothing to report.

14. **OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT:**

Nothing to report.

The Chair thanked everyone for attending and **CLOSED** the meeting at 7.30pm.

..... Chair

.....Date