



## Minutes of Landford Parish Council meeting held at the Nomansland Reading Room at 7.15pm on 14<sup>th</sup> August 2019

### Present

DM Wilson	J Bonney	G Hewson
GL Keirl	AM MacLachlan	KP Parker
LA Waltham	Cllr L Randall (WC)	E Finlayson (Parish Clerk)
2 members of the public attended the meeting.		

Parish Council Meeting opened at 19:18.

At the start of the meeting Cllr Wilson addressed the Council and public as follows:

*"I am sure you have all heard the sad news that Barry Bennet passed away in hospital in this week. Barry was a previous chairman of the Parish Council and had spent a great deal of time on getting the Landford Village Hall off the ground and administering its maintenance and daily activities. I would like on behalf of the Parish Council to pass on our condolences to his family and express our gratitude for all his work he carried out on behalf of the Parish."*

### 47/19 Apologies

Cllrs Bishop and Proctor.

### 48/19 Declaration of Interests

None.

### 49/19 Acceptance of minutes of previous meetings

The minutes of the July 2019 Full Council meeting were unanimously agreed and signed.

### 50/19 Planning – as per attached schedule

During the consideration of the Cameron's cottage planning application the Chair 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 19:21.

### 51/19 Parish Council updates from agenda item actions from previous meetings

- **223/18** Cllr Parker reported that the War Memorial Refurbishment group, after a meeting on 26<sup>th</sup> July, have planned the next work date for Thursday 15<sup>th</sup> August.
- **239/18** Metal Bus shelter missing panel upgrades - the Clerk advised that the broken pane has been reported to Wiltshire Council and the Police.
- **163/18** Landford Defibrillator has now arrived and is with the Defib group to organise installation and ongoing weekly checks.

### 52/19 Finance

- a. The Clerk presented the Cash Flow Report and cheques numbered 300774 to 300780 for signing.
  - i. cheques numbered 300774 to 300780:
    - E Finlayson for monthly Gross salary (60 hours) plus 1/3 Holiday pay Apr-Jun and 1/4 of back pay due to salary increase: £718.56
    - E Finlayson for July re-imburement/expenses: £158.63 (£134.94 ex-VAT)
    - J. Bonney for P.A.T. testing urn and fridge in Landford Pavilion: £10.00
    - The Nomansland Reading Room for 26<sup>th</sup> July NML war memorial refurb group meeting: £12.00
    - Bawden for July grass cutting: £141.28 (£117.73 ex-VAT)
    - Idverde for July bin emptying: £121.44 (£101.20 ex-VAT)

- M.C.Eastwood for NML rec ground grass maintenance: £425.00
- ii. cheque signed prior to meeting numbered 300773:
  - Nomansland Community Events for “Fun in the Sun” Rec hire fee: £80.00
- iii. direct debits and standing charges:
  - Bournemouth Water Co. Water for Pavilion: £2.00
  - Hills Waste Management for May NML reading room bin collection: £10.36 (£8.63 ex-VAT)
  - Suez for June NML bin emptying: £69.71
  - 1&1 Email storage space increase to 50GB monthly fee: £6.00
  - SSE for Landford Rec. Electricity (11th Mar 19 to 13<sup>th</sup> June 19) correction : £1.16

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

- b. The Budget Control Report was received.

### **53/19 To update the Council on the recruitment of a new Clerk and to approve the associated costs for the recruitment process (LAW)**

Cllr Wilson updated the Council that the Clerk has handed in notice of their resignation which was accepted by the Chair at the end of July 2019.

Cllr Waltham updated the Council on the recruitment approach and responses so far and asked for further ideas on where to advertise the role. A list of local publications and schools were collated to advertise the vacancy. **(AI Cllr Waltham)**

Cllr Waltham proposed and Cllr Hewson seconded a spend of up to £300 from contingencies for associated recruitment process costs including but not limited to hall hire, refreshments and advertising: resolved by majority.

### **54/19 To consider and approve the funding for the maintenance of Landford Rec. Ground G-force roundabout**

Cllr Wilson reported that maintenance was carried out in Nomansland Rec on issues identified by the weekly inspection report and that in Landford Rec the roundabout needs the main bearing replaced.

The Clerk presented figures and lead times from the manufacturer and a playground specialist to replace the main bearing on the G-force roundabout. The Councillors then discussed various options for the Landford Rec Roundabout maintenance.

Cllr MacLachlan proposed and Cllr Keirl seconded the proposal to engage and pay for the manufacturer to replace the main bearings on the Landford Rec G-Force roundabout: resolved unanimously.

### **55/19 Affordable and Social Housing discussion led by Cllr Waltham (LAW)**

The Parish Council had a discussion about the lack of Affordable and Social housing in the Parish. Cllr Parker highlighted a plan from 10 years ago identifying areas that met the housing authority criteria at that time. The Councillors spoke of their knowledge from the wider local area of small numbers of locally managed houses that had criteria to prioritise tenants with a connection to the area. Wiltshire Councillor (WC) Randall reported on an action from 263/18 b) iv) where he raised the requirement with Wiltshire Council and New Forest National Park Authority (NFNPA) to collaborate on the topic of affordable housing in Wiltshire Cllr Randall's ward.

The Clerk was asked to contact Holdger Schiller from the NFNPA to invite him to meet and advise the Council on the topic of affordable housing.

### **56/19 To consider the request for Forest Fitness to donate a permanent fixture in Landford Rec. Ground comprising of fence posts and metal poles to be used as anchor points for fitness equipment.**

The proposal from Forest Fitness to donate equipment to Landford Rec ground was considered. Cllr Wilson volunteered to investigate suitable structures and to contact Forest Fitness with the findings. **(AI Cllr Wilson)**

The Clerk was asked to reiterate that that the Recreation ground fixtures are not to be used for anchorage of fitness equipment as they are not designed for such activities/loads.

**57/19 To discuss and consider Landford Parish Council making grants available to local charities and bodies in line with an agreed Grants policy document**

Cllr Wilson reported that a number of local Parishes have budget for awarding grants and a strict grants policy document setting out eligibility criteria for grant applications. The Parish Council had a discussion about the available grant bodies in the area. Cllr Wilson carried out a quick poll and the majority of the Cllrs did not see a demand for the Parish Council to maintain such a budget due to alternative local resources available. The Parish Council agreed that the topic could be revisited in the future if the local bodies reported an unmet demand for grants.

**58/19 To discuss and consider the purchase and installation of metal seats to commemorate remembrance for the fallen in past conflicts**

Examples of metal commemorative benches and costs were shown by Cllr Hewson. The Parish Council discussed if a Parish bench was needed, locations, and what type of bench was in keeping with the rural Parish. Cllr Wilson highlighted that the Parish already has a unique War memorial; The Well of Sacrifice situated on Nomansland Green.

**59/19 To review and consider the planning process trial, commenced as part of item 17/19**

The planning group and Clerk commented on the planning process trial as part of item 17/19 and concluded it had been successful with positive feedback from agents and applicants.

Cllr Parker highlighted that a minor alteration to the process should be considered - that the applicant or agent should be contacted when the Parish are notified of an application in the Parish by the relevant planning authority.

Cllr Wilson proposed and Cllr Keirl seconded that the trial planning process be kept in the Parish Council planning procedure and the minor amendment proposed by Cllr Parker be should be adopted: resolved unanimously.

**60/19 To consider the Council response to the Polling District and Polling Place Review Consultation**

The Parish Council collated a response to send to the consultation. It noted the returning officers comments regarding Nomansland Reading Room wheelchair access and suggested that the Nomansland Methodist Chapel be suggested as an alternative venue until the works are carried out in the coming years on the Reading room for improved wheel chair access.

The Clerk was asked to advertise this Consultation via the website, Facebook and Horizon to bring this to the attention of the electorate to request they add their feedback on accessibility of the polling locations.

**61/19 To discuss and consider if a Community Governance Review is requested**

Cllr Wilson proposed and Cllr Waltham seconded that no Community Governance Review is requested for the Parish: resolved unanimously.

**62/19 To discuss and consider if a response is to be made for the draft Compulsory Purchase and Overriding Easement Policy Consultation from the New Forest District Council**

The Parish Council had no response to give to this consultation as it was deemed out of district.

**63/19 To receive a report from Wiltshire Councillor (WC) Randall**

WC Randall noted an affordable housing update was part of the earlier discussions in agenda item 55/19.

**64/19 Members' Reports**

- a) Cllr Bonney reported
  - i. They had picked up collating, submitting and collecting the Parish supplies for the Wiltshire Council led Parish Emergency Assistance Scheme (PEAS) and would fold this in to the emergency plan work with Cllr MacLachlan.
  - ii. They had met with a tradesman to get an estimate for the refurbishment of Landford Rec Toilets in preparation for the 2020/21 budget discussions.
- b) Cllr MacLachlan reported
  - i. That the Emergency plan would be submitted for Council approval in October's meeting as there were still outstanding issues being chased.

- ii. That at the Village Hall Committee meeting on the 29<sup>th</sup> July the action item from 46/19 (to raise with Landford Village Hall Committee the Parishioner report about the steps leading to the hall) was completed. It was noted that a member of the Village Hall Committee would investigate the safety of the steps and report back to the Committee on the findings.
- c) Cllr Parker attended the Southern Wiltshire Area Board meeting at Coombe Bisset Village Hall on the 11<sup>th</sup> July 2019 and reported the following highlights:
  - i. Elections of Chairman and Vice-Chairman  
Cllr Richard Britton was re-elected as chairman and Cllr Clewer was re-elected as vice-chairman.
  - ii. Chairman's announcements
    - 50 houses in Alderbury were granted planning permission by a planning inspector, overturning WC refusal, on the basis that Wiltshire does not have a 5 year land supply. Another 36 houses in Alderbury are due to be decided by a planning inspector shortly.
    - CATG meeting to be held on 25 September to consider grant applications, and include explanations and examples of grant applications for highway matters.
    - Boundary review consultation open until 28 July.
  - iii. Highways Improvements and Traffic Survey Requests  
Wiltshire Council is changing the way highway improvements and traffic surveys are requested by members of the public and through Town and Parish Council. See details on WC website.
  - iv. Matters of Community Wide Interest
    - An extension has been built at the back of Downton Memorial Hall, which includes public meeting rooms.
    - Continued theft from outbuildings in the south of the community area. Much of this is carried out by traveling criminals from over the border.
    - There are 40 special police constables in the south region, but only 8 qualified to go out on their own.
  - v. Community Safety
    - 57 responses from the Community Safety Survey were received (out of a possible 11,000 questionnaires). The 3 main areas of concern were burglary, fly tipping and speeding.
    - Landford resident, Merv Quick, the Southern Wiltshire representative on the Wiltshire Neighbourhood Watch Association, gave a presentation with the key message "if you suspect it, report it".
    - Parish Councils to be circulated with notes and checklists for community safety.
  - vi. Grants  
Total grants for £9900 were approved for various projects, including the purchase of a speed indicator device for Winterslow and Firsdown Parish Councils.

**Date and Location of Next Meeting:** agreed as 19:15 on Wednesday 11th September 2019 in Landford Village Hall (Blue Room).

*Meeting closed at 21:45 pm.*