



Highcliffe & Walkford Parish Council

24 February 2021

Minutes of the Virtual Meeting of Highcliffe & Walkford Parish Council held this day at 6.30pm

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

Also Present: T Jamieson (Clerk) and 5 members of the public.

Public Participation – The Chairman invited members of the public to ask question or air their views before the start of the meeting.

One member of the public made comments regarding Planning Application 8/20/0965OUT Jesmond Avenue and a request to place a banner on the fencing along Lymington Road.

The Chairman thanked the speaker and stated that the matter would be discussed later in the meeting.

Part 1 – Open Items

21/23	Apologies for Absence – Apologies were received from Cllr N Geary	Action
21/24	Declarations of Interests – There were no Declarations of Interest.	
21/25	To Confirm Minutes of the Meeting Held on 27 January 2021 The Minutes were taken as read, confirmed as a true record and would be signed at a later date.	
21/26	Chairman's Remarks	
a)	The Chairman reported that he had received a copy of the Lease for the office at the Old School House. Some errors had been shown and in agreement with the HRA Chairman the draft had been returned to solicitors to rectify.	
b)	Despite continued efforts no Terms of Agreement had been received from BCP Council regarding the transfer of play areas and Highcliffe Recreation Ground. No objections had been received from members of the public and the matter would be discussed the BCP Council Cabinet Meeting in April. HWPC would not accept the transfer before seeing and agreeing Terms of Agreement. Cllr Brooks to follow up with BCP Council after receipt of details of all sites.	BH/NB
21/27	Matters Arising from Previous Meeting that are not otherwise included in the Agenda	
a)	21/04b Parish Seats The Chairman reported that it had been suggested that the refurbished benches should be placed at Lakewood, Walkford Road Allotments	

	and Highcliffe Recreation Ground when work completed by Mens Shed.	
b)	21/05b Social Media Group - Update The Vice Chairman reported that the Web Master had set up a Facebook page and he was working on the content with the Web Master and Christchurch TC. Cllr Brooks felt that the site should not be opened until the correct Protocols were in place. The Vice-Chairman was asked to produce a simple protocols draft.	AM
c)	21/05c Monitoring Climate Change The Chairman reported that the Clerk had been in touch with BCP Council who agreed to share their Climate Action Plan with the PC in the summer.	
d)	21/11 Bus Shelter Maintenance The Chairman presented a paper reporting that he had been in touch with BCP Council regarding the maintenance, cleaning and replacement of bus shelters within the Parish. BCP Council would give details of the replacement programme when developed. It was agreed that Members would identify the condition of all the bus shelters and prepare a priority list for BCP Council. A Facebook item to be prepared to inform residents.	BH/TB/WMc BH
e)	21/13 Vandalism The Clerk was instructed to follow up on signage and completion of the gate at Wingfield. Further enquiries would be made into the possibility of CCTV at Nea Meadow. It was agreed to place an order for a new notice board at Nea Meadow with Simon Dudley to supply and fit. Cllr Brooks offered a donation of £500.	Clerk BH Clerk NB
f)	21/09 Jubilee Trees Cllr Brooks asked for an update. Members had looked for suitable sites and would continue. Obvious open spaces were felt to be unsuitable.	
g)	21/13 Christmas Lights Cllr Brooks asked for an update. The Vice-Chairman reported that a meeting with the organiser would be arranged as soon as possible and he would then present a report to members.	
21/28	Planning Report	
	Cllr McNeill reported on the current position and it was agreed the following actions should be taken: 8/21/0126/REG Jesmond Avenue Following the comments made by a member of the public it was agreed that should 5 Members request a meeting to reconsider the decision made by the PC the Clerk would call an Extraordinary Meeting. (Note:6 Members made a request and Clerk called meeting) It was agreed that permission would not be given for banner on fence.	WMc Clerk

	<p>8/21/0056/FUL 336 Lymington Road Members were asked to pass comments to Cllr McNeill for response.</p> <p>Highcliffe School Plans A letter had been received from the Headteacher giving notice that a planning application was to me made for an indoor sports hall on the site of current tennis courts. Members expressed some concerns particularly regarding parking. It was agreed that the Chairman would write a response with input from Cllr Brooks.</p> <p>8/20/0892/FUL 29 Pine Crescent Approved by BCP Council Planning Committee</p> <p>8/20/1147/FUL Castle Keep Objections made.</p> <p>Cllr Brooks gave an update on various applications that had been considered by BCP Planning Committee and expressed his concerns over the transfer of green corridors, particularly on the Hoburne Estate, to residential gardens.</p>	<p>All</p> <p>BH/NB</p>
21/29	Updates on Council Initiatives	
a)	<p>Neighbourhood Plan Cllr Brooks reported that Pre-submission Consultation was running until 8 March 2021, and reminded members of the Parish Council Presentation of the final plan taking place at 6.30 24 March 2021.</p>	
b)	<p>Revitalise the High Street Cllr Martin reported that the PC was still waiting for a full report back from the BCP Cabinet Member for Transportation & Sustainability. It was agreed the Chairman write again asking for a full response.</p>	
21/30	<p>Financial Report The Clerk presented the Finance Report and asked Members to approve payments including amounts paid during the month for emergency works: Roeshot Hill AA £550 plus VAT and Walkford AA £180. Approved. The Clerk reported that she had approached brokers for quotations for PC General Insurance. Premiums quoted were considerably more than that quoted by current insurers, Zurich. The Bath Building Society Account has been opened. BP Council has confirmed that the next instalment of CiL of at least £34k will be paid in April.</p>	Clerk
21/31	<p>Council Vacancies The Chairman reported that the vacancies on the PC can only be filled by co-option as they do not qualify as Casual Vacancies. It was agreed that there was a requirement for the vacancies to be filled but that co-options should take place once face to face interviews can be held.</p>	
21/32	Date of next meeting Wednesday 31 March 2021 at 6.30pm	

<p>21/33</p>	<p>To consider passing a resolution to exclude the press and public present pursuant to the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the business.</p> <p>Proposed & Seconded Carried unanimously.</p> <p>The meeting closed at 8.02pm</p>	
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Signed

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