

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 MAY 2024.

Minutes of the 425th meeting of the Parish Council held **Monday 22nd April 2024.**
In the Village Hall, Park Road

MEMBERS

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

ALSO IN ATTENDANCE

Graham Wells (Parish Clerk), Roz Waters (Lymington Times)
District Cllr David Hawkins and County Cllr Fran Carpenter

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

1. **DECLARATIONS OF INTEREST:** None received.
2. **APOLOGIES:** Cllr's Whitlock, Jennions, Royle, Pepper.
3. **PUBLIC PARTICIPATION:** None.
4. **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18th MARCH 2024:**
Cllr Bishop proposed the minutes be adopted; Cllr Banks seconded this proposal.
Members voted unanimously in favour.

It was **RESOLVED** that the minutes of the Parish Council meeting held on **18th March 2024** was a true record of the meeting and were signed by the Chair of the meeting.

5. **FINANCIAL MATTERS:**

a) **EXPENDITURE REPORT FOR MARCH 2024:**

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 Cullen seconded this proposal.

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

It was **RESOLVED** that the Expenditure Report for **March 2024** was a true record of expenditure and was signed by the Chair.

b) **INCOME REPORT FOR MARCH 2024:**

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 Bliss seconded this proposal.

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

It was **RESOLVED** that the Income Report for **March 2024** was a true record of income and was signed by the Chair.

c) **RECONCILED BANK STATEMENTS:**

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

6. **CHAIR'S REPORT:**

The Chair suggested that a Staffing Committee be formed at the next AGM. The Parish Council was continuing to grow and the number of staff employed warranted a specific committee. She reported that Terms of Reference, Grievance and Disciplinary Policies had been written.

The Chair suggested that it was important for as many Councillors as possible to attend the "Teams" meeting on Friday with NFDC's Coastal Officers. Also, there were two meetings to discuss the potential of Solar Panels at Scholars Retreat Field on Thursday 25 and April 30th.

The Chair reported that she had attended the AGM of the "Wings", the group were looking at the best ways to prevent disturbance of nesting birds.

7. **PLACING A REQUEST TO OBTAIN THE MITIGATION LAND AT SS7/SWALLOWFIELDS (SUBJECT TO PLANNING BEING APPROVED):**

The Parish Clerk suggested that if the Parish Council were interested in obtaining the mitigation land at SS7/Swallowfields it should make this request to the planning officer prior to a full planning application being received.

Cllr Bliss suggested that more information was needed before Milford-on-Sea Parish Council could make this decision, including limitations on the land, the financial commitment to the Parish Council and the mitigation funds available.

The Clerk agreed to obtain further information.

8. **PLACING A REQUEST FOR ALLOTMENT PLOTS AT SS7/SWALLOWFIELDS, (SUBJECT TO PLANNING BEING APPROVED):**

The Clerk suggested that if the Parish Council would like to see allotment plots at SS7/Swallowfields it needed to contact NFDC's planning Officer.

Cllr Darbshire suggested that if there were a demand it would seem prudent to request plots on the site, it would be an environmentally friendly use of some land and would be of benefit to some of the new homeowners.

The Clerk agreed to submit a request for allotment plots to NFDC.

9. **CONVENING A STAFFING COMMITTEE AND APROVING DOCUMENTS RELATED TO THIS COMMITTEE:**

Cllr Cullen reported that she and Cllr Hopkins had undertaken staffing reviews in November 2023. This had been welcomed by all members of staff and had proven to be a worthwhile task. Several training courses had been identified and it had been suggested that staff reviews become a frequent occurrence, especially as the Parish Council continues to grow.

Cllr Cullen had taken advice from other town and parish councils, who suggested this was a necessity for an authority of our size. Cllr Cullen suggested a formal adoption of committee members at the AGM in May.

Cllr Bishop proposed the documents relating to this committee be adopted. Cllr Banks seconded this proposal. Members voted unanimously in favour.

It was RESOLVED that the terms of reference, disciplinary and grievance policies be adopted for the staffing committee.
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10. **ALLOWING ADVERTISING BOARDS ON THE INTERNAL FENCING AT THE BOWLS CLUB:**

The Clerk reported that a request had been received from the Bowls Club requesting 1.5m x 1m advertising boards be placed on the internal side of the fence surrounding the bowling green.

Members suggested that this would be too intrusive as they would be viewed from the promenade, raised beach hut walkway and roadside path.

Members agreed unanimously against allowing these advertising boards.

11. **COUNTY AND DISTRICT COUNCILLOR REPORTS:**

County Councillor Carpenter reported that the parking issue at Keyhaven and Barton-on-Sea would be going to re-consultation with amendments, she had no further information regarding timing or suggested amendments.

District Councillor Hawkins expressed his delight that some of his councillor grants had been well used for the seed/plant turf at community meadow behind the church.

12. **COMMITTEE REPORTS:**

A. **PLANNING COMMITTEE**

To receive for adoption the planning minutes from 4th March 2024.
Members voted unanimously in favour of adopting these minutes.

B. **FINANCE & FORWARD PLANNING COMMITTEE:**

The next finance meeting is scheduled for Tuesday 11th June at 10.30am.

C. **AMENITIES, WOODLAND, COASTAL & ENVIRONMENT COMMITTEE:**

The next Amenities Committee meeting is scheduled for Tuesday 15th October at 10.30am.

D. **TOURISM, TRADERS & TRAFFIC COMMITTEE:**

The next meeting to be scheduled for 24th September 2024.

E. **MOS1 COMMITTEE:**

The next meeting will be held when work on the open space land has progressed further.

13. **CORRESPONDENCE:**

The Clerk reported that GO New Forest were featuring Milford-on-Sea as its “village of the month” for May. Also, that the representatives of visit Milford were redesigning/updating the village walking map.

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

Cllr Bliss suggested that Barnes Lane Recreation Ground be hired out to Lymington Cricket Club teams.
The Clerk suggested contacting the Girls Cricket Club and Youth football team to see if this would pose any issues for them.

The Chair thanked everyone for attending and **CLOSED** the meeting at 7.15pm.

..... Chair

.....Date