



## Minutes of Landford Parish Council meeting held at the Landford Village Hall (Blue Room) at 7.15pm on 14<sup>th</sup> November 2018

### Present

DM Wilson (Chairman)	J Bonney	NJ Bishop
GT Hewson	GL Keirl	KP Parker
MJ Proctor	Cllr L Randell (WC)	E Finlayson (Parish Clerk)
9 members of the public attended the meeting.		

Parish Council Meeting opened at 19:16.

### 154/18 Apologies

Cllrs. MacLachlan and Waltham.

### 155/18 Declaration of Interests

None.

### 156/18 Acceptance of minutes of previous meetings

The minutes of the October 2018 Full Council meeting were agreed and signed.

### 157/18 Matters Arising

Update from previous agenda items:

- **139/18** Thanks to B.Dunn who procured and delivered additional War Memorial keys to the Clerk and Cllr Bishop.
- **147/18** Cllr Bishop confirmed that the request was sent to the Community Heartbeat Trust and awaits a date confirmation for March 2019 for the Defibrillator and CPR training course.

### 158/18 Planning – as per attached schedule

The Chairman closed the meeting at 19:20 to invite members of the public to address the Parish Council on this topic. The meeting was reopened at 19:24.

The Chairman again closed the meeting at 19:58 for members of the public to address the Parish Council on this topic. The meeting was reopened at 20:00.

### 159/18 Finance

- a. The Clerk presented the Cash Flow Report and cheques numbered 300592 to 300600 for signing.
  - i. cheques numbered 300592 to 300600:
    - E Finlayson for monthly Gross salary (60 hours): £618.00
    - E Finlayson for October re-imburement/expenses: £23.46 (£22.77 ex-VAT)
    - Idverde for October bin emptying: £121.44 (£101.20 ex-VAT)
    - PKF Littlejohn LLP for External Audit: £240.00 (£200 ex-VAT)
    - Community Heartbeat for NML defib. annual support costs: £151.20 (£126.00 ex-VAT)
    - Poppy Appeal for a Memorial Wreath: £17.00
    - J.King for British Summer Time opening/closing and cleaning of Landford Rec. toilet block: £663.71 (£661.07 ex-VAT)
    - ElanCity for Speed Indicator Device kit: £2389.80 (£1991.50 ex-VAT)
    - B.Dunn reimbursement for 3 War Memorial gate keys: £14.85
  - ii. direct debits and standing charges:
    - Bournemouth Water Co. Water for Pavilion: £3.50

Cllr Wilson proposed and Cllr Hewson seconded that the Report be approved; also that all cheques be approved and signed: resolved unanimously.

- b. The Budget Control Report was received.

#### **160/18 Clerk's Report**

- a. Parish Noticeboards for Hamptworth and Nomansland are now ordered and due for delivery to the Clerk on the week commencing 19<sup>th</sup> November 2018.
- b. Creative Play, the provider for the Nomansland Rec. ground activity trial, are due to visit week commencing 19<sup>th</sup> November 2018 to look at the delaminating timbers.

#### **161/18 To agree a key contact for the creation of an Parish Emergency/Flood plan with Wiltshire Council**

The Clerk was asked to defer the agenda item to the December Council meeting due to requiring the presence of Cllr MacLachlan.

#### **162/18 To consider the formation of a subgroup to carry out and recommend to the Council any changes to the Code of Conduct and Standing Orders**

Cllr Proctor proposed and Cllr Hewson seconded that the subgroup to review and recommend to the Council any changes to the Code of Conduct and Standing Orders, should comprise of the HR Committee members: resolved unanimously.

#### **163/18 To discuss and consider the 2018/2019 budget funds for the Landford Defibrillator**

The Chairman closed the meeting at 20:13 for members of the public to address the Parish Council on this topic. The meeting was reopened at 20:14.

There was a short discussion about First Responders in the neighbouring parishes of Wellow and Whiteparish, which may cover Landford Parish.

The Chairman closed the meeting at 20:19 for members of the public to address the Parish Council on this topic. The meeting was reopened at 20:22.

It was noted that the procurement of a Defibrillator entails a large amount of paperwork to be ready to order the device.

The Chairman closed the meeting at 20:24 for members of the public to address the Parish Council on this topic. The meeting was reopened at 20:25.

Cllr Wilson proposed and Cllr Hewson seconded that the Parish Council should support the Landford Community Partnership(LCP) by part funding the procurement of a Defibrillator for Landford Village in a location of LCP choice: resolved by majority.

Cllr Bishop agreed to advise the Landford Community Partnership regarding the process to purchase a defibrillator. A meeting is to be convened with Cllr Bishop and the LCP.

#### **164/18 To discuss and approve the 2019/2020 budget**

The Chairman closed the meeting at 21:19 for members of the public to address the Parish Council on this topic. The meeting was reopened at 21:24.

During the discussion a number of spelling errors were kindly spotted in the notes area on the Finance sheet shown, The Clerk agreed to fix these before any further publications of the proposed 2019-20 budget.

##### **a. To discuss and consider the addition of the budget heading "Grants" (NJB)**

The Chairman commented that the choice to give to charity is a personal one and not for the Council to use the precept for. The agenda item was withdrawn by Cllr Bishop.

##### **b. To discuss and consider the addition of the budget heading "Open Spaces"**

The Council agreed unanimously to not add the "Open Spaces" budget for 2019-20 as there was no proposed spend in this area.

##### **c. To discuss any amendments to the budget**

The Council discussed the:

- i. Reinstatement of £1000 into NML Rec. heading for the fencing as this was removed before a renewed quote was received on the topic.
- ii. Addition of £600 for Landford Rec. weed and feed.
- iii. Removal of £3500 from contingency.

**d. To consider and approve the budget for 2019/2020**

The Clerk was asked to update the Budget control sheet for the 2019-20 budget with amendments discussed and to try to gather further quotes for the Nomansland playground fence. The approval of the 2019-20 budget is to be deferred to the December 2018 Full Council meeting.

**165/18 To discuss and approve the financial risk assessment**

Cllr Wilson proposed and Cllr Hewson seconded that the financial risk assessment should be approved: resolved unanimously.

**166/18 To discuss and consider Parish Christmas tree/decorations (NJB)**

The Parish Council agreed this was a good idea. Cllrs Proctor and Bishop agreed to ask for sponsorship from local companies for trees with solar lights in the Parish. Cllr Proctor was asked to keep the Council updated via email on the topic. **(Action: Cllr Proctor and Cllr Bishop)**

**167/18 To receive a report from Wiltshire Councillor (WC) Randall**

WC Randall gave a brief update that the Salisbury recovery is a focus for Wiltshire Council.

**168/18 Members' Reports**

- a) Cllr Hewson reported that 1 out of 2 of the school signs have now been replaced. Cllr Hewson noted that he had raised a number of issues for the Parish Steward:
  - Keeping the grips clear on Sherfield English Road.
  - Digging back the growth opposite the chapel in Lyndhurst road down to the school.
- b) Cllr Parker reported that the Speed Indicator Device was now on rotation in Landford Parish and generating information and statistics on vehicle numbers and average speeds.

**169/18 Recreation Ground Reports**

- a. At Landford Rec. Ground the Water supply to the Pavilion and toilets has been switched off for winter and the toilet cisterns drained. Frost heaters are on in the gents toilet and Pavilion.
- b. The Cricket club spare toilet and Pavilion key are now with the Clerk.

**170/18 Urgent Business**

Cllr Wilson updated the Parish Council on wooden bus shelter refurbishments and it was agreed that the Lyndhurst Road shelter was the priority for the handyman: resolved unanimously.

**Date and Location of Next Meeting:** agreed as 19:15 on Wednesday 12th December 2018 in Nomansland Reading Room.

*Meeting closed at 21:47 pm.*