

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

Marchwood Parish Council

Minutes of an Extra-Ordinary Council Meeting of the Parish Council held at Marchwood Village Hall on Monday 24th June 2019 at 7.30pm.

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

Cllr J Case (P)	Cllr G Gant (A)
Cllr M Havercroft (P)	Cllr D Hindle (P)
Cllr A Hoare (A)	Cllr D Makinson (A)
Cllr P Mballa (A)	Cllr M Proctor (P)
Cllr T Pocock (P)	Cllr M Saxby (P)

(P) Present

(A) Absent

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

Also present: District Cllr S Bennison and a member of the public.

Apologies for absence

20/60 Apologies were received from Cllrs Gant, Hoare, Makinson, Mballa and County Cllr Harrison.

Declarations of Interest

20/61 No declarations of interest were received.

Public Participation

20/62 A resident spoke about the Scout & Guide building. He said that he was disappointed that the Parish Council had made a £30,000 grant to the Scouts & Guides. He said that continued scrutiny of the project must be maintained including that of its future financial viability. The resident also commented that contractors appear to come and go without much evidence of progress.

20/63 Cllr Bennison spoke about weed spraying on the highway. She said that the Street Scene team at NFDC had recently sprayed a number of roads at the Admiralty Way development having identified that the roads there are all adopted (bar the gated community spur road). Cllr Bennison said that all of the village's roads should be sprayed at least once every six months.

20/64 Cllr Bennison spoke about the emerging NFDC local plan. There had recently been an examination of the plan including the two strategic sites in Marchwood. These are south of Bury Road and at Corks Farm. Housing figures were discussed but it is too early in the process to publish a final number.

Cllr Bennison said that the local plan will look to deliver these sites throughout the period from 2021 until 2035. Cllr Bennison said that the proposed development at Fawley waterside will require both the NFDC and the New Forest NPA's local plans to be approved before it can proceed. This is due to the release of land for public open space emerging from both authorities.

Cllr Bennison concluded her report by saying That NFDC had appointed her to be a member of the New Forest NPA's Planning Development Control Committee.

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Chairman's report

20/65 Cllr Young spoke about the recent event to mark the anniversary of the Sir Galahad sinking during the Falklands War. He thanked Cllr Hoare for all her efforts in representing the Parish Council at this event.

The Parish Council Standing Committee Membership

20/66 Cllr Young said that since the Annual Council Meeting there have been two councillor co-options. Cllr Young also said that as Chairman of the Parish Council he currently sat on all of its standing committees but had received advice from the Clerk that confirmed he was not obliged to sit on any or all of the committees unless he wished to.

The Clerk said that the forthcoming review of the Council's Standing Orders will make this point much clearer than it is currently.

20/67 Cllr Young proposed that the two newly co-opted councillors should indicate what committees they would like to serve on. Meanwhile, Cllr Young said that he would continue to sit on all of the committees but he said that he would not necessarily attend all of the committee meetings.

20/68 Cllr Young said that he would continue to be a voting member of all of the committees none the less.

20/69 **RESOLVED:** With immediate effect, Cllr Havercroft would join the Policy and Resources Committee as well as the Amenities Committee.

20/70 **RESOLVED:** With immediate effect, Cllr Pocock would join the Planning Committee as well as the Amenities Committee.

The Annual Governance & Accountability Return 2018-19

20/71 **RESOLVED:** To accept the Internal Auditor's audit report and review of the Parish Council's accounts for the year ended 31st March 2019.

20/72 **RESOLVED:** To approve the annual governance statement - Section 1 on page 4 of the Annual Governance & Accountability Return.

20/73 Councillors noted the fact that a financial risk assessment had not been undertaken during the year.

20/74 The main explanation for this omission was the employee changes in the Parish Office and a period of sickness absence.

20/75 It was made clear by Cllr Young that this is not to be regarded as a criticism of any of the Council's former and current employees.

20/76 The Clerk to the Council and the Responsible Financial Officer will be putting together an action plan to ensure that this task is completed during the year 2019-20 and from now on.

20/77 **RESOLVED:** To approve the accounting statements for 2018-19 - Section 2 on page 5 of the Annual Governance & Accountability Return.

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20/78 **RESOLVED:** To authorise the Chairman and Clerk to sign Section 1 and Chairman and Responsible Financial Officer to sign Section 2 of the Annual Return.

20/79 **RESOLVED:** To approve publication of the Public Rights of Inspection form 2018-19.

20/80 The Public rights of Inspection document will be published on the website and on the notice boards from the 1st July 2019.

To receive quotations for the re-tiling of the Lloyd Pavilion

20/81 The Clerk introduced this item and said that the scope of the project was to re-furbish the Lloyd pavilion shower block. A significant number of tiles have come off the wall and there is a need to completely re-tile the entire block.

The Clerk said that a number of tiling companies had been asked to quote for the work. However, not all of the quotes had been received in time for either the Amenities meeting of the 10th June or the Policy & Resources Committee of the 17th June.

The Clerk then explained that the work to replace the tiles was crucial to the success of the project to bring back association football at the Lloyd Recreation Ground. He added that the competitive season started on the 1st September.

20/82 During the discussion that followed the following points were raised.

- There was quite a significant variation in price.
- Some of the quotes were short on detail.
- Better scoping of projects in future should be the norm.
- The deadline for completion was not too far away.

20/83 The Clerk was asked to continue with the project and report back to the Parish Council Meeting on the 15th July with progress made. It was recognised that beyond this date there may be a further delay in commencing the project due to quotes being withdrawn or the contractors not being able to start work in time.

The Parish Office re-decoration

20/84 The Clerk informed the meeting that the Parish Office will be re-decorated in late July.

The Clerk requested the Council's permission to close the Office for a few days before the decorators arrive in order to clear it of some confidential waste and surplus furniture.

20/85 **RESOLVED:** To approve the closure of the Parish Office for a period of three days from Wednesday July 17th 2019.

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