

Marchwood Parish Council

Marchwood Village Hall
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7th March 2017

Dear Councillor

A meeting of the Parish Council will be held in the Pine Room, Marchwood Village Hall, on Monday 13th March 2017 at 7.30pm, you are summoned to attend.

Yours sincerely

Clerk to the Council

AGENDA

1. **Apologies for absence**
2. **Public participation** - may speak for up to three minutes.
3. **Declarations of Interest**
4. **Chairman's report**
5. **Minutes:** To confirm the minutes of the meeting held on 23rd January 2017.
6. **Report from New Forest District Councillors** – Appendix A
7. **Report from Hampshire County Councillor** – no report
8. **Reports of Representatives to Outside Bodies** – Appendix B
9. **Committee Minutes:** to receive as follows:
 Planning – 30th January and 27th February 2017
10. **Co-option of a new Parish Councillor and signing of declaration of office** – Report A
11. **Filling of vacant committee position** – Amenities
12. **Parish Council lease of the Oak Room, Marchwood Village Hall** – Report B
13. **Village News magazine** – Report C
14. **Improvements to the Parish Council IT network and backups** – Report D
15. **Parish Council priorities for 2017(verbal update)**
 - a) **New Scout and Guide building**
 - b) **Engage with the Community at more events**
16. **Exclusion of Press and Public** - That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
17. **Attendance at meetings** – Report E
18. **Recruitment of a full time Grounds Person** - verbal update.
19. **Ground Person's capability update** – Report F

Members of the public are welcome to attend meetings of the Parish Council. Copies of items referred to in the agenda are available from the Parish Council office on request.

Report of New Forest District Councillors March 2017

Community Charge

New Forest District Council has set the budget for 2017/18, there will be an increase of 3.2% to the Community Charge, this equates to a rise of £3.14 a week for a band D property.

New Executive Head of Economy, Housing and Planning

As a lot of you are aware, Chris Elliot will be retiring at the end of the month, his replacement will be Flo Churchill, and she is currently Head of planning at Sheffield City Council, which interestingly has part of the Peak District National Park within its boundary. She will commence work on the 22nd May 2017.

Marchwood Industrial Park

I have been in contact with Hayley Sheppard from ABP, firstly about the Lorries parking overnight on the slip road into Admiralty Quay and the need for more screening around the entrance to the industrial park.

Hayley has contacted all businesses on the park and asked them to stop using Admiralty Quay as an unofficial overnight stop and has asked to be informed if this practice doesn't desist .

ABP have asked their landscaping team to have a look at the entrance and I am waiting to hear back.

New Council Houses

New Forest District Council has just completed building 21 new Council Houses on the North Milton Estate in New Milton, all are occupied with new tenants from the waiting list.

Unfortunately the right to buy, policy set out by the government remains, and tenants will be eligible after 3 years tenancy. NFDC along with other councils from around the country have written to the government asking for an end to this policy.

Cllr Alison Hoare

023 80872979

alison.hoare@newforest.gov.uk

Co-option of new Parish Councillor

The Parish Council has a vacant position for Councillor due the resignation of Dan Kitcher. We have received two application's below:

I would like to be considered for the available position on the Parish Council. After living in Marchwood for almost seven years I am looking to increase my involvement in the village and community

I believe I will be a good addition to the team using my experience as a Systems Support Engineer, a role that for the most part requires making informed decisions. My working life involves project planning, solution design and delivery, which are all transferable skills in information gathering, decision making and solutions presentation. I work to ITIL Standards, so I am used to working within a framework and to delivering to standards and policies.

My wife is a teacher at the Infant School, and has woven herself into life in Marchwood, developing strong roots in the village. This in part, has been the catalyst for my application, I would like to grow my social network within the community, help out where I can, and use this opportunity to build my skillset. Please feel free to contact me if you require any further information.

Kind Regards
Graeme Gant

Thank you for the conversation this morning about the work of a Parish Councillor, I found it very informative. On the strength of our conversation, I would like to put myself forward for consideration as a councillor.

My name is Rachel Andrews. I am 41 years old. I have lived in Marchwood since 2008. I work in Hamble. Although I do not work in the parish, I am interested in helping to continue the smooth running of our local services. I regularly use the new cycle path to commute and took part in the litter pick last spring organised by Sue Bennison. I follow local matters, keeping up to speed by reading the Marchwood Village News. I am particularly keen to help to maintain the clean and tidy look and feel to Marchwood, as well as its open spaces, where I can often be found walking my cocker spaniel. I am interested in spending some of my spare time in helping the local community in some way.

I am very at ease speaking with a range of people discussing issues with individuals as well as national bodies – this is something that I do as part of my job at the Royal Yachting Association. I like to think that I am a good listener, taking into account different views before drawing conclusions.

As a councillor, I would be like to serve on the amenities or planning committees, should there be a vacancy.

Whether or not I am successful in becoming a councillor, I would be happy to volunteer for Party in the Park on 5 August.

Kind regards
Rachel

Reports of Representatives to Outside Bodies

Handy Trust meeting 26th Jan 2017

This was my second meeting at the Trustee Meeting since Jane Bovey ceased to be our representative.

I am still learning

- 1) There was a lengthy discussion concerning the relationship between the Trust and the Hythe and Dibden Council There have been problems but I was reassured that significant changes have been made and others will be shortly in place.
- 2) The Budget was discussed and lots of issues were raised that confused me as I was new to this.
But more to the point they are solvent.
- 3) I was asked to report as to the current position with regard to the Marchwood Youth Club and our Marchwood dedicated Youth Worker Lizzie. She has been in position since the beginning of the year.

There were concerns expressed that Lizzie was not always getting full support from some members of the Management Committee of the Youth club and some misunderstandings had arisen. I confirmed that we were delighted at the contribution that Lizzie had made to date and she had the full support of the Council and our two representative on the Youth Club Committee. There had been some problems but I re-assured those present that matters were in hand and they were to WATCH THIS SPACE

- 4) We reviewed the reports of the individual Community Workers and Candy Huxman. I came away from the meeting they are a group of enthusiastic and committed individuals. I have copies of their individual reports if members would like to see them
- 5) The next full meeting of the Trust is on the 11th May

PS: At the end of the meeting I took the opportunity to reassure Lizzie that she had our support.

Cllr Fred White

New Forest Environmental Protection Liaison Committee

Friday 3rd Feb 2017 @ Appletree Court, Lyndhurst.

Unfortunately I am unable to lie it was not the most riveting of Agendas or Meeting itself.

Highlights:

Southampton Airport Noise Modelling.

No part of the New Forest should hear aircraft landing or taking off and any impact from flight paths is minimal unless you live between Veals Lane & Netley View Estate in Hythe. Unfortunately they are within the 3 southern flight paths for landing depending on what instruments being used to guide aircraft.

Interesting from slides shown any overflight of Marchwood is result of the holding patterns imposed by Bournemouth Hurn airport.

Eels in the Solent including Rivers Itchen & Test and Southampton Water.

Bad News : Serious decline in numbers

Good News : The legislation governing Eels is UK Law and even though the decline is of Europe wide magnitude the eels have nothing to fear from Brexit.

Hythe Sea Scouts

Still trying to secure funding in order to safeguard their building from effects of erosion. After an intervention from David Harrison their representatives did state “we have several members from Marchwood “ [so it is possible that they make a grant application to ourselves].

Dates / Venue of future meetings.

09/06/17 14.00, 14/10/17 14.00, 02/02/18 14.00

Appletree Court as it was felt that due to level of public participation no further meetings to be held on Waterside.

Cllr David J Makinson

Marchwood Community Association

Nothing much to report.

Cheese and Wine Evening 17th March £10 per ticket.

Pensions will be going live this month.

Cllr Darryl Hindle

Parish Council lease of the Oak Room, Marchwood Village Hall

The current lease for the Oak Room expires on 31st October 2017.

The Parish Council needs to enter negotiations with Marchwood Community Association to discuss a new lease.

Marchwood Community Association have also asked if their lease for the land could be reviewed during the process. They would like a 99 year lease or the possibility of purchasing the land off the Council.

Recommendation

To form a working party to negotiate the lease and report back to the Parish Council.

Village News magazine

As you are aware a decision was made at the Parish Council meeting held in October 2016 to change the Village News magazine to colour on non-shiny paper.

The last two editions of the magazine have been produced by TLC On-line and have been well received by residents and advertisers.

It is recommended that the publication stays with TLC On-line at a cost of £1,010.00 per edition.

Improvements to Council IT network and backups

Officers and the Chairman met with John Greenwood of Greenwood IT to discuss the improvements that could be made to the Parish Councils IT network and backups.

At present the PC back up to an external hard drive in the office and use a network through a Seagate box. Officers regularly experience problems where the Seagate box connection is lost and can take hours to reconnect. Due this time Officers are unable to work due to not being able to access files or work.

John Greenwood has helped in these situations and has suggested that the system be updated with the ability for files/work to be stored off site.

John's recommendations are as follows:

Firstly I'd look to replace your current cloud box with a Synology Box. This will provide a much simpler shared file storage and support various backup solutions including to an external USB drive and Encrypted backups to another external cloud (DropBox, OneDrive, Amazon or Me!). The Synology box also supports standard email functionality at no additional cost (or £10/month for enhanced anti-virus and anti-spam for up to 100,000 emails!).



The basic DS216J box (£150) would be enough for your office and supports two drives (for resilience). There are a choice of disk capacities, 1Tb (£60), 2Tb (£70), 4Tb (£140) and 6Tb (£240) - you need to buy two disks the same size, so double the disk prices. I'd suggest the DS216j with 2 x 2Tb would be enough for you. The disks are easily changed in a few years if you outgrow 2Tb of storage.

I suspect you would use the Synology for;

- Share file access from the office.
- Remote access to shared files for staff from any location (3 factor authentication for extra security if required)
- Sharing files with external people / businesses (secure or public). You could have a folder with the latest magazine which is shared with the printers for example.
- Host email for any @marchwoodparishcouncil.org.uk mailboxes, both in the office (Outlook?) and external (iPhones, tablets etc).

- Manage secure offsite document backups.

I would also add a small Uninterruptable Power Supply (UPS) to the setup just to protect the devices from power failures and spikes. The APC SmartUps of around 500VA is about £100-£120 and provides around 30 minutes' worth of power.



The unknown costs at the moment would be;
Installation, cabling (no idea of how many cables you need or where – or if you have “in house” people for drilling and cabling?)
Offsite backup space? I can do this for £1/Gb per year in 50Gb chunks – so budget for £50/year would be my guess. This would be backed up daily and encrypted.

The Parish Council currently has £555 left in the Office equipment budget and the cost for this new improved network would be:

DS216J Synology box	£150
2 x 2Tb discs	£140
Power backup	£120
Installation	??
Total	£410 + installation