



Minutes of Landford Parish Council meeting held at the Nomansland Reading Room at 7.15pm on 9th October 2019

Present

DM Wilson	NJ Bishop	J Bonney
AM MacLachlan	KP Parker	MJ Proctor
E Finlayson (Parish Clerk)		
3 members of the public attended the meeting.		

Parish Council Meeting opened at 19:16.

76/19 Apologies

Wiltshire Cllr Randall, Cllrs Hewson, Keirl and Waltham.

77/19 Declaration of Interests

None.

78/19 Acceptance of minutes of previous meetings

The minutes of the September 2019 Full Council meeting and September HR Committee meetings were unanimously agreed and signed.

79/19 Parish Council updates from agenda item actions from previous meetings

- **54/19** – G-Force Roundabout bearing was replaced on 19th Sept. 2019.
- **73/19** - Tree Popper – Purchased and added to Parish Council Insurance from 09/10/2019, note: £250 excess in the insurance category: "Mowers and Machinery".

80/19 Planning – as per attached schedule

81/19 Finance

- a. The Clerk presented the Cash Flow Report and cheques numbered 300789 to 300798 for signing.
 - i. cheques numbered 300789 to 300798:
 - E Finlayson for monthly Gross salary (60 hours) plus 1/3 Holiday pay July- Sept: £710.46
 - E Finlayson for September re-imburement/expenses: £35.91 (£34.96 ex-VAT)
 - Idverde for September bin emptying: £121.44 (£101.20 ex-VAT)
 - PlaySafety Ltd for ROSPA Annual Inspections (Landford and NML play areas): £276.00 (£230.00 ex-VAT)
 - Nomansland Reading Room for 24th Sept HR, 30th Sept War Memorial Refurb Group and 4th Nov Clerk handover meetings: £36.00
 - Wicksteed for G -Force bearings replacement and labour: £825.54 (£687.95 ex-VAT)
 - Alan Martin for Tree popper: £325.80 (£271.50 ex-VAT)
 - SUEZ Recycling and Recovery UK Ltd for April - July 2019 Balance of Account £64.08 (£53.40 ex-VAT)
 - Poppy Appeal for Remembrance Wreath: £17.00
 - ii. direct debits and standing charges:
 - Bournemouth Water Co. Water for Pavilion: £2.00
 - Hills Waste Management for August NML reading room bin collection: £10.36 (£8.63 ex-VAT)
 - Public Works Loan Board for Landford Rec Pavilion and Toilets Repayment: £1186.70
 - SUEZ for August NML Rec Bin collection: £56.87 (£45.50 ex-VAT)

- Unity Bank Trust for Service charge: £18.00
 - 1&1 for Domain renewal (landford.org.uk) and Email storage space increase to 50GB monthly fee: £29.98
- iii. Income received:
- L Waltham for Uncashed chq 785 due to supplier refund: £180.00 (£150.00 ex-VAT)

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

- b. The Budget Control Report was received.
- c. Cllr Wilson highlighted the previously agreed overspend in Clerks Salary (ref: 12/19), Admin for Clerk's Recruitment costs (ref: 53/19), Buildings Insurance (ref: 29/19), Landford Rec for G -Force Roundabout repairs (ref: 54/19) and Assets for Tree popper (ref: 73/19). The revised expenditure allocation for the current financial year was reviewed in detail and It was highlighted that there was proposed overspend in the revised allocation of £3500, which was offset through donations, approved transfer of funds form 2018/19 budget (ref: 238/18 and 250/18 a) i) and ii)) and savings made).

Cllr Parker proposed and Cllr Wilson seconded the revised expenditure allocation for the current financial year (2019/20 budget) be approved, which included increased spending in:

- i. Professional fees of £200, Clerk's salary of £748 and expenses of £250 for new Clerk appointment
 - ii. Audit fee increase of £25.00 due to precept increase
 - iii. General Maintenance for the refurbishment of the Wiltshire Council green metal bus shelters of £1000
 - iv. Assets for Speed Indicator Device posts and Solar Panel of £2500
 - v. Reading Room for floor repairs and heating of £1500
 - vi. NML Rec grass maintenance of £62.50
 - vii. Landford Rec Ground other maintenance of £60
- : resolved unanimously.
- d. Cllr Proctor proposed and Cllr Bishop seconded that the online Banking access removal documents for former Clerks should be approved and signed: resolved unanimously.

82/19 Update on the recruitment of a new Clerk

Cllr Wilson updated the Council that a new Clerk, M.Camilleri, has been appointed and will be inducted on the 4th November 2019.

83/19 To consider and approve the War Memorial communications (KPP)

Cllr Parker reported that the War Memorial refurbishment group highlighted the importance of finding out if there are any errors or omissions to the Roll of Honour at the Well of Sacrifice on Nomansland Green. It has been noted that one name has a spelling mistake and the Council are now in contact with the family concerned. A communication was drafted and Cllr Parker requested this be posted by the Parish Council.

Cllr Wilson proposed and Cllr Bishop seconded that the War memorial refurbishment group drafted communication be posted and that all future communications relating to the War Memorial refurbishment could be sent to the Clerk and posted at their discretion: resolved unanimously.

84/19 To discuss and consider the arrangements for laying of the Parish Council Wreath on Remembrance Day

The Chair closed the meeting at 19:59 to invite a member of the public to address the Parish Council on this topic. The meeting was reopened at 20:02. The Chair thanked B.Dunn for his organisation of, and update to the Council on, the remembrance service. It was confirmed that the Chair will lay a Wreath at the service.

The Service of Remembrance will be held at Nomansland War Memorial "Well of Sacrifice" on Monday 11th November 2019 at 10.45; Followed by Community Coffee Morning at The New Forest Primary School, School Road, Nomansland. It was noted that the school will be the venue for the Wet Weather Policy.

85/19 To consider a request to use Landford Rec for Friday evening football (NJB)

The Council agreed to the request on the understanding that the pitch would be no larger than 80 yards x 50 yards and the team would supply their own pop-up goals, mark out their own pitch and ensure that there is at least one regular player that lives in the Parish. It was noted that the toilet facilities are not normally open during the colder months and that the ground may not be suitable for the group's requirements.

Cllr Bishop proposed and Cllr MacLachlan seconded that the request to use Landford Rec for Friday evening football based on the agreed conditions be approved: resolved unanimously.

86/19 To consider and approve the Emergency plan update on flooding and snow (AMM)

Cllr MacLachlan provided an updated draft of the Emergency Plan to the Council. During the document review, flooding in Hamptworth was discussed, regarding a report from the volunteer flood warden about a potential river blockage by a felled tree.

During the flooding section of the Emergency plan, it was noted that Wiltshire Council had a dedicated gullies clearance program.

The Chair closed the meeting at 20:18 for a member of the public to address the Parish Council on this topic. The meeting was reopened at 20:19.

The Parish Council debated how the Parish Council can help or co-ordinate in an Emergency situation.

Sand bags were discussed and noted that they had not been offered by Wiltshire Council Parish Emergency Assistance Scheme (PEAS).

For Power cuts it was noted that "105" can be called by the public to report and receive updates on a local power cut.

Cllr MacLachlan has compiled a number of emergency lists (including local facilities and emergency skills) and suggested looking into if a list of vulnerable people could also be compiled to be passed to emergency services in the event of a major incident.

Cllr Wilson thanked Cllr MacLachlan and Bonney for their continued work on the Emergency plan.

87/19 Hamptworth Flood alleviation

The Flooding issues reported by the Hamptworth flood warden volunteer were discussed in agenda item 86/19.

Cllr Parker volunteered to contact Mr Everett (volunteer flood warden) to discuss the immediate and long term issues identified regarding flooding in Hamptworth and update the Council if a volunteer group may be able to help and if a specialist contractor was required for the immediate issue regarding tree debris. **(AI: Cllr Parker)**

88/19 Update on Affordable Housing discussion and next steps

Cllr Waltham prepared and had distributed a short publication on Affordable Housing in the Parish, prior to the meeting. Cllr Wilson presented the revised publication to the Council.

The Council discussed affordable housing, the 2011 report for the Parish on suitable locations for new housing, the meeting with Mr Schiller (Partnerships and Community Officer from the New Forest National Parish Authority) and how other Parishes had tackled this issue.

The Chair closed the meeting at 20:59 for a member of the public to address the Parish Council on this topic. The meeting was reopened at 21:02.

Cllr Wilson proposed and Cllr Proctor seconded that the publication be posted to Horizon, Parish Council website and Facebook page: resolved by Majority.

89/19 Members' Reports

- a) Cllr Parker attended the North East Parish Council Quadrant meeting at Minstead Village Hall 7.00pm on 26 September 2019 with Cllr Bonney and reported the following highlights:
 - i. Community Led and Rural Affordable Housing in the New Forest
 - B. Harding-Rennie and M. Wylie from Hampshire Alliance for Rural Affordable Housing (HARAH) gave a slide presentation, outlining the help available to deliver affordable housing in the Test Valley and New Forest District Council areas. The slides were forwarded to all Parish Councils in the NE quadrant area.
 - Hale have just started a Community Land Trust to provide affordable homes in their Parish.
 - ii. Update on the Newly Adopted Local Plan - David Illsley NFNPA

- The policies of the new Local Plan, which replaces the Core Strategy, were briefly reviewed. The Local Plan includes some policies retained from the Core Strategy, and some policies which are new or updated.

iii. Recreation Management Strategy (RMS) Update - Steve Avery NFNPA

- The RMS from 2010 is being updated. New Forest is one of the most visited national parks in the UK with 15.2 million day visitors each year. The 130 car parks in the NFNPA influence the number and location of visitors. It is being proposed to increase capacity in some car parks while decreasing in others, but with no net increase in the total.
- Increased funding is proposed for additional rangers to combat unauthorised bicycle riding and wild camping.
- Feedback is requested for any mobile caravan siting causing nuisance or abuse to the area.

iv. Next NE Quadrant meeting will be arranged for mid-January at Ashurst - to be confirmed.

- b) Cllr Hewson reported (via email) that a large amount of rubbish was dumped in Stock Lane in late September beginning of October and the Parish Steward has been asked to add it to his schedule.
- c) Cllr Proctor reported that they will be contacting local business again this year to discuss sponsorship for Parish Christmas trees and will update the Council in November.
- d) Cllr Wilson reported that the ROSPA reports for NML and Landford Rec play areas were published at the end of September. Cllr Wilson has inspected both play area sites and tightened bolts and rubbed down edges as identified in the report. A number of the items were in hand with the handyman (weed control, tyre swing and picnic tables) and as the Council are aware a number of signs needed to be ordered. There were no urgent or dangerous issues identified in the reports.

The Clerk thanked the Parish Council for all of their support over the past 18 months. The Chair thanked the Clerk and presented the Clerk with a bouquet of flowers.

Date and Location of Next Meeting: agreed as 19:15 on Wednesday 13th November 2019 in Landford Village Hall (Blue Room).

Meeting closed at 21:22 pm.

DRAFT