

MILFORD-ON-SEA PARISH COUNCIL

'The Old Clock House' ~ Milford-on-Sea ~ Hampshire ~ SO41 0QD

DRAFT

FINANCE & GENERAL PURPOSE

Minutes of the **266th**. Meeting of the **Finance & General Purposes** Committee held:

Monday 13th December 2010 at 6.30 p.m.

In the Village Hall

MEMBERS p = Present ~ w = Working ~ h = Holiday ~ u = Unwell ~ b = Bereavement

Bob Bishop	p	Susan Whitlock	p	Julian Davis	p	Brian Giles	u
Jim Read	p	Paul Noble	p	David High	p	Peter Jennions	p
Mark Owen	w	Maureen West	u	Sophie Beeton	u		

IN ATTENDANCE

Parish Clerk – Keith Metcalf

The Chairman – Cllr Bishop took the chair.

1. **DECLARATIONS OF INTEREST**

Cllr. Jennions declared a Personal Interest in matters relating to the Bowling Club.

2. **PUBLIC PARTICIPATION**

There were no residents wishing to speak.

3. **APOLOGIES**

Cllrs Giles, West and Beeton (unwell) and Cllr. Owen (working).

4. **MINUTES OF THE F & GP MEETING HELD 15th NOVEMBER 2010**

Cllr Whitlock proposed that the minutes be adopted. Cllr Noble seconded the proposal.

It was **RESOLVED** that the minutes were a true record of the meeting and were duly adopted and signed by the Chairman.

5. **FINANCIAL MATTERS**

a) **Expenditure Report (November 2010):** Held over until next F & GP meeting.

b) **Year to Date Budget Income & Expenditure Report (April to November 2010)** Held over until next F & GP meeting

c) **Reconciled Bank Account Statements**

Un-reconciled bank statements for the Parish Council Current and Money Manager Accounts were circulated for information. The balances shown below exclude un-presented cheque payments and receipts as at:

1st December 2010.

<u>CURRENT ACCOUNT</u>	£17,058.12	<u>MONEY MANAGER ACCOUNT</u>	£52,408.69
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It was noted that the Current account includes the £5,400 repayment receipt for the 6.25% Treasury Stock.

The VCCC Building Fund Accounts are still being updated and a report will follow. It was noted that the basic Income and Expenditure details from the VCCC account are recorded at the bottom of the Draft (3) Budget sheet.

d) **Planning Grant Application from NFDC for Putting Green Project**

The Clerk confirmed that a bid for this grant had been made and that the council should find out soon whether it has been successful. Cllr Bishop asked the Clerk to report on the meeting with one of the joint-tenant of the Needles

Eye Café with regard to whether the business would consider holding and hiring out the putting green equipment from their ice-cream kiosk. The owner indicated that they would be interested in talking further about the potential facility once the location had been agreed with NFDC. Following discussion, it was agreed that if the council receive the grant the Clerk would provide a more detailed report on how the project could be progressed. In the meantime, enquiries will be pursued with Andrew Groom – NFDC Valuations Department with regard to leasing additional land next to the play park.

e) **Reinvestment of 6.25% Treasury Stock 2010**

The Clerk was instructed to look at various options for short-term investment of the £5,400 funds and to report back to the F & GP committee.

f) **2010 Dangerous Tree Works**

The Clerk circulated to each councilor a summary of the three quotations received from tree surgeons for felling, crown cleaning, coppicing and pollarding a total of 42 trees in the Upper Pleasure Grounds. It was noted that two trees may already have been felled or have fallen since the survey. The Clerk will check these trees before instructing a contractor to undertake the work. It was suggested that the Clerk should try to negotiate with the appointed contractor to see if a lower price could be achieved. It was suggested that if it was possible to remove some of the wood from the Pleasure Grounds without damaging footpaths, this option should be considered. The Clerk said that the wood will be dispersed all around the upper Pleasure Grounds and that its removal would mean using larger tractor wheeled vehicles to remove it and that their use was likely to cause severe damage to the footpath network. It was also noted that leaving large sections of felled dead and decaying trees on the ground had important biodiversity and environmental benefits and that leaving large trunks on the ground make it more difficult for youngsters to roll them into the Danes Stream. Following further discussion, it was proposed by Cllr Read and seconded by Cllr Jennions that the lowest quotation should be approved and that the Clerk should try to negotiate a lower price.

It was **RESOLVED** that the quotation received from Arborcare be approved.

g) **2011 Barrell Tree Consultancy**

The Clerk confirmed that the third-year tree survey had been carried out by Barrell Tree Consultancy and that just eight (8) trees needed attention. The Clerk suggested that it would be worth asking the appointed contractor for the 2010 tree works to undertake the work on these additional eight trees at the same time. The Clerk said that while there would be a shortfall in this years budget to pay for this additional work, the budget set for works in 2011/12 could be reduced proportionately. Following discussion it was agreed that the Clerk be instructed to have the additional work on the eight trees undertaken in one operation by the 2010 appointed contractor.

It was **RESOLVED** to have the eight trees dealt with at the same time as the main 2010 works.

h) **Landfill Communities Fund – Resurfacing of the Sea Front Play Park**

The Clerk circulated to members copies of the presentation notes given out at a seminar he had attended at the National Park headquarters in Efford by Grant Scape on behalf of the Landfill Communities Fund. Copies were also given to members of the two quotations received to date for the cost of re-surfacing the Sea Front Play Park with a wet-pour safety surface. The Clerk reported that the two quotations were similar in price for placing new coloured surfaces under each piece of equipment (one at £19,210 and the other at £21,679). The single quotation for re-surfacing the whole of the park (in green) was £26,121. The Clerk said that he had submitted an initial enquiry for a grant with Veolia Environmental Trust, but had received a response to say that the sum of £5,000 earmarked by the council towards the project did not meet the 20% funding level criteria required. However, the Clerk said that he was confident that a revised bid showing that 20% funds had been secured would be successful subject to all other criteria being met.

Following discussion, it was **RESOLVED** that the Clerk should make a further bid for funding and that it was unanimously agreed that the preference would be for the whole play park to be re-surfaced in green wet-pour.

i) **Grant application to the National Park Authority for Funding ‘Baskets’ Ditch Work**

The Clerk said that it was possible that a grant application could be made to secure funding towards the essential ditch work around the perimeter of ‘Baskets’ grazing field. The ditch was last cleared about six or seven years ago and forms part of the councils riparian land ownership responsibility to maintain the ditch to reduce the risk of flooding in this sensitive low-laying ground location. The Clerk reported that NFNPA grants are awarded for works that have a biodiversity element to them and that this should be taken into consideration when deciding whether to make a grant application.

It was **RESOLVED** that an application be made to the National Park Authority to secure funding towards essential ditch works around ‘Baskets’ grazing field.

j) **Speed Indicator Device (SID) Sleeves – Manor Road and Lymington Road**

The Clerk reported that he had received two requests via Milford Primary School to pay for two new ‘sleeves’ so that SID’s could be mounted along Manor Road and Lymington Road. The cost for each sleeve is £425 + VAT. Following discussion, in which the merits of placing speed indicator devices at the proposed locations was considered, it was agreed that the council did not feel the costs would be value for money and would therefore not be prepared to fund either site.

DRAFT BUDGET THREE (3) The Clerk reported that an item should have been included in the agenda and that as it had not, it would be carried forward to the full Parish Council meeting on Tuesday the 4th January as a full recommendation of the Budget Working Group. Members said that they were content with this arrangement. *Noted.*

6. **PROJECT UPDATE REPORTS**

a) **Bowling Club: i. Meeting with Bowling Club Representatives**

Cllr Bishop outlined the areas discussed with the Bowls Club representatives and said that a report will be circulated to all members. However, the main areas of discussion were as follows:

- Whether existing fencing to the northern and eastern boundaries should be put in order prior to a long-term lease being agreed
- Terms and Conditions of lease
- Length of lease (21 or 25 years, as preferred by the Club)
- Whether the Club should have a sinking fund to support future renovations/replacement building
- That full annual audited accounts be submitted each year from the Club to the parish council as part of the lease agreement
- That any lease should recognise the Bowls Club aspiration to improve or extend the present pavilion
- Whether the Club as movers of the project should pay all legal costs
- That the Club recognise that the facility is primarily for the whole community and that some form of public access provision must be made available at all reasonable times.
- Insurance responsibilities for each party

It was noted that anything covered in earlier minutes will also form part of the process for the design of the long-term lease agreement requested by the Club. (See F & GP Minutes from 4th October 2010 – Page 1077 Item 8a).

It was **agreed** that Cllrs Bishop, Davis, Read and Watkins together with the Clerk should meet to finalise the draft proposals for a long-term lease agreement and seek advice from Hugh Whitlock Solicitors before putting the draft before the F & GP committee for further consideration and resolution.

ii. **Footpath Land Registration**

The Clerk confirmed that further discussions had taken place with Andrew Groom – NFDC Valuer and Stuart Yeo with regard to NFDC withdrawing their first application with land registry for the land in question. It would then be possible to reduce the cost from several hundred pounds to about £50 + legal costs received from Hugh Whitlock Solicitors. Mr Yeo did speak to the Clerk proposing that the Parish Council should pay NFDC’s legal fees to date. The suggestion by Mr Yeo was declined by the Clerk.

b) **Kevhaven River Users Advisory Panel**

The Clerk confirmed that seven members of the NFDC disbanded panel wished the parish council to re-instate the group. It had previously been agreed that a meeting should be called early in the New Year. It was also noted that an Administrator would need to be appointed at the first meeting to take over the administrative arrangements for future meetings.

c) **Studland Common Grazing Project**

The Clerk declared a Personal Interest in this item as a member of the Wildlife Recording Group (WRG).

The Clerk reported that following the NFNPA Chief Executives - Alison Barnes invitation for the community to receive free land management advice from the New Forest Land Advice Service (NFLAS), the WRG had met with Julie Stubbs – Land Advice Manager, who subsequently visited Studland Common with Hugh Corry (Corry’s Countryside Services) to review the existing land management arrangements and to consider what alternative techniques might be employed. Julie Stubbs now wishes to present the findings of the NFLAS to the council. The Clerk was asked what fencing would be required to secure the common. The Clerk said that the fencing along the southern boundary (at the rear of the Parish Council garden extensions) was in need of replacing,

but much of the western and northern boundary fence shared with Shorefield Holiday Park was in good order. The present dividing fence between the grazing field and the rest of the common was, as previously reported, desperately in need of being completely replaced, leaving the missing fence that separated the common from the woodland (along the line of the ancient ditch) to be renewed. Access points onto the common would primarily remain the same. The steel polls at these points, which would probably be replaced with traditional wooden gates.

Concerns were expressed about not wanting to adversely alter the character of the common and that the English – Woodland Grant Scheme woodland management programme had already created changes to some of the woodland. Following further discussion, it was agreed that Julie Stubbs should be invited to give her presentation to a working group, which would include all councillors and two representatives each from the Milford Environment Group and the Wildlife Recording Group. The Clerk to arrange a suitable date with Julie Stubbs.

7. **CORRESPONDENCE**

Nothing to report.

8. **MATTERS FOR INFORMATION**

Reminder of parish council working group meeting: Sites & Development Management Development Plan Document – Meeting to be held on Monday 17th January 2011 in the Parish Office at 6.00pm.

There being no other business, the Chairman closed the meeting at 7.40pm

Signed:

Chairman

Date:

These Minutes have not been confirmed