

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

**Marchwood Parish Council**

Minutes of the meeting of the Parish Council in the Pine Room at Marchwood Village Hall on  
Monday 28<sup>th</sup> June 2021 at 7.30pm.

Councillors: Cllr J Case – in the Chair (P)

Cllr W Bucknell	(P)	Cllr M Havercroft	(P)
Cllr D Hindle	(P)	Cllr P Mballa	(P)
Cllr M Proctor	(P)	Cllr M Saxby	(P)
Cllr A Ushamba	(A)	Cllr G Wright	(P)
Cllr R Young	(P)		

(P) Present (A) Absent

In attendance: Mr B Gibbs (Clerk to the Council) & Mrs A Woodward (RFO).

Also in attendance were District Cllr Hoare, County Cllr Harrison and a member of the public.

**Apologies for absence**

22/49 Apologies were received from Cllr Ushamba & District Cllr Bennison.

**Declarations of Interest**

22/50 No declarations of interest were made.

**Public Participation**

22/51 Although a member of the public attended the meeting he did not wish to speak for very long. He expressed an interest in listening to the Chairman's report as he hoped this would update members regarding a proposal to reduce the speed limit at Normandy Way to 30mph.

**Reports from the New Forest District Councillors**

22/52 Cllr Hoare said both the Chief Executive and Deputy Chief Executive of the District Council would be retiring over the next few months. It is hoped that the two posts will be combined at this point and it is also hoped to complete the recruitment process internally.

22/53 Cllr Hoare said that there would be a significant amount of disruption to commuters along the A326 following the commencement of highway works from Dibden to the A35. It is envisaged that the work would take nine weeks to complete. Diversions would be in place but this would still result in significant delays and inconvenience.

22/54 Hampshire County Council has announced a consultation on the Waterside Transport Strategy that covers all the main modes of transport in the Waterside area of the New Forest. This aims to build on the adopted Waterside Interim Transport Policy of November 2017.

22/55 In parallel, a number of funding bids and schemes are being developed for transport improvements in the Waterside area. A decision was made was made in November 2020 to carry out a public consultation on the Waterside Transport Strategy. Cllr Hoare asked the consultation documents be posted on the noticeboards and website.

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22/56 The District Council has responded to the consultation on the national waste strategy.

22/57 The District Council has recently succeeded in prosecuting a persistent fly-tipper using the New Forest as an unauthorised tipping area. The defendant was jailed for eight months.

22/58 Cllr Hoare had made granted £600 in support of the "Party in the Park". She also wished to thank Colette Cockeram for all her work in arranging the event.

22/59 Cllr Hoare concluded her report by saying that it was more important than ever to support those organisations who are helping those without proper access to appropriate housing, food, advice and benefits. She singled out "The Crossings" charity as a beacon of hope for those in need locally.

### **Reports from the County Councillor**

22/60 Cllr Harrison began his report by saying that it was wonderful to see the Parish Council hosting meetings face-to-face.

22/61 Cllr Harrison then said that its Chief Executive, John Coughlan has now retired.

22/62 Cllr Harrison said that Mr Coughlan had delayed his retirement by a year in order to assist the County Council through the Covid crisis.

22/63 Cllr Harrison expressed his frustration with long-running highways issues including that project to provide a pavement alongside the road at Long Lane and the repairs to Normandy Way.

### **The Annual Governance & Accountability Return 2020-21**

22/64 **RESOLVED:** To accept the Internal Auditor's audit report for the year ended 31st March 2021.

22/65 **RESOLVED:** To approve the Parish Council's accounts for the year ended 31st March 2021.

22/66 **RESOLVED:** To approve the annual governance statement - Section 1 on page 4 of the Annual Governance & Accountability Return.

22/67 **RESOLVED:** To approve the accounting statements for 2020-21 - Section 2 on page 5 of the Annual Governance & Accountability Return.

22/68 **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.

22/69 The Public Rights of Inspection document has been published on the website and on the notice boards from the 14th June 2021.

### **Chairman's report**

22/70 The Chairman spoke about the follow-up items from the Annual Council meeting as well as informing the Parish Council that it had received a further Section 15 notice from the Charity Commission.

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22/71 The Parish Council had received representations from a parishioner and received a report from Cllr Bennison at the Annual Council Meeting concerning current operations at the Staplewood campus. The Clerk had subsequently spoken to Tim Greenwell and Zoe O'Sullivan at the campus and brought to their attention the concerns that had been raised.

22/72 Also at the Annual Council Meeting, the Parish Council received comments from a parishioner regarding speeding issues in the village generally and along Normandy Way in particular. In response, the Clerk has written to Cllrs Humby and Oppenheimer of Hampshire County Council regarding a response to these concerns.

The Clerk will also be speaking to Marchwood Industrial Park and Solent Gateway Ltd in order to request they ensure their tenants understand that there is a requirement to turn right at Normandy Way in order to depart the Village via Jacob's Gutter Lane.

22/73 The Parish Council has received correspondence from the Charity Commission via a Section 15 notice as follows.

**Dear Trustees,**

**LLOYD RECREATION GROUND: 284618**

***We are contacting you again due to receiving further concerns over the governance of the charity.***

***Specifically, that the charity is not being managed as an independent organisation, that the Charity's finances and accounting are not being managed separately from those of the Parish Council and that potential conflicts of interest are not being properly identified and managed.***

***We would once again remind the trustees of their responsibility to act in the best interests of the Charity and follow the requirements in the governing document.***

***We would also refer the trustees to the following guidance which we expect them to consider:***

***The essential trustee.***

***Guidance for charities with a connection to a non-charity.***

***Local authorities as charity trustees.***

***Recreation ground charities.***

***Conflicts of interest.***

***Charity trustees and decision making***

***How to report a serious incident in your charity***

***This letter has been sent under section 15(2) of the Charities Act 2011 to provide you with information and advice to manage potential risks in your charity.***

***The information has been saved to the charity's records and if we continue to receive concerns, we will need to consider whether further action is necessary.***

22/74 The Clerk was asked to comment on the email. He said that he had spoken with the lady who had issued the notice. He had explained to her the timeline of events relating to the memorandum of understanding being agreed and had sought her views on the present situation regarding parishioner correspondence to the commission.

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22/75 The timeline included the following:

- A memorandum of understanding (MOU) had been proposed to simplify the administration of the Lloyd Recreation Ground Trust.
- This had been agreed by the Parish Council in March 2020.
- It had been adopted by the Lloyd Recreation Ground Trust (LRGT) on the 9<sup>th</sup> October 2020.
- It had been signed by both parties on the 12<sup>th</sup> October 2020.
- It had now been lodged with the Charity Commission and the LRGT's governance documents tab on their website have been updated to reflect this.
- Within the MOU there are a number of powers that the Parish Council uses to manage the affairs of the Lloyd Recreation Ground Trust.
- The general power to act on behalf of the Lloyd Recreation Ground Trust is Section 111 (Para 1) of the Local Government Act 1972.
- The Parish Council is able to work with a registered charity through the powers acquired by Section 297 (Para 1-4) & 298 (Para 1-2) of the Charities Act 2011.
- The Parish Council is able to absorb the LRGT's shortfall in expenditure over income using the power acquired through Section 19 (Para 1-3) of the Miscellaneous Provisions Act 1976.

22/76 The Clerk said that he would write to the Charity Commission explaining all of these actions to them.

22/77 Cllr Young asked if there was any way of stopping these Section 15 notices being issued to the Parish Council?

22/78 He expressed frustration with this process and said that the Parish Council had on many occasions provided answers to parishioner questions only for unfounded allegations to be made directly to the Charity Commission once these answers had been provided.

He said that the Parish Council had correctly followed processes and procedures in order to discharge their duties towards the LRGT at all times. However, despite demonstrating that it was acting lawfully it was still receiving unjustified criticism from a few individuals about its conduct.

22/79 **RESOLVED:** To invite a representative of the Charity Commission to come and inspect the accounting records of the Lloyd Recreation Ground Trust and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records.

### **Grant Applications**

22/80 Grant applications have been received from:

Hampshire & Isle of Wight Victim Support – Report A.

New Forest Disability Information Service – Report B.

22/81 **RESOLVED:** The Full Council approves a grant of £100 for Hampshire & Isle of Wight Victim Support.

The Parish Council of Marchwood notes that the statutory basis for this item is the Local Government Act 1972, Section 142.

22/82 **RESOLVED:** The Full Council approves a grant of £200 for New Forest Disability Information Service

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The Parish Council of Marchwood notes that the statutory basis for this item is the Local Government Act 1972, Section 142.

**Orders for Payment June 2021**

22/83 **RESOLVED:** The Parish Council approved the Orders for Payment that are outstanding up to the date of the meeting.

The Clerk referred members to Appendix A in their briefing pack.

**Income & Expenditure as at 30th April 2021**

22/84 **RESOLVED:** The Parish Council noted the Income & Expenditure Report as at 30th April 2021.

The Clerk referred members to Appendix B in their briefing pack that showed the summary of the Income and Expenditure up to the 30th April 2021.

**Income & Expenditure as at 31st May 2021**

22/85 **RESOLVED:** The Parish Council noted the Income & Expenditure Report as at 31st May 2021.

The Clerk referred members to Appendix C in their briefing pack that showed the summary of the Income and Expenditure up to the 31st May 2021.

**Income & Expenditure against Budget as at 30th April 2021**

22/86 **RESOLVED:** The Parish Council noted the Income & Expenditure against Budget as at 30th April 2021.

The Clerk referred members to Appendix D in their briefing pack that showed the Income & Expenditure against Budget as at 30th April 2021.

**Income & Expenditure against Budget as at 31st May 2021**

22/87 **RESOLVED:** The Parish Council noted the Income & Expenditure against Budget as at 31st May 2021

The Clerk referred members to Appendix E in their briefing pack that showed the Income & Expenditure against Budget as at 31st May 2021.

**Balance Sheet as at 30th April 2021**

22/88 **RESOLVED:** The Parish Council noted the Balance Sheet report as at 30th April 2021.

Members were told that the Balance Sheet up to the 30th April 2021 was Appendix F in their briefing pack.

**Balance Sheet as at 31st May 2021**

22/89 **RESOLVED:** The Parish Council noted the Balance Sheet report as at 31st May 2021.

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Members were told that the Balance Sheet up to the 31st May 2021 was Appendix G in their briefing pack.

**Bank Reconciliations at 30th April 2021**

22/90 **RESOLVED:** The Parish Council noted the Parish Council's Bank Reconciliations as at 30th April 2021.

Lloyds Bank Instant Access Account £137,099.53  
Lloyds Bank 30 Day Notice (Treasurers) Account £14,129.71  
Lloyds Bank Business Instant Account £50,006.57

Members were told that the Bank Reconciliations up to the 30th April 2021 was Appendix H in their briefing pack.

**Bank Reconciliations at 31st May 2021**

22/91 **RESOLVED:** The Parish Council noted the Parish Council's Bank Reconciliations as at 31st May 2021.

Lloyds Bank Instant Access Account £117,542.13  
Lloyds Bank 30 Day Notice (Treasurers) Account £15,134.79  
Lloyds Bank Business Instant Account £50,006.57

Members were told that the Bank Reconciliations up to the 31st May 2021 was Appendix I in their briefing pack.

**Committee Minutes**

22/92 **RESOLVED:** To receive as follows:

Planning: 4th May 2021  
Policy & Resources: 26th April 2021  
Amenities: 19th April 2021

22/93 **Exempt Business:** To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from the discussion of the following matters where publicity might be prejudicial to the special nature of the business.

There being no further business the meeting closed at 9.06pm