



Marchwood Parish Council
Marchwood Village Hall, Village Centre, Marchwood SO40 4SF
Tel: 02380 860273 office@marchwoodparish.gov.uk

Dear Councillor, you are hereby summoned to attend the **Full COUNCIL MEETING** of **Marchwood Parish Council** on Monday 18 December 2023 at **7.30pm** to be held in the **Pine Room Marchwood Village Hall**.

Tina Dudley Clerk to the Parish Council

Tuesday, 12 December 2023

Agenda

1 - Apologies for absence

To receive and consider for acceptance any Member apologies for absence and approve by resolution.

2 - Declarations of Interest

Members and officers are invited to make any declarations of interest that they may have in relation to an item on the agenda and are reminded to make any declarations at any stage during the meeting if it becomes apparent that it may be required.

3 - Public Participation

For the public and press to ask questions on matters relating to items on the agenda.

4 - Minutes

To approve the minutes of the previous meeting of the Parish Council held on 16 October 2023 as a correct record and duly signed by the Chairman (appendix A).

5 - Reports from the New Forest District Councillors

To note the reports from the New Forest District Councillors (Appendix B)

6 - Reports from Hampshire County Councillor

To note the report from the New Forest District Councillor.

7 - Community Infrastructure Levy Project Bidding

To approve the proposed bid for the CIL Project the Pavilion Lloyds Recreation Ground and Admiralty Quay play area.

8 - Cyber Security

To consider for approval the quote for Cyber Security insurance (Appendix C).

9 - Budget 2024-2025

To approve the proposed budget for 2024-2025 (Appendix D).

10. Correspondence

To receive a request for funding from Citizens in Policing Coordinator for the Parish Council to provide funding for a hand held Speedwatch kit.

All minutes are draft until ratified by the Committee at the next meeting.

Marchwood Parish Council

Minutes of the Full Council Meeting of Marchwood Parish Council held at Pine Room, Village Hall, Marchwood on Monday 16 October 2023 at 7.30pm

Present: N Buckett, J Case (Chairman), D Hindle, J Leath, P Mballa, M Proctor, M Saxby and L Shelley.

In Attendance: Tina Dudley, Parish Clerk, Colette Cockeram, Deputy Clerk.

Apologies

PC/23/058– There were no apologies for absence for this meeting.

Declarations of Interest

PC/23/059 – There were no declarations of interest for this meeting.

Public Participation

PC/23/060 – No members of the public attended this meeting.

Minutes

PC/23/061 – RESOLVED – To accept the minutes of the Council meeting held on Monday 11 September 2023 as a true and accurate record and duly signed by the Chairman.

Reports from NFDC (New Forest District Council) Councillor

PC/23/062 – Cllr Young talked about the Share Prosperity Fund and the decision to award Marchwood Parish £15,000 the funds were to be spent by March 2025. He thanked the Marchwood Fete organisers and the stall holders for their hard work and efforts in putting together the fete.

Cllr Young had attended the first ‘Singing with Friends’ held in the Marchwood Village Hall on Mondays. The group had been organised to help local people with dementia and those feeling isolated in the community, he informed Council new members were always welcome to join.

He further explained contractors working on behalf of Hampshire County Council would soon commence construction of a light-controlled toucan crossing at the Trotts Lane crossroads at the northern end of the cycle path, and a zebra crossing at Tavells Lane at the southern end of the cycle path. This was part of the “transforming cities fund” a scheme of work which aimed to improve sustainable travel corridors to and from nearby cities such as Southampton. The enhanced safety for vulnerable cyclists and pedestrians was recognised however, concern was raised by the concurrent scheduling of some of the works alongside other highways projects and the potential for serious adverse impacts upon residents and businesses. Robust representation had been made to Hampshire County Council.

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Cllr Mballa addressed the Council informed Members that NFDC were reviewing the cost implications of the Climate and Ecology Bill before committing to support it.

The new Car Parking charges for January 2024 was highlighted with a 25% increase being implemented, the district council was to implement a new strategy for car parking making it fit for the future. The closing date to receive an early offer of a £25 discount for garden waste wheelie bins was on 24th November 2023 at 23.59pm.

He further highlighted the issues with swimming clubs and leisure centres; Freedom Leisure had now agreed to reconsider their positions to meet the community need, it was hoped the matter would be resolved soon.

Regarding road improvement works Cllr Mballa and Young with other Councillors had been concerned with the traffic issues and timing of the roadworks on Marchwood Road and the A326. Although it was acknowledged the works were essential to provide safer crossing, and improved bus routes.

Unfortunately, the public consultations were held in Totton not Marchwood. Cllr Mballa had addressed this to Cllr David Harrison. It was noticeable that Marchwood residents need assistance to report issues affecting all residents of Marchwood.

Members of the Council raised concerns with the amount of road works being undertaken all at the same time with no consultation being taken with the Council or residents of Marchwood. There had been months of disruption to residents during the Redbridge roadworks, Giganet and work in Pooks Green the waterside was being severely impacted. It was agreed that Cllr Harrison needed to be on board as the Hampshire County Councillor representing Marchwood, it was further agreed the Councillor Mballa and Young would also lobby Hampshire Highways Authority and its officers to hold consultations within Marchwood and better inform residents of the village.

Draft 5-year plan – Task and Finish Group

PC/23/063 – Resolved Councillor Buckett, Case and Leath were appointed Members of the Task and Finish Group to develop the 5-year plan.

Conclusion of Audit

PC/23/064 – Members noted the Conclusion of Audit 2022/2023. It was agreed that with no actions required the Responsible Finance Officer had done an excellent job, she was thanked by Members of the Council.

Town Centre Improvements – Parishes

PC/23/065 – The Clerk explained that NFDC had received a sum of monies from Central Governments UK Shared Prosperity Fund as part of the Levelling up Agenda. The funds administered by NFDC had been allocated to several local areas with Marchwood being allocated £15,000. The funds were required to be spent on projects to promote the town centre or encourage people to come to the centre, one

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off events, existing projects links with other UKSPF (UK Shared Prosperity Fund) activities in the area.

Resolved - Members agreed the monies would be utilised within the village centre to include tree planting, flower/bulb planting, adult tree planting in the planters in the centre. Public seating on the land opposite the Roebuck and, repairs or replacement to the ornamental boat on the corner of Main Road/Oaklands Drive, enhancements to the Falkland War Memorial including a memorial plaque for the cherry tree to commemorate the passing of former councillors, the Millenium Garden improvements and planting of seasonal bulbs and flowers. If funds allowed a Christmas tree would be purchased for the village centre with a number of Christmas lights. Welcome signs sited on the approach to the village would also be enhance.

Falklands War Memorial Cherry Tree

PC/23/066 – The Deputy Clerk explained the history of the Cherry Tree planting and why the memorial plaques were removed and put on the trees within the Orchard Garden.

The Council considered that the Falkland Memorial Garden was not an appropriate place for a memorial to former councillors and that the Orchard Garden was a quiet place of reflection and a more appropriate site to commemorate.

Resolved – a plaque would be put on to the Cherry Tree to inform residents of why the tree was planted.

Hedgehogs R Us Highway Project

PC/23/067 –

Members discussed the declining numbers of hedgehogs nationally. Some members informing the Council that they had a number in their gardens, they were animals that liked to forage. In the interest of biodiversity and hedgehog conservation it was agreed to support the project.

Resolved to approve the purchase of hedgehog highway shaped fence surrounds to enable residents to purchase them from the office at cost price.

Close of meeting and Date of next meeting

PC/23/068 – the meeting closed at 8.32pm. The next meeting was 18 December 2023.

Report for MPC 18/12/23 – Cllr Richard Young

On the evening of the 2nd November immediately following the outage of mains water in Marchwood (and further south on the waterside) I worked late into the night liaising directly with officers of New Forest District Council and Southern Water on establishing a bottled water distribution site in Marchwood at Southampton Football Clubs training facility, which thankfully came online around midday on the 3rd. That same day I was kindly offered a pallet of bottled drinking water by Mr Ian Nelson of Sunnyfields Farm which I then personally distributed onwards to those in our community who might not have been able to physically attend the distribution sites themselves, sadly there were a number of residents on Southern Waters own priority register being let down. Sunnyfields Farm also kindly opened up their event toilets and washroom facilities for local residents to use, in addition we setup a tea and biscuit point on site in an effort to keep community spirits high. It was so very welcome to have local organisations such as Sunnyfields Farm and Southampton Football club both happily “stepping up” to support the wider community in a time of need, my sincere go to all at both businesses for their time and efforts freely given.

At last the mains water supply then finally returned to the majority of waterside properties on the evening of Saturday 4th November. Following which, I was then in a position to help coordinate and carry out collections of any excess bottled water that households wished to donate to Southampton Street Angels who help those who may be homeless in the Southampton and Waterside areas.

However, it is deeply disappointing that contrary to their public comms immediately following the outage Southern Water are seemingly now trying to wriggle out of their responsibilities to waterside customers under the Guaranteed Standards Scheme. It remains my contention that OFWAT should ensure Southern Water remunerates customers in full in accordance with the GSS and most importantly publicly demonstrate that they are open, honest, and fully transparent with us their customers.

Further to this sorry situation residents of Africa Drive and other nearby roads on Ministry of Defence owned land in Marchwood are water customers of Ancala and not Southern Water. However, their mains water still physically comes from Southern Waters Testwood site. Private residents in former MOD properties have informed me that during the outage Ancala apparently refused to supply bottled water to some residents of these roads who are not serving personnel or their families. Post incident I have seen emails from Ancala to residents stating they have no responsibility to remunerate them as per the GSS, however as the residents are not Southern Water customers they are then hopelessly stuck in the middle through no fault of their own which is course entirely unsatisfactory. In conclusion, I remain in ongoing correspondence with senior politicians and many others in an effort to obtain satisfactory resolutions and enhanced water supply resilience for our community going forwards. I will be sure to provide a further update once I am in a position to do so.

In happier news I was delighted to be invited to attend the 60th anniversary celebrations of Marchwood Yacht Club on 2nd December, and in particular to directly hear from founder members on the origins of the club and the steps taken to ensure that it continues to go from strength to strength. A personal thank you from me and many congratulations to all members and volunteers both past and present who have made any contribution towards the club reaching this marvellous milestone anniversary.

May I wish you and your families a very merry Christmas and a happy and healthy New Year.

District Councillor Richard Young

Annual Budget - By Combined Account Code (Actual YTD Month 8)

Note: Draft Budget Proposal

		<u>2022-2023</u>		<u>2023-2024</u>						<u>2024-2025</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<u>Budget Income</u>												
1000	Precept	246,460	246,460	0	0	287,057	0	287,057	287,057	329,463	0	0
1005	LA Grants Received	0	800	0	0	0	0	0	0	0	0	0
1010	Grants Received	0	500	0	0	0	0	0	0	100	0	0
1020	CIL Receipts	0	1,480	0	0	0	0	0	873	0	0	0
1030	Village News Income	2,800	1,655	0	0	2,370	0	2,370	1,067	1,600	0	0
1035	Community Event Income	0	0	0	0	0	0	0	1,100	6,000	0	0
1040	Miscellaneous Admin Income	0	193	0	0	0	0	0	52	0	0	0
1045	Bank Interest Received	0	195	0	0	0	0	0	419	500	0	0
1050	LA Property Fund Dividends	1,900	1,914	0	0	1,850	0	1,850	1,626	2,000	0	0
1055	Public Sector Deposit Fund	0	961	0	0	350	0	350	1,416	2,500	0	0
1060	United Trust Bank	570	572	0	0	1,838	0	1,838	1,188	3,880	0	0
1500	Scout HQ Lease Rental	500	500	0	0	500	0	500	500	500	0	0
1505	Youth Club Lease Rental	0	0	0	0	500	0	500	0	0	0	0
1510	3G Court Hire	1,500	4,077	0	0	3,000	0	3,000	1,541	300	0	0
1515	Football Pitch Hire	4,000	1,588	0	0	7,000	0	7,000	1,200	2,500	0	0
1520	MUGA Hire	0	338	0	0	300	0	300	354	300	0	0
1525	Miscellaneous Hirings	200	13	0	0	0	0	0	114	0	0	0
1530	Insurance Settlement Theft	0	6,887	0	0	0	0	0	0	0	0	0
1550	Pavillion Room Hire	0	0	0	0	0	0	0	1,222	1,550	0	0
Total Income		257,930	268,131	0	0	304,765	0	304,765	299,729	351,193	0	0
<u>Overhead Expenditure</u>												
4000	Salaries Net Pay	99,000	112,041	0	0	130,420	0	130,420	76,764	129,323	0	0

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		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4001	PAYE & ER's & EE's NIC	29,000	34,319	0	0	34,957	0	34,957	19,006	35,730	0	0
4002	LGPS ER's & EE's Pension	37,650	32,106	0	0	33,797	0	33,797	22,254	43,001	0	0
4003	LGPS AVC	12,000	750	0	0	0	0	0	0	0	0	0
4009	Advertising	0	0	0	0	0	0	0	0	600	0	0
4010	Training - Officers	500	336	0	0	500	0	500	0	500	0	0
4011	Training - Ground Staff	1,000	298	0	0	500	0	500	0	1,000	0	0
4012	Training - Councillors	200	0	0	0	0	955	955	190	0	0	0
4015	Employees Expenses	100	27	0	0	100	0	100	0	200	0	0
4020	Insurance (All Risks)	6,260	7,602	0	0	7,600	0	7,600	8,394	9,500	0	0
4025	Legal Fees	1,500	607	0	0	1,500	0	1,500	2,000	2,000	0	0
4030	Audit Costs	1,350	1,380	0	0	1,500	0	1,500	0	1,500	0	0
4035	Public Relations	400	209	0	0	0	0	0	0	0	0	0
4040	Rialtas Costs	1,200	520	0	0	1,000	0	1,000	675	1,000	0	0
4042	Citation	0	5,191	0	0	2,877	0	2,877	1,918	3,230	0	0
4045	Handy Trust SLA	15,310	12,760	0	0	15,463	0	15,463	8,932	15,772	0	0
4055	Grants Given	1,200	500	0	0	1,000	0	1,000	550	1,000	0	0
4065	Chairman's Allowance	210	107	0	0	200	0	200	100	200	0	0
4070	Councillors Expenses	500	0	0	0	400	0	400	0	200	0	0
4080	Office Rent	8,940	9,190	0	0	9,387	0	9,387	7,043	9,857	0	0
4085	Ground Rent GP	1,400	0	0	0	0	0	0	0	0	0	0
4090	Pine Room and Other Rentals	730	898	0	0	730	0	730	446	800	0	0
4100	Electricity	4,000	4,612	0	0	5,500	0	5,500	2,727	5,500	0	0
4105	Gas	1,000	1,072	0	0	1,200	0	1,200	856	1,200	0	0
4110	Water	500	408	0	0	550	0	550	1,139	1,500	0	0

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		<u>2022-2023</u>		<u>2023-2024</u>						<u>2024-2025</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4115	Telephone and Broadband	1,400	1,528	0	0	1,400	0	1,400	1,243	1,720	0	0
4120	Postage	100	30	0	0	50	0	50	12	50	0	0
4125	Stationery	250	307	0	0	250	0	250	252	250	0	0
4130	Photocopier Costs	500	503	0	0	500	0	500	84	400	0	0
4135	IT Costs	1,700	1,349	0	0	11,349	0	11,349	12,927	5,000	0	0
4140	Service Costs	700	921	0	0	1,300	0	1,300	1,175	600	0	0
4145	Non IT Office Equipment	300	3,762	0	0	0	0	0	0	300	0	0
4150	Village News Expenditure	4,400	4,951	0	0	4,400	0	4,400	3,461	4,500	0	0
4155	Subs/Publications/Licences	1,300	1,500	0	0	1,400	0	1,400	1,752	1,700	0	0
4157	General Sundries	80	289	0	0	100	0	100	52	100	0	0
4160	Vehicle Insurance	2,200	2,353	0	0	2,355	0	2,355	2,534	3,000	0	0
4165	Vehicle Maintenance	1,500	1,000	0	0	1,000	0	1,000	2,413	2,500	0	0
4170	Vehicle Excise Duty	570	595	0	0	530	0	530	508	600	0	0
4175	Fuel	2,700	3,790	0	0	4,000	0	4,000	2,533	5,500	0	0
4180	General Property Maintenance	2,500	393	0	0	0	0	0	0	0	0	0
4183	Contingency	0	0	0	0	0	0	0	0	3,000	0	0
4185	Tools and Tool Hire	900	1,277	0	0	500	0	500	232	2,000	0	0
4187	March 2022 Theft Replacement	0	2,031	0	0	0	0	0	0	0	0	0
4190	Motor Vehicle Replacements	3,350	0	0	0	3,350	0	3,350	0	3,350	0	0
4195	PPE & General Supplies	600	992	0	0	600	0	600	475	600	0	0
4200	Tree Management & Flowers	7,500	19,365	0	0	10,000	0	10,000	17,250	20,000	0	0
4203	Flowers & Seeds	0	0	0	0	0	0	0	0	1,000	0	0
4205	Supply of Public Seating	250	849	0	0	250	0	250	0	0	0	0
4210	Supply of Litter Bins	250	0	0	0	250	0	250	0	300	0	0

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		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4215	Supply & Emptying of Dog Bins	750	805	0	0	750	0	750	278	850	0	0
4220	Under 12 Play Area	2,200	73	0	0	2,200	0	2,200	0	2,000	0	0
4225	Outdoor Fitness Equipment	1,000	73	0	0	1,000	0	1,000	0	2,000	0	0
4230	Cork Field Infrastructure	250	112	0	0	250	0	250	250	2,000	0	0
4235	Admiralty Quay Play Area	250	73	0	0	1,000	0	1,000	0	2,000	0	0
4237	Open Space Maintenance	0	3,346	0	0	1,000	0	1,000	2,230	1,500	0	0
4240	LRG Play Area	1,500	73	0	0	1,500	0	1,500	0	2,000	0	0
4245	LRG 3G Maintenance	800	98	0	0	800	0	800	5	250	0	0
4250	LRG MUGA Maintenance	0	0	0	0	0	0	0	60	500	0	0
4255	LRG Football Pitch Maintenance	500	451	0	0	500	0	500	86	500	0	0
4257	LRG Pavilion/Workshop Mainten.	0	614	0	0	1,500	0	1,500	3,181	3,000	0	0
4258	LRG Licenses	0	0	0	0	0	0	0	258	260	0	0
4259	CCTV System	0	0	0	0	0	0	0	0	1,000	0	0
4260	Elections	0	0	0	0	0	0	0	75	0	0	0
4265	Notice Boards	500	0	0	0	0	0	0	0	750	0	0
4270	Bridge at Oaklands	1,000	0	0	0	1,000	0	1,000	0	1,000	0	0
4275	Community Events	0	4,355	0	0	0	0	0	2,541	8,500	5,412	0
4276	Land Incursions	500	0	0	0	500	0	500	2,261	3,000	0	0
4280	Falklands Memorial Maintenance	500	0	0	0	0	0	0	0	0	0	0
4290	CIL Expenditure	0	2,070	0	0	0	0	0	0	0	0	0
Overhead Expenditure		266,750	284,861	0	0	304,765	955	305,720	211,120	351,193	5,412	0

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	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Total Budget Income	257,930	268,131	0	0	304,765	0	304,765	299,729	351,193	0	0
Expenditure	266,750	284,861	0	0	304,765	955	305,720	211,120	351,193	5,412	0
Net Income over Expenditure	-8,820	-16,729	0	0	0	-955	-955	88,609	0	-5,412	0
plus Transfer from EMR	0	16,248	0	0	0	0	0	2,540	0	0	0
Movement to/(from) Gen Reserve	(8,820)	(482)			0		(955)	91,149	0		