



# Highcliffe & Walkford Parish Council

## 26 August 2020

**Minutes of the Meeting of Highcliffe & Walkford Parish Council held this day at 6.30pm in The Old Schoolhouse, 254 Lymington Road, Highcliffe BH23 5ET**

**Present:** Cllr R Hutchings (Chairman), Cllr A Martin (Vice-Chairman), Cllr T Butcher, Cllr N Geary, Cllr L Harris, Cllr W McNeill and Cllr S Smith.

**Also Present:** T Jamieson (Clerk).

### Part 1 Open Items

<b>20/145</b>	<b>Apologies for Absence</b> - Cllr N Brooks,	<b>Action</b>
<b>20/146</b>	<b>Declarations of Interests</b> There were no declarations of interest declared by Members.	
<b>20/147</b>	<b>Minutes of Previous Meeting</b> Minutes of the meeting held on 29 July 2020 were taken as read, confirmed as a true record and signed by the Chairman.	
<b>20/148</b>	<b>Chairman's Remarks</b> – The Chairman reported: He had a conversation with the Scout Group Leader regarding the possibility of the scouts moving to new premises.  A request had been received from RHAA asking the Parish Council to serve a NTQ a plot holder whose behaviour was far below the standards expected and not acceptable. The Chairman proposed that a NTQ be sent, subject to legal advice giving reason as antisocial behaviour causing offence to other plot holders.	<b>Clerk</b>
<b>20/149</b>	<b>Matters Arising</b>	
a)	<b>20/109d Treasury Management</b> The Chairman reported an account had been set up with Teachers Building Society as shown in the Financial Statement. Further deposits would be made after receipt of the precept in October.	

b)	<p><b>20/108d Community Grants</b> The Chairman reported that applications had been received from 5 Community Groups to date and suggested that the sub-group meet the following week. Date to be confirmed.</p>	Clerk/BH/ AM/WMc
c)	<p><b>20/12 Highcliffe Castle Grant</b> The Chairman reported that Castle officers were able to add to the PC grant a sum that would enable them to raise a flagpole. It was agreed that half of the promised sum (£500) would be paid when the flagpole had been erected and the second £500 when CCTV is installed. Councillor Brooks has signified that he will match this.</p>	BH
20/150	<p><b>Planning Report</b> A detailed report had been circulated and comments noted. It was confirmed that after consultations between meetings no objection was made by HWPC to <b>Applications 8/20/0562 &amp; 0563</b> relating to 54 Chewton Way. It was agreed that a further objection should be made regarding <b>Applications 8/20/0251FUL &amp; LB</b> at 173 Lymington Road stressing previous objections and asking that the boundary wall splay be built in bricks that match the rest of the Grade 2 listed wall. It was agreed to support <b>Application 8/20/0520/COU</b> relating to 5 Poppy Close, fencing on previous amenity land now owned by applicant. The Chairman reported he had received communication from a resident regarding proposed new plans for the Jesmond Avenue site, which she felt were very acceptable.</p>	WMc  WMc
20/151	<b>To Receive Updates on Council Initiatives</b>	
a)	<p><b>Neighbourhood Plan</b> A paper had been circulated stating that there was still a lot of work to do. A pre-submission outline draft had been prepared and consultation options would be considered in September.</p>	
b)	<p><b>Pavements</b> Cllr Harris thanked Cllr Smith for her part in collecting a great deal of information and introduced a paper showing the results of the survey of roads and pavements in the Parish. Recommendations: a) That the sub-committee continues with next stage: <ul style="list-style-type: none"> <li>• By clarifying the pavement work scheduled by BCP Council</li> <li>• Identifying the order of priority of pavement clearance</li> <li>• Gathering evidence to support the submission of requested for Enforcement Notices re overgrown hedges</li> </ul> b) That a concerted, integrated approach be made to BCP Council to cover the following issues:</p>	

	<ul style="list-style-type: none"> <li>• Process to secure Enforcement Notices</li> <li>• Liability for making good surfaces disturbed by HWPC</li> <li>• Weed growth and control regime</li> <li>• Agreed plan for rectification of footpath southern end of Hinton Wood Avenue</li> <li>• Process for reporting significant pavement in respect of defects</li> <li>• Land ownership open spaces</li> </ul> <p>Members noted the contents and Cllrs Harris and Smith were thanked for their input.</p> <p>The Cllrs were asked to prepare a paper to go to BCP Council. The Clerk was asked to determine names and department details of those at BCP Council who may be involved in the above. A meeting will then be sought to progress all the issues identified.</p>	<b>LH/SS/BH Clerk</b>
<b>c)</b>	<p><b>Wingfield Pavilion Improvements</b></p> <p>The Chairman reported that a second detailed Budget estimate had been received from the surveyors with a lower estimate. Actual costs would not be known until tenders had been received for the work.</p> <p>Funding was still an issue and the Hawks were actively looking for grants. Agreed the Chairman will continue to progress this. It was reported that repairs to the roof and a light fitting had been completed at the pavilion and removal of the mould was to be carried out.</p>	<b>BH</b>
<b>d)</b>	<p><b>Fencing on A 337</b></p> <p>The Chairman reported that on receipt of the quotation for works St Mark's PCC had agreed to contribute £1,140 and with the £1000 contribution from Cllr Brooks there would be a shortfall of approximately £2,650. BCP Council refused to offer any financial assistance but the MD of Brentland had agreed to contribute £2,650+ but had asked that the fencing be continued to the Medical Centre.</p> <p>A further quote had been received and it was <b>unanimously agreed</b> to accept the quotation of £3,381 plus VAT from Ashley Tree Surgeons with the hope that further funding may be obtained.</p>	<b>Clerk BH</b>
<b>e)</b>	<p><b>Revitalise the High Street</b></p> <p>Cllr Martin reported that he and Cllr Brooks had met with various groups. A leaflet was being prepared and a consultation meeting was being planned with a possible date of 14 September 2020 in the Old School House.</p>	<b>AM/NB</b>
<b>20/152</b>	<p><b>Financial Report</b></p> <p>The Clerk introduced the report and asked that two further amounts be added to Payments Awaiting Authorisation as below: Bournemouth Water, Walkford Road Allotments - £920.01</p>	<b>Clerk</b>

	<p>Wingfield Recreation Ground - £415.49</p> <p>The report and above additional payments were unanimously approved by members.</p>	
<b>20/153</b>	<p><b>Risk Analysis</b></p> <p>The Chairman introduced a paper to show the risks that could arise on the transfer of Highcliffe recreation ground and the four play areas due to be transferred to the PC from BCP Council. It would be important to build up a reserve fund over 15 to 20 years to cover the cost of replacing the play equipment. After some discussion it was agreed that initially a sum of £3k be put into a sinking fund with the intention to increase this in stages over the years. A further £3k pa is to be reserved for the long term maintenance of the pavilion. The importance of copies of all inspection reports to be sent to the PC was stressed.</p>	
<b>20/154</b>	<p><b>Assets of Community Value</b></p> <p>The Chairman introduced a report outlining the Localism Act 2011 which gave communities the right to bid for buildings or land which they value in the community if they are intended to be disposed of by the owner. The Act required the principle authority to maintain a register of ACVs and should an owner decide to sell a registered property the community is given the opportunity to bid to buy and retain its community use.</p> <p><b>Suggested ACVs</b></p> <p>Chewton Common, Highcliffe Library, Old School House and Highcliffe Castle.</p> <p>The Chairman recommended that the PC consider launching a process to establish a list of ACVs in the Parish and to register them with BCP Council.</p> <p>Members were asked to bring back suggestion for the next meeting.</p>	<b>ALL</b>
<b>20/155</b>	<p><b>Community Speed Watch Initiative</b></p> <p>A paper had been circulated showing how the Community Speed Watch works.</p> <p>The Chairman reported that following the recent fatal accident in the village and the considerable speeding along Lymington Road the initiative should be considered.</p> <p>It was agreed that the PC should investigate, contact HRA, HATs and other organisations but also look at other ways of reducing speed ie better signage.</p>	<b>Clerk</b>
<b>20/156</b>	<p><b>Office Equipment</b></p> <p>The Chairman reminded members that the PC had made a grant to Highcliffe Residents Association in the in the form of chairs for the Old School House. A recent request had now been received asking for two trolleys to assist moving chairs in the</p>	

	<p>hall and a further request for the purchase of a “Fogger” to facilitate the cleansing of the hall during the Covid19 pandemic. Approximate costs: Trolleys £60 each, “Fogger” about £1000. Members were reminded that the Council’s published grant policy is not to permit more than one grant to an organisation in any year.</p> <p>Following discussion it was agreed that the HWPC would purchase two trolleys for its own use but not to purchase the “Fogger” as this would not represent good value for money.</p>	<b>Clerk</b>
<b>20/157</b>	<p><b>Website Accessibility</b></p> <p>The PC was notified that new legislation requiring all local authorities to review their websites to improve its accessibility for those with a disability. Particularly those with impaired eyesight or hearing.</p> <p>Our Webmaster had undertaken a thorough review of all our website content and has reported the need for some changes particularly in the use of different shade of colour. Changes have been made in test mode only pending Council approval.</p> <p>On the recommendation of the Chairman Members approved the changes.</p>	<b>Clerk</b>
<b>20/158</b>	<p><b>Date of next Meeting Wednesday 30 September in <b>Mudford Wood Community Centre</b> at 6.30pm.</b></p>	
	<p>There being no further business and no members of the public present members agreed to continue with Part 2 of the meeting.</p>	

Signed .....

Date.....