

All minutes are draft until approved by the Council at the next meeting

Marchwood Parish Council

Minutes of the meeting of the Parish Council held at Marchwood Village Hall on Monday 27th
June 2022 at 7.30pm.

Councillors: Cllr G Wright – in the Chair (P)

Cllr N Buckett	(P)	Cllr J Case	(A)
Cllr M Havercroft	(A)	Cllr D Hindle	(P)
Cllr P Mballa	(P)	Cllr M Proctor	(P)
Cllr S Roach	(P)	Cllr M Saxby	(P)
Cllr R Young	(P)		

(P) Present

(A) Absent

In attendance: Mr B Gibbs (Clerk to the Council), Mrs A Woodward (Responsible Financial Officer).

Apologies for absence

23/49 Apologies were received from Cllrs Case and Havercroft.

Declarations of Interest

23/50 There were no declarations of interest.

Public Participation

23/51 The Clerk spoke about a parishioner enquiry that had been raised at the Lloyd Recreation Ground Trust's AGM. The parishioner was keen to hear if any progress had been made regarding those enquiries. The Clerk said that these referred to alleged breaches of planning permission with regard to hours of use, access doors (left open) and are there PPL-PRS (Phonographic Performance Limited & Preforming Rights Society) licences in place. The Parishioner had also commented about a possible lease issue.

23/52 The Clerk said that these issues had been passed to the Scout & Guide Building Management Committee (S&GBMC) for answers. Cllr Young said that he had recently attended at meeting of the S&GBMC and that an initiative to resolve the issues appertaining to the landscaping had now begun. Some documentation had been asked for by the S&GBMC relating to raised manhole covers.

23/53 Cllr Wright said that these items will be followed up over the summer months and asked that a member of the Office staff would inform the parishioner of this discussion.

The Annual Governance & Accountability Return 2021-22

23/54 **RESOLVED:** To accept the Internal Auditor's audit report for the year ended 31st March 2022.

23/55 **RESOLVED:** To approve the Parish Council's accounts for the year ended 31st March 2022.

All minutes are draft until approved by the Council at the next meeting

23/56 **RESOLVED:** To approve the annual governance statement - Section 1 on page 4 of the Annual Governance & Accountability Return.

23/57 **RESOLVED:** To approve the accounting statements for 2021-22 - Section 2 on page 5 of the Annual Governance & Accountability Return.

23/58 **RESOLVED:** To authorise the Chairman and Clerk to sign Section 1 and Chairman and Responsible Financial Officer to sign Section 2 of the Annual Return.

23/59 **RESOLVED:** To publish the Public Rights of Inspection on the website and on the notice boards from the 28th June 2022.

Chairman's report

23/60 The Clerk commented that his successor had now been appointed and would be visiting the Parish Office to meet the office staff on Thursday 30th June.

23/61 Cllr Wright thanked the Clerk for his support since he first joined the Parish Council. He said that he was always grateful to have the Clerk sat next to him whenever he was required to chair Parish Council meetings.

23/62 Cllr Wright wished the Clerk all the best for the future and presented him with a token of appreciation.

23/63 Cllr Young asked for a vote of thanks and appreciation to be recorded in the minutes to thank the Clerk for his service over the last four years.

23/64 **RESOLVED:** to record a vote of thanks to Mr Brendan Gibbs for his service to the Parish Council over the last four years beginning in July 2018.

Minutes

23/65 **RESOLVED:** To accept the minutes of the Annual Council meeting held on the 16th May 2022 and the extra-ordinary meeting of the Parish Council held on the 6th June 2022.

The Marchwood Village News

23/66 Over the last few weeks the Parish Office has been collating responses to a survey about the future direction of the Marchwood Village News. A questionnaire had asked about the choice of retaining the current printing method (one copy per household in the village) or publishing a reduced number of copies whilst publishing the magazine on the website.

57 responses said to retain the status quo with 27 responses asked for website plus a limited number of printed copies available at the Parish Office (first come, first served).

23/67 The Clerk commented that over the last few months the Parish Council has seen a sizable increase in print costs charged by our contractor, TLC Online.

23/68 In comparison, the Village News advertisement charges have increased at a very small rate.

All minutes are draft until approved by the Council at the next meeting

23/69 Looking at the ledger report for TLC Online it shows the cost of the magazine in Spring 2021 was £849.92. This had then risen to £876.95 for the next three issues with the summer 2022 edition costing £1139.34 to produce.

23/70 Cllr Young proposed forming a working party to assess the options for the future of the magazine. Cllr Hindle said that the working party should be set up in September 2022 when the new Clerk will be able to lead in the re-assessment of all Parish Council methods of communicating with the community.

23/71 Cllr Wright summed up the discussion by proposing that the future direction of the magazine should be an item of discussion with the new Clerk during her probationary period and that it should be brought back to a future meeting.

23/72 **RESOLVED:** That the Village News magazine should be included in a complete re-assessment of the Parish Council's methods of engaging with the community.

Income & Expenditure as at 31st May 2022

23/73 **RESOLVED:** The Parish Council noted the Income & Expenditure against Budget as at 31st May 2022.

The Clerk referred members to Appendix A in their briefing pack that showed the Income & Expenditure against Budget as at 31st May 2022.

Income & Expenditure against Budget as at 31st May 2022

23/74 **RESOLVED:** The Parish Council noted the Income & Expenditure as at 31st May 2022.

The Clerk referred members to Appendix B in their briefing pack that showed the Income & Expenditure as at 31st May 2022.

Balance Sheet as at 31st May

23/75 **RESOLVED:** The Parish Council noted the Balance Sheet report as at 31st May 2022.

Members were told that the Balance Sheet up to the 31st May 2022 was Appendix C in their briefing pack.

Bank Reconciliations at 31st May 2022

23/76 **RESOLVED:** The Parish Council noted the Bank Reconciliations as at 31st May 2022.

Lloyds Bank 30 Day Notice Account (031) £64,282.26
Lloyds Bank Instant Access (Treasurers) Account (458) £46,582.35
Lloyds Bank Business Instant Account (568) £50,011.54
United Trust Bank (163) £91,061.57
CCLA Deposit Fund (235) £51,212.27
Petty Cash £172.11

Members were told that the Bank Reconciliations up to the 31st May 2022 was Appendix D in their briefing pack.

All minutes are draft until approved by the Council at the next meeting

Committee Minutes

23/77 **RESOLVED:** To receive as follows:

Policy & Resources: 25th April 2022

Amenities: 11th April 2022

23/78 **Exempt Business:** To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from the discussion of the following matters where publicity might be prejudicial to the special nature of the business.

There being no further business the meeting closed at 9.06pm