



Minutes of Landford Parish Council meeting held at the Nomansland Reading Room at 7.15pm on 10th April 2019

Present

LA Waltham (Vice Chair)	NJ Bishop	GT Hewson
GL Keirl	AM MacLachlan	KP Parker
MJ Proctor	Cllr L Randell (WC)	E Finlayson (Parish Clerk)
2 members of the public attended the meeting.		

Parish Council Meeting opened at 19:19.

245/18 Apologies

Cllrs Bonney and Wilson.

246/18 Declaration of Interests

None.

247/18 Acceptance of minutes of previous meetings

The minutes of the March 2019 full Council Meeting were unanimously agreed and signed.

248/18 Parish Council updates from agenda item actions from previous meetings

- **223/18** The Clerk reported that the War Memorial Refurbishment group were meeting the NFNPA conservation officer on site at 9am on Friday 12th April to discuss the proposed refurbishments.
- **214/18 & 236/18** are both awaiting feedback from Wiltshire Highways.
- **238/18** Cllr Parker reported that this was a work in progress.
- **239/18** the Clerk advised that, as the supplier identified to undertake the refurbishment of the Wilts Council bus shelters was no longer in business, an alternative would have to be found before an application for a grant could be made to CATG.
- **240/18** The Clerk reported that the assessor had carried out his valuation inspection of the building assets in the Parish and submitted a report; the insurance company will be informed.
- **243/18 a)** Cllr MacLachlan updated the Council that the A36 ditches clearance had been started by Wilts Council and the remaining items are to be cleared in due course.
- **243/18 b)** Cllr Hewson updated the Council that there were 3 street signs waiting to be put back up after refurbishment. Cllr Waltham passed on the Council and Parishioner thanks for this work.
- **243/18 d) i)** Cllr Waltham confirmed the updated Standard Operating Procedures (SOPs) had been circulated to the full Council and iii) Cllr Waltham advised that the Clerk's appraisal had been completed.
- **244/18 a) and b)** the Clerk reported that both actions had been completed.

249/18 Planning – as per attached schedule

During the consideration of the Talsarn planning application the Chair closed the meeting at 19:34 to invite members of the public to address the Parish Council on this topic. The meeting was reopened at 19:36.

250/18 Finance

- a. Cllr Waltham proposed and Cllr Keirl seconded the transfer from 2018-2019 budget to 2019-2020 budget of
 - i) the sum of £500 for the Nomansland War Memorial ii) the sum of £1500 for the Landford Defibrillator: resolved unanimously.
- b. The Clerk presented the Cash Flow Report and cheques numbered 300741 to 300744 for signing.
 - i. cheques numbered 300713 to 300717:
 - E Finlayson for March re-imburement/expenses: £93.77 (£85.93 ex-VAT)
 - J Proctor for bulb planting expenses: £31.72 (£26.43 ex-VAT)
 - Idverde for March bin emptying: £97.15 (£80.96 ex-VAT)
 - Nomansland Reading Room for Defib. AGM on 14/03/2019: £12.00

- ii. cheques signed prior to meeting numbered 300735 to 300739:
 - Vita Play Ltd for NML rec. springer move and new matting: £1159.20 (£966.00 ex-VAT)
 - C Johnson for Bus Shelter guttering and associated works: £291.00
 - G Hewson for Landford Parish street sign refurb expenses: £26.45
 - Long & Dibden Fencing for NML rec. play area fence and associated works: £10937.72 (£9114.77 ex-VAT)
 - S J Linard Ltd for Parish buildings fire insurance survey: £720 (£600 ex-VAT)
- iii. direct debits and standing charges:
 - Bournemouth Water Co. Water for Pavilion: £2.00
 - Hills Waste Management for February NML reading room bin collection: £9.66 (£8.05 ex-VAT)
 - SSE for Landford Rec. Pavilion Electricity (Aug 2018 to March 2019): £64.59 (£61.52 ex-VAT)
 - PWLB Loan repayment for Landford Rec Buildings: £1186.70
 - Unity Trust Bank quarterly service charge: £18.00
 - 1&1 Email storage space increase to 50GB monthly fee: £6.00
- iv. income received:
 - Wiltshire Council SWAB grant towards NML Rec Play Area fence: £5000.00
 - Forest Fitness donation towards use of Iron Shed for storage: £50.00
 - Wiltshire Council SWAB grant towards Landford Rec Play Area self-closing gates £1581.50
 - Whiteparish Parish Council for new Cllr training organised by Landford Parish Council for 1 Cllr: £23.87
 - Alderbury Parish Council for new Cllr training organised by Landford Parish Council for 4 Cllrs: £95.49
 - Redlynch Parish Council for new Cllr training organised by Landford Parish Council for 4 Cllrs: £95.49

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

- c. The Budget Control Report was discussed and it was noted that the end of year account work was still in progress.

251/18 To discuss and approve the following contracts for 2019-2020:

a. Landford Rec. Toilet cleaning and opening contract

b. Hamptworth grass cutting contract

c. Handyman contract

a) Cllr Waltham proposed and Cllr Bishop seconded that the contract for Landford Rec. Toilet cleaning and opening be approved with same conditions and rates as in 2018-19: resolved unanimously.

b) Cllr Waltham proposed and Cllr MacLachlan seconded that the contract for Hamptworth grass cutting and maintenance be approved with same conditions and rates as in 2018-19: resolved unanimously.

c) Cllr Keirl proposed and Cllr Proctor seconded that the contract for the current Parish Handyman be approved with same conditions and rates as in 2018-19: resolved unanimously.

The Clerk was asked to enquire about the costs for a one off clean of the Pavilion.

252/18 To approve the Landford Rec. seed and weed grass contract for current year

It was discussed that this spend had been approved and budgeted in 2019-20 accounts. The Clerk was asked to sign and return the relevant contract paperwork.

253/18 To discuss and consider the Landford Rec. bully gate quotes

The latest information gathered, as requested by the Parish Council in item 199/18, was presented to the Parish Council on the self-closing gates and associated works for Landford Recreation ground. The quotes were considered and a unanimous decision on the contractor was reached due to the prior work carried out in the Parish and professional support received.

254/18 To discuss and consider a Community Spirit Award (LAW)

Cllr Waltham presented the Community Spirit Award vision to recognise the excellent work people do to support our communities. There would be 3 categories: Group of the year, Individual of the year and Young achiever of the year (under 18). Landford Village Stores would be approached to host a ballot box for collecting nominations. Each nomination should have the name of the nominee, the category they are being nominated for, and why they deserve the award. Nominations would need to be made by Monday May 13th 2019.

Cllr Waltham proposed and Cllr Proctor seconded that the Parish Council create a Community Spirit award and that the award winners would be announced at the Annual Parish meeting on May 20th: resolved unanimously.

255/18 To approve the draft Parish Council Emergency Plan and discuss next steps (AMM)

Cllr MacLachlan circulated the Emergency Plan draft prior to the meeting. The document was an outline for the plan and would be built up with Cllr Bonney and topic experts. The Clerk was asked to send a Parish Boundary map to Cllr MacLachlan.

Cllr MacLachlan proposed and Cllr Hewson seconded that the Parish Emergency Plan skeleton document be approved: resolved unanimously.

256/18 To discuss and consider two new Parish bins on Lyndhurst Road (AMM)

Cllr MacLachlan explained that Parishioners had asked him whether a dog poo bin could be located at the entrance to Beech Grange and a general waste bin sited near the Landford School on Lyndhurst Road. Cllr MacLachlan had contacted bin suppliers and the handyman and agreed to bring to the May meeting a costed proposal for each bin for the Council's consideration.

257/18 To discuss and consider the Nomansland Community Events (NCE) request for litter pickers and dog poo bags for use at Nomansland Recreation Ground by the NCE

The Parish Council considered the request and concluded that they would not fund this request for the dog poo bags, as they were not provided anywhere else in the Parish but were happy to help facilitate the loan of litter pickers from the various groups in the Parish that held a stock of them. The Council would also offer to provide "there is no such thing as the dog poo fairy" signs for use at the rec if helpful. The Clerk was asked to relay this information to the NCE.

258/18 To discuss and consider a response to Wiltshire Council regarding the works to stabilise roadside verges on Hamptworth Road

A short discussion concluded that the outstanding letter to Wiltshire Council from 216/18 discussing the Parish Council concerns over the underlying traffic (lorries) issue should be prioritised.

259/18 To discuss and consider the internal Parish Council communications between meetings

Cllr Waltham presented a proposal regarding email etiquette to help set expectations on Cllrs email responses. The Council agreed to try this as an experiment and Cllr Waltham agreed to issue the proposal to everyone via email for their attention.

260/18 To discuss and agree the Parish Council topics for the Annual Parish Meeting

The Council discussed ideas for topics to be presented by the Parish Council at the Annual Parish Meeting. It was agreed that the Parish Council would contribute to the meeting with an update on the Parish Council achievements and plans, Emergency plan, Planning and Community Spirit Award.

261/18 To discuss and agree on any agenda items to be submitted for the North East Quadrant Meeting

The Parish Council noted that there were no agenda items to add for the next NE Quad meeting. WC Randall agreed to raise again the move of Landford Parish Council to the North West Quadrant meeting.

262/18 To receive a report from Wiltshire Councillor (WC) Randall

WC Randall reported that he had been informed that the independent Stakeholder Advisory Group to National Grid's Visual Impact Provision (VIP) project has advised the National Grid that the VIP project at Hale Purlieu in the New Forest National Park should be paused. This is due to the emerging complexities on EU legal position relating to the habitats in the area, and resolving this within the timescales of the current funding deadlines is unlikely.

WC Randall also noted that the New Forest National Park Local plan is currently being inspected and two sites may have changes to be made (outwith our Parish). WC Randall was to confirm if this impacted the ability to reference the new local plan in planning applications received in the Parish.

263/18 Members' Reports

- a) Cllr Hewson updated the Parish Council on his contact with the Parish Steward and noted that he had realigned the posts at the Village hall to allow the refurbished street sign to be fixed in place.
- b) Cllr Parker attended the Southern Wiltshire Area Board (SWAB) on 14th March 2019 which covered:
 - i. Continuation of grant funding into 2019-20 including roll over of any remaining budget from 2018-19
 - ii. Litter picking
 - iii. The Parish Session was presented by Whiteparish Parish Council regarding their skate ramp project and at the next meeting Grimstead Parish Council would present.
 - iv. Housing need in the Southern Wiltshire Area was discussed as a round table topic: e.g. where should housing be, what type of housing and how many houses are needed. It was noted that anywhere in the planning policy area was suitable.

During Cllr Parker's report the Council had a discussion on the subject of local affordable housing and WC Randall volunteered to raise the requirement for Wiltshire Council and NFPA to collaborate on this topic to identify any suitable locations in WC Randall's Ward for affordable housing. One Landford Parish site mentioned during the discussion was the Wiltshire Council owned land at Brookside.

- v. Highway presentation was given about current and planned works.

Cllr Parker also updated the Council that WC Randall had provided information on the planning regulations to be used for any Security Camera signs that the Parish Council displayed in the Parish.

- c) Cllr Bishop updated the Council that the Landford Community Partnership defib. meeting with the NML defib group had happened and progress was being made.
- d) Cllr MacLachlan attended the Landford Village Hall meeting on the 25th February 2019 and noted there was a discussion about the planned Landford defibrillator.
- e) Cllr Proctor updated the Parish Council that:
 - i. Cllrs Proctor and Keirl met to plant bulbs (Anemones and Freesias) and wildflower plants (Birds Foot Trefoil, Field Scabious and Meadow Clary) at the 4 sites of the new Landford Village signs.
 - ii. The Parish Council spring tour is planned for 14th May 2019.

Cllr Proctor thanked Cllr Waltham for the work carried out as acting Chair over the last few months.

- f) Cllr Waltham shared a list of articles/topics planned by the Communications Working Group for publication on the Council's website and Facebook page in the coming months, they are looking for ideas for topics and for Cllrs to volunteer to author them.

Date and Location of Next Meeting: agreed as 19:15 on Wednesday 8th May 2019 in Landford Village Hall (Blue Room) for the Annual Meeting of the Parish Council.

Meeting closed at 21:43 pm.