MILFORD-ON-SEA PARISH COUNCIL

The Old Clock House ~ 22 High Street ~ Milford-on-Sea ~ Hampshire ~ SO41 OQD

THESE MINUTES WILL BE APPROVED AT THE NEXT FULL PARISH COUNCIL MEETING ON THE 19th AUGUST 2024.

Minutes of the **428th** meeting of the Parish Council held **Monday 22nd July 2024.**
In the Village Hall, Park Road

MEMBERS

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

ALSO IN ATTENDANCE

Graham Wells (Parish Clerk), District Cllr David Hawkins, County Cllr Fran Carpenter
and two members of the public

Cllr Bernie Bennett, Chair of the Parish Council, welcomed everyone and opened the meeting.

1. **DECLARATIONS OF INTEREST:** Cllr Royle and Cllr Bennett declared for item 10.

2. **APOLOGIES:** Cllr's Cameron and Bishop. District Cllr's Ward and Reid

3. **PUBLIC PARTICIPATION:**
Representatives of Milford Residents for Sustainable Development (MRSD) addressed the committee asking if there were further updates on the Section 106 agreement relating to the proposed development at SS7, Swallowfields. They also highlighted an e-mail sent from Hampshire County Council's (HCC) Highways Department to New Forest District Council (NFDC), which had appeared briefly on NFDC's planning portal and suggested Milford-on-Sea Parish Council should respond to these two issues.
Cllr Whitlock suggested this be placed on the next planning meeting agenda, as further information might become available and a more in-depth discussion could then take place.

4. **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 17th JUNE 2024:**
Cllr Pepper proposed the minutes be adopted; Cllr Royle seconded this proposal.
Members voted unanimously in favour.

It was **RESOLVED** that the minutes of the Parish Council meeting held on **17th June 2024** was a true record of the meeting and were signed by the Chair of the meeting.

5. **FINANCIAL MATTERS:**

a) **EXPENDITURE REPORT FOR JUNE 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 Royle proposed the expenditure report be approved; Cllr Hopkins seconded this proposal.
Members voted unanimously in favour that the Expenditure Report is accepted.

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

b) INCOME REPORT FOR JUNE 2024:
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 Hopkins seconded this proposal.
Members voted unanimously in favour that the Income Report is accepted.

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

6. CHAIR'S REPORT:
Parish Chair, Cllr Bennett reported that he been reviewing the Parish Councils existing policies and suggesting additional policies for consideration. These would be presented to the Parish Council in the coming months for approval/adoption.
Cllr Cullen suggested the policies be added to the council's current and new website when adopted.

Cllr Bennett reported that he had received some recent documentation on the proposed Exxon Mobile carbon capture pipeline and reported that a consultation event was being held on 30th August at The Bridge.

He had attended the NFDC meeting that discussed the Christchurch Bay project and thanked those councillors that also attended.

The Chair reminded members that there was a Stakeholder Action Group (STAG) meeting being held on 24th July, to discuss the Lymington to Keyhaven Coastal Project and suggested a representative councillor from Milford attend as Cllr Hopkins was unable to do so.

7. UPDATED STANDING ORDERS:
Prior to the meeting the Clerk had circulated the Parish Councils Standing Orders. He confirmed that there had been little change other than some grammatical alterations.
Cllr Banks suggested that only official "parish business" reasons for councillors giving their apologies should be recorded in any minutes.
Cllr Cullen proposed the Standing Orders be adopted. Cllr Bliss seconded this proposal.
Members voted unanimously in favour.

It was **RESOLVED** that Milford Parish Council Standing Orders updated in 2024 are adopted.

8. RISK MANAGEMENT SCHEME:
The Clerk reported that he had been working on this policy document but still had to finalise it. He suggested that the policy is presented at the next parish council meeting for adoption.

9. MILFORD-ON-SEA MISSION STATEMENT AND VALUES:
Prior to the meeting the Chair had circulated a proposed mission statement and Values. It was suggested that this be placed on the new website as well as the office window.
Cllr Darbishire proposed the adoption of the statement; Cllr Pepper seconded this proposal.
Members voted unanimously in favour.

It was **RESOLVED** that the Milford-on-Sea mission statement and Values be adopted.

10. THE OPTIONS FOR THE FUTURE OF MILFORD-ON-SEA BOWLS CLUB:
Cllr Darbishire referred to the presentation given by the bowls club at the June Parish Council meeting and reported that the club were looking to work with the Parish Council to find solutions regarding the condition of the building, securing a long-term future and being able to apply for external grants.
A Parish Council working group had been formed to discuss options; it was felt that in the first instance a Red Book Valuation should be sought. This would go some way to determine if the Parish Council wished to sell the facility, whether the Bowls Club were in a position to purchase it or to provide some financial data that would be useful if the lease option were to be discussed.
The Clerk reported that he had contacted several valuation companies and was awaiting a reply from them.
The Chair suggested that a minute be kept of future working group deliberations.

11. **AN UPDATE ON THE NEW PARISH COUNCIL WEBSITE AND POTENTIAL COSTS:**
Cllr Bennett reported that several meetings had been held between himself, Cllr Cullen and Deputy Clerk Niamh Morrison. They had obtained costs and details from three different companies and upon close examination of costs and design had a firm favourite in mind.
A firm proposal will be presented to the full Parish Council at the August meeting.

12. **THE ADDITIONAL GROUNDS MAINTENANCE OPERATIVE POSITION:**
Cllr Darbishire reported that three candidates had been invited to interview for the re-advertised vacant position and that all three candidates possessed different qualities and experience. The interview panel unanimously agreed that Mr. Jonathan Rake should be offered the position subject to full parish council agreement.
Prior to the meeting the Clerk had circulated a report outlining the reasons for continuing with an additional second part-time grounds maintenance operative.
Cllr Darbishire proposed employing Mr. Rake; Cllr Pepper seconded this proposal.
Members voted nine (9) in favour and one (1) abstention.

It was **RESOLVED** that the parish council employ Mr. Jonathan Rake as Grounds Maintenance Operative for 19.5 hours per week over three days.

13. **COUNTY AND DISTRICT COUNCILLOR REPORTS:**
County Cllr Carpenter reported that she would try to obtain an update on the next consultation phase for the parking proposals at Keyhaven and Barton. She reported that NFDC were not currently investigating overnight parking in their car parks but NFDC's portfolio holder might have further information
She also reported that she had been elected to stand as vice-chair for Hampshire County Council's (HCC)'s fire authority and that HCC were entering into discussions with other county councils regarding devolution.
Cllr Carpenter reported that she would be attending the STAG meeting on the 1st of August.

District Cllr Hawkins reported that meetings were starting to be reconvened following the general election/purdah period. He had received no further correspondence regarding the outline planning application for SS7, Swallowfields.

14. **COMMITTEE REPORTS:**

A. PLANNING COMMITTEE
To receive for adoption the planning minutes from 3rd June 2024.
Members voted unanimously in favour of adopting these minutes.

B. FINANCE & FORWARD PLANNING COMMITTEE:
The next meeting is scheduled for **25th November** to set the 2025/26 precept level.

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 there was likely to be a "Volunteer" fair in the Autumn and that the Parish Council were likely to be invited to attend this event.

14. **OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT:**
Cllr Banks suggested that a diary of other District and County events be circulated. The Chair reported that he was working on such a calendar and would report back at the next meeting.

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

……………………………. Chair …… …………………… …...Date