

All minutes are draft until approved by the Council at the next meeting

Marchwood Parish Council

Minutes of the Annual Council Meeting of the Parish Council held at Marchwood Village Hall on Monday 13th May 2019 at 7.30pm.

Councillors: Mr R Young (Chairman) – in the Chair (P)

Mr J Case (P)

Mr G Gant (P)

Mr D Hindle (P)

Mrs A Hoare (P)

Mr D Makinson (P)

Mr P Mballa (P)

Mr M Proctor (P)

Mr M Saxby (P)

(P) Present

(A) Absent

In attendance: Mr B Gibbs (Clerk to the Council)

Also present: District Cllr S Bennison, County Cllr D Harrison, Inspector Helen Andrews of Hampshire Constabulary and a member of the public.

To elect a Chairman of the Council for the municipal year 2019-20

20/01 The retiring Chairman sought nominations for the post of Chairman of the Parish Council. Cllr Hoare proposed Cllr Young with Cllr Hindle seconding this nomination. There were no other nominations received. By a show of hands Cllr Young was elected Chairman of the Parish Council for the municipal year 2019-20. Having been duly elected Chairman of the Parish Council, Cllr Young signed the acceptance of office declaration in the presence of the Clerk.

Apologies for absence

20/02 All members were present.

Declarations of Interest

20/03 There was no declarations of interest recorded at this time.

Chairman's report

20/04 Cllr Young welcomed all elected members to the Annual Council Meeting including those who had stood for election for the first time. He invited all members to introduce themselves to the meeting and once that was done he congratulated Cllrs Bennison and Hoare on their re-election as District Councillors.

Cllr Young then spoke about recent correspondence from Southampton Football Club regarding matters at the Staplewood complex.

Public Participation

20/05 A resident asked if the Parish Council was planning to undertake any work on the War Memorial in the St John's Churchyard. The resident was informed that this memorial was not a Parish Council asset.

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The resident then informed the Parish council that the War Memorial will be 100 years old in October 2020.

20/06 Inspector Helen Andrews introduced herself as the neighbourhood police inspector for the New Forest (East) area. This area includes Hythe, Totton and Marchwood. She explained that she had 27 years experience as a police officer with most of it spent in the New Forest or Southampton.

She continued by saying that there would be an uplift in police numbers from now onwards. Currently, two police constables are normally deployed in this area. That number will rise to five by the third quarter of 2020.

Inspector Andrews concluded her introduction by listing her priorities in the role. These were to reduce dwelling and non-dwelling burglaries, to reduce vehicle theft, to reduce anti-social behaviour and to reduce the supply and dealing in drugs.

Minutes

20/07 **RESOLVED:** To accept the minutes of the meeting held on the 11th March 2019 as a true record.

To elect a Vice-Chairman of the Council for the municipal year 2019-20

20/08 Cllr Saxby proposed Cllr Hoare with Cllr Case seconding this nomination. There were no other nominations. By a show of hands Cllr Hoare was elected Vice-Chairman of the Parish Council for the municipal year 2019-20

To consider the structure and membership of Committees for the municipal year 2019-20

20/09 **RESOLVED:** the following councillors were appointed to the Amenities Committee for the municipal year 2019-20

Cllr Gant, Cllr Hoare, Cllr Makinson, Cllr Proctor, Cllr Young with one vacancy.

20/10 **RESOLVED:** the following councillors were appointed to the Policy & Resources Committee for the municipal year 2019-20

Cllr Case, Cllr Hindle, Cllr Makinson, Cllr Mballa, Cllr Saxby, Cllr Young.

20/11 **RESOLVED:** the following councillors were appointed to the Planning Committee for the municipal year 2019-20

Cllr Case, Cllr Hindle, Cllr Hoare, Cllr Mballa, Cllr Saxby, Cllr Young.

To consider and confirm the cycle of meetings for the remainder of the calendar year 2019

20/12 **RESOLVED:** To confirm the frequency of meetings for the remainder of the municipal year with the addition of extra-ordinary meetings of the Parish Council to take place on the 3rd June and on the 24th June 2019.

These were arranged in order to accommodate the approval of the Annual Governance and Accountability Return after the 2018-19 Internal Audit is completed.

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To appoint a Chairman for each Committee for the municipal year 2019-20

20/13 **RESOLVED:** Cllr Proctor was elected as Chairman of the Amenities Committee for the municipal year 2019-20.

20/14 **RESOLVED:** Cllr Saxby was elected as Chairman of the Planning Committee for the municipal year 2019-20.

20/15 **RESOLVED:** Cllr Hindle was elected as Chairman of the Policy and Resources Committee for the municipal year 2019-20.

To consider the appointment of representatives to outside bodies 2019-20

20/16 **RESOLVED:** the following councillors were appointed as representative of the Parish Council to the following outside bodies.

Marchwood Community Association	Cllr Hindle
New Forest Association of Local Councils	Cllr Hoare
Public Transport Liaison Committee	Cllr Makinson
Waterside Citizens Advice	Vacancy
Age UK	Cllr Makinson
New Forest Environmental Protection Liaison	Cllr Hoare & Cllr Young
New Forest Consultative Panel	Cllr Proctor
Waterside Youth Steering Group	Cllr Case & Cllr Young
The Handy Trust	Cllr Case, Cllr Hoare & Cllr Young (ex-officio)
Marchwood Twinning Association	Cllr Proctor
Waterside Heritage	Cllr Proctor
Marchwood Fete	Cllr Mballa
Marchwood Youth Group	Cllr Case, Cllr Hindle
NFDC Quadrant meetings	Cllr Proctor (but all councillors may attend)
Scout & Guide Build Committee	Cllr Young

Members noted a request from Mrs Judy Saxby to remain as the Parish Council's representative on the Dibden Allotments Fund

20/17 **RESOLVED:** To appoint Mrs Judy Saxby as the Parish Council's representative on the Dibden Allotments Fund for the municipal year 2019-20.

To consider the appointment of a Staffing Panel for the municipal year 2019-20

20/18 **RESOLVED:** Cllr Young, Cllr Hindle and Cllr Hoare were appointed to the Staffing Panel for the municipal year 2019-20.

20/19 It was agreed that a Staffing Appeals Panel will only be appointed if required at the time of a staff disciplinary matter.

District Councillor reports

20/20 Cllr Hoare thanked the Parish Council for their best wishes on her re-election. She commented that the District Council had not met after the recent elections and was still in election purdah due to the forthcoming European Parliamentary elections due on the 23rd May.

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Looking forward, Cllr Hoare said that the District Council is looking to review its refuse policy in the light of central government changes to recycling grates. It will also be required to put in place an air quality management policy before 2021.

20/21 Cllr Bennison also thanked the Parish Council for their best wishes on her re-election. She said that it was a hard-fought campaign with a very narrow margin following on from this. She said that she hoped to remain on the Development Control committee alongside her work with the Environmental panel. She concluded her report by saying that the recent litter pick had been a success.

20/22 County Cllr Harrison began his report by answering a question regarding recycling rates and recycling policies. He said that the local Waste Recycling Centre had survived a review of its opening hours unscathed and was a well-used facility. He congratulated the newly elected members of the Parish Council and the District councillors. He said that he was very happy to see that the extension to the Marchwood cycle route through to Tavells Lane had now been completed. He had thanked HCC officers for their work with this.

20/23 Cllr Harrison also spoke about the current situation with the Long Lane footway project, the A326 congestion issues and the proposed Fawley Waterside development. He also spoke about proposed changes to the management of the Hythe hospital.

Parish Council and Lloyd Trustee Insurance Schedules

The Clerk spoke about the Parish Council's insurance policies that are due for renewal at the end of May 2019. At the same time the Lloyd Recreation Ground Trust's insurance policy is due at the same time. There were four policies to consider.

- Core Policy Summary for the Parish Council including Employer liability and public liability.
- Core Policy Summary for the Lloyd Recreation Ground Trust including Employer liability and public liability.
- The Engineering and Construction policy for the Parish Council.
- The Parish Council's Motor Vehicle Policy.

The Clerk told the meeting that the total cost of the core policies would be £5,852.43 with the motor insurance policy costing £2,181.22. He continued saying these figures were within budget.

20/24 **RESOLVED:** to approve the renewal of the Parish Council's insurance policies from 1st June 2019 at a cost of £3,755.72

20/25 **RESOLVED:** to approve the renewal of the Parish Council's motor vehicle insurance policy from 1st June 2019 at a cost of £2,181.22.

20/26 **RESOLVED:** to approve the renewal of the Lloyd Recreation Ground Trust's insurance policies from 1st June 2019 at a cost of £2096.71.

The Handy Trust proposed new Service Level Agreement

20/27 The Clerk told the meeting that the Handy Trust is currently undergoing some major revisions to its administration including several personnel changes. The executive of the Trust have approached the Parish Council requesting the renewal of a Service Level Agreement He said that the Parish Council has recently paid an invoice from the Trust in order to cover the costs of the current provision for first quarter of 2019-20. This payment was made outside any SLA but was necessary in order to maintain continuity whilst negotiations for a new SLA are ongoing.

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20/28 After a brief discussion the Parish Council agreed to set up a working party to manage the negotiation of a new working agreement with the Trust. The Members of this working party were agreed to be Cllrs Case, Hoare and Young. The clerk was asked to arrange a meeting with the Trust as a matter of priority.

Bank Reconciliations as at 31st March 2019.

20/29 **RESOLVED:** The Parish Council noted the Parish Council's Bank Reconciliations as at 31st March 2019.

Members were told that the Bank Reconciliations up to the 31st March 2019 was Appendix F in their briefing pack.

Committee Minutes

20/30 **RESOLVED:** To receive as follows:

Planning: 4th March and 8th April 2019
Policy & Resources: 11th February 2019
Amenities: 11th February 2019

There being no further business the meeting closed at

Exempt Business

20/31 **RESOLVED:** in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personnel or confidential matters where publicity might be prejudicial to the special nature of the business.

There being no further business the meeting closed at 8.47pm.