

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 6<sup>th</sup> September 2021 at 7.30pm.

Councillors: Cllr G Wright – in the Chair (P)

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

(P) Present

(A) Absent

In attendance: Mr B Gibbs (Clerk to the Council) & Mrs C Cockeram (Deputy Clerk)

**Apologies for absence**

22/182 Cllrs Case, Mballa & Ushamba along with District Cllrs Benison, Hoare & County Cllr Harrison sent their apologies.

**Declarations of Interest**

22/183 There were no declarations of interest made.

**Public Participation**

22/184 There were no members of the public present.

**Chairman's report**

22/185 Cllr Wright spoke about the recent traveller incursion at the Cork Field.

22/186 The Parish Council at its last meeting had resolved to end the incursion as quickly as possible. Following this decision, the Clerk had engaged a commercial bailiff to remove the travellers as soon as practicable. This task was completed by the 29<sup>th</sup> July 2021.

22/187 Following this action the Clerk arranged for all of the inert and non-inert waste to be removed from the Cork Field.

22/188 The total costs involved were detailed as follows.

Bailiff costs £2,850  
Remedial groundworks £200  
Clean-up costs £960

Total costs £4,010

All of the costs detailed above included VAT.

22/189 Cllr Wright thanked the Clerk, the Deputy Clerk and the AMF Supervisor for their work in dealing with this incident.

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22/190 The Clerk was instructed to publish these costs on the parish website.

### **Minutes**

22/191 **RESOLVED:** To accept the minutes of the ordinary meeting held on the 27<sup>th</sup> July 2021.

### **Reports from the New Forest District Councillors**

22/192 Both Cllr Benison and Hoare had sent their apologies.

22/193 Both Cllr Benison and Hoare written reports will be appended to these minutes.

### **Lloyd Recreation Ground Trust matters**

22/194 At the end of each financial year it is normal practice for the Lloyd Recreation Ground Trust income to be transferred from the its bank account to the Parish Council's general reserve in order to offset the costs incurred by the Parish Council in the maintenance and administration of the Lloyd Recreation Ground.

22/195 In the financial year 2020-21 the total came to the figure of £2,447.55.

22/196 **RESOLVED:** To authorise the Responsible Financial Officer to transfer the sum of £2,447.55 from the Lloyd Recreation Ground Trust treasurer account to the Parish Council's treasurer account.

22/197 The Responsible Financial Officer asked for the Lloyd Recreation Ground Trust accounts to be audited by a suitably qualified person that does not have a current involvement with the Parish Council.

22/198 **RESOLVED:** To request a full audit of the Lloyd Recreation Ground Trust accounts.

22/199 **RESOLVED:** To ask the Policy & Resources committee to appoint a suitably qualified person at its next meeting due to be held on the 20<sup>th</sup> September 2021.

22/200 Following the recent traveller incursion a discussion took place about the merits of providing further security measures to protect the Lloyd Recreation Ground from any unauthorised vehicles being driven on to it.

22/201 **RESOLVED:** To ask the Amenities committee to review options to provide further security at the Lloyd Recreation Ground including the provision of dragon's teeth and a height barrier at its next meeting to be held on the 13<sup>th</sup> September 2021.

22/202 **RESOLVED:** To ask the Policy & Resources committee to identify from which budget the money to pay for these improvements will come from at its next meeting due to be held on the 20<sup>th</sup> September 2021.

22/203 The Party in the Park took place on the 7<sup>th</sup> August 2021 and was considered to be a great success.

22/204 **RESOLVED:** To thank the Deputy Clerk, Cllr Allie Hoare and Mr Rollie Rowlands and others for all their efforts to successfully put together this event.

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22/205 **RESOLVED:** To ask the Policy & Resources committee to consider the final accounts from the Party in the Park and re-allocate any surplus money to an appropriate cost centre at its next meeting due to be held on the 20<sup>th</sup> September 2021.

22/206 The Clerk reported that the Parish Council continues to receive correspondence from a parishioner regarding the landscaping elements around the new Scout & Guide headquarters. This correspondence has usually taken the form of Freedom of Information requests.

The Clerk referred everyone to Report A where the proposed response to the latest correspondence had been published.

22/207 **RESOLVED:** To send a response to the latest Freedom of Information request in the format previously published in report A.

### **Bury Road water trough**

22/208 The Clerk informed the meeting that the Parish Council is currently paying a standing charge for a water supply point that it no longer uses and does not have a current need for. The original aim of the supply was to refill a water trough that may have been used in the past to provide water for horses and other livestock.

22/209 The Responsible Financial Officer has made enquiries to disconnect the supply and has been informed that this is a quite expensive process. It was noted that the correspondence detailed in Report B showed the disconnection charge was over eleven times the yearly cost of the standing charge.

22/210 **RESOLVED:** To advise the RFO to do nothing for the moment but review the situation in a year's time.

### **Parish Council bank mandates**

22/211 The Clerk referred the meeting to Report C. The Parish Council has a number of accounts that require councillor and staff signatories in order for the accounts to be administered effectively.

There are two accounts that require urgent action as there are only two valid signatories on each account that are still involved with the Parish Council.

Whilst a number of volunteers have been identified who are will to undertake the work it was noted that the appointment of signatories requires a resolution from the Parish Council before being enacted.

22/212 **RESOLVED:** To appoint as many councillors were willing to do so to become signatories on all of the Parish Council and Lloyd Recreation Ground Trust bank accounts.

### **Rialtas Omega Sales Ledger**

22/213 The Clerk informed the meeting that one of the outstanding recommendations from recent Internal Audits is for the Parish Council to manage its sales invoicing through the Rialtas Omega accounts package.

Having the Sales Ledger module installed will reduce error and increase our reporting options (including the aged debtor and aged creditor reports).

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22/212 **RESOLVED:** To authorise the Responsible Financial Officer to purchase the Sales Ledger module for the Parish Council's Omega accounts package.

**Marchwood Circular Walking Route Project**

22/213 The Clerk referred the meeting to Report E. This is a report written by an NFDC officer to provide an update on the progress of the joint Section 106 and Habitat mitigation Project in Marchwood.

The following comments were made during the discussion:

The report is for information only and no decisions are required at this time by the Parish Council. The report says that there will be a no dig construction. This is a concern regarding longevity. The report shows no costings at this stage. This report shows some changes from the scheme originally agreed by the Parish Council.

22/214 The Parish Council noted the report.

**2022-23 Precept and Budget**

22/215 The Clerk reported that the office staff have begun to put together the 2022-23 Precept and Budget for discussion by both the Policy & Resources committee and the Full Council.

The aim is to have the process completed by the time of the Full Council meeting of the 13th December 2021

22/214 The Parish Council noted this information.

**Orders for Payment July-Aug 2021**

22/215 **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.

**Receipts July-Aug 2021**

22/216 **RESOLVED:** The Parish Council noted the total of receipts up to the date of the meeting.

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

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

22/217 **RESOLVED:** The Parish Council noted the Income & Expenditure Report as at 31st July 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 July 2021.

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

22/218 **RESOLVED:** The Parish Council noted the Income & Expenditure against Budget as at 31st July 2021.

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

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

22/219 **RESOLVED:** The Parish Council noted the Balance Sheet report as at 31st July 2021.

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

**Bank Reconciliations at 31st July 2021**

22/220 **RESOLVED:** The Parish Council noted the Parish Council's Bank Reconciliations as at 31<sup>st</sup> July 2021.

Lloyds Bank Instant Access Account £68,273.35  
Lloyds Bank 30 Day Notice (Treasurers) Account £19,857.82  
Lloyds Bank Business Instant Account £50,007.39

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

**Committee Minutes**

22/221 **RESOLVED:** To receive as follows:

Planning: 5<sup>th</sup> July and 2<sup>nd</sup> August 2021.  
Policy & Resources: None to receive  
Amenities: none to receive.

22/222 **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 9.55pm

## District Councillor Report to Marchwood Parish Council

### The Promenade

I contacted HCC regarding the issues that residents were experiencing along the Promenade with Fishermen and their activities. Paula Edwards responded with some suggestions which whilst being perfectly sensible I believe most of the suggestions have already been employed by the Parish Council in an effort to contain the unsociable activities.

These were her suggestions

Liaise with New Forest District Council to see if they could send their pedestrian sweeper along the promenade on a regular basis – **I have already spoken with Byron to see if the chaps are reporting hooks when they cut the Promenade, his reply was that the machines would just mash them up so they would have no knowledge of their existence.**

Is there the potential for NFDC to provide or increase the number of these? **I believe there are litter bins plus additional fish hook bins, do those bins have notices on them asking the fisherman to use them at all times.**

With regard to hooks and lines being thrown into the sea and fish being thrown back I'm not sure that there is anything that the Highway Authority can do about this.

Signage is an obvious thing that could be done and HCC would be happy to approve the erection of any provided by the district or Parish Council, but I'm not sure what impact this would have if any; people who fish should know the damage their lines and hooks can do and how to use their equipment safely.

Could the Parish use social media or approach any local fishing clubs or forums to publicise the issue and promote some self-policing within the fishing community? **Is this a possibility?**

As a last resort you could speak to the legal officers at NFDC to see if there are any byelaw's that could be put in place to stop fishing is all else fails? **I am willing to ask but as NFDC are not the landowner that may not be possible.**

**I seem to remember when this issue arose before the local PC or PCSO took a walk along the Promenade and spoke to individuals fishing to advise them of the difficulties with fishing hooks being discarded on the ground and lines being left unattended. Is that a possibility?**

### Garden Waste Collections

From 13<sup>th</sup> September garden waste collections will recommence on a four-week basis. Until the service gets back up to speed no new garden waste customers can be accepted and no additional bags will be sold. This will be review on an ongoing basis but is likely to continue until Christmas at least allowing time for staffing levels to recover.

### Planning

The Council is advising developers and homeowners who are planning any building project at home to know the best time to carry out an ecological survey or potentially face delays to the planning process.

*“Assessing the likely ecological impacts of a development is often complex so employing a suitably qualified ecological consultant is usually cost effective and valuable. .... Pre-application discussion with the Local Planning Authority will ensure all issues are considered before an application is submitted and help prevent delays.”*

The survey season for many species ends in the next couple of months. Residents can see information about optimal survey periods at <https://newforest.gov.uk/article/2780>

For pre-application planning advice, see <https://newforest.gov.uk/article/1464/Pre-application-planning-advice>

Cllr. Sue Bennison

6<sup>th</sup> September 2021

## **Report of District Councillor**

**September 2021**

### **Garden waste Collections**

Garden waste collections will resume on the 13<sup>th</sup> of September on a monthly basis rather than 2 weekly. All customers will be sent a letter explaining the new collection arrangements and to ensure all paid up customers will receive the number of collections they have paid for in 2021/22 the service will be extended further into 2022. This is because of an ongoing shortage of staff and is likely to remain in place until Christmas.

### **Empty Homes Strategy**

NFDC have just produced a new empty homes strategy, going forward properties that have been empty for over a year will be charged a premium of 100% on top of the full council tax and those that have been empty for more than 5 years will be charged a premium of 150% on top of the full council tax. Alongside this, NFDC will work with Homeowners about help and advice on ways to bring these homes back into a habitable condition.

As a result of the launch of this new strategy 7 empty homes have already been brought to NFDC's attention and work has started to identify and work with the owners.

Cllr Alison Hoare

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