



Highcliffe & Walkford Parish Council

20th April 2022

Minutes of the Meeting of Highcliffe & Walkford Parish Council Meeting held this day at 6.30pm in The Old School House, 254 Lymington Road, Highcliffe.

Present: Cllr R Hutchings, Cllr A Martin, Cllr N Brooks, Cllr T Butcher, Cllr P Cranham, Cllr J Cooper & Cllr W McNeill.

Also Present: T Jamieson (Clerk). Cllrs L Dedman & P Hilliard and 1 member of the public.

Part 1 Open Matters

		Action
22/31	Apologies for Absence were received from Cllrs N Geary, L Harris & S Smith also B Harvey (Assistant Clerk)	
22/32	Declarations of Interests and Input from a Member of the Public There were no declarations of interest from members or input from members of the public.	
22/33	To Confirm Minutes of the Meetings Held on 23rd March 2022 The Minutes were taken as read, confirmed as a true record, and signed by the Chairman.	
22/34	<p>Reports from BCP West Highcliffe Councillors & the Chairman</p> <p>a) Cllr Dedman reported on a planning matter where the application was refused on the grounds that there were slow worms present on the site.</p> <p>b) Cllr Hilliard reported on rangers being more visible and looking at coastal paths from Avon Beach to the Bunny.</p> <p>c) Cllr Brooks reported on the following matters:</p> <ul style="list-style-type: none"> a) Objection had been received regarding the MCR site b) The sea front strategy had been signed off by BCP Council c) The site behind Roeshot Hill Allotments had been deemed suitable for 52 social houses d) The caravan on the Cliff Top was still occupied e) Contractors had commenced work at 20 Chewton Farm Road and was parking his vehicles in the road against the agreement made, he would follow this matter up. <p>d) The Chairman Reported</p> <ul style="list-style-type: none"> a) He was amazed that Highcliffe Castle had been closed over the Easter Holidays and it was agreed that a letter of complaint be sent to BCP Chief Executive. 	<p>NB</p> <p>BH</p>

	<p>b) The flower beds on the entrance to Rothsay Drive and the Castle were in a poor state since BCP Council took over responsibility and it was suggested that Castle volunteers could be approached to take on the tasks with possible funding from HWPC. He would follow up and bring back to next meeting.</p> <p>c) He asked that congratulations to the Assistant Clerk on completion of the first part of her training be recorded.</p>	BH
22/35	<p>Matters Arising from Previous Meetings that are not otherwise included in the agenda</p> <p>a) 22/19d Ukrainian Refugees. The Chairman reported that he was finding it very frustrating as he was unable to get any response from BCP Council regarding numbers of refugees within the conurbation or any useful information. He would try to ascertain how many had been housed in the area.</p> <p>b) The Chairman referred members to the draft management plan produced by Friends of Lakewood. It was agreed to approve the draft plan subject to three conditions:</p> <ul style="list-style-type: none"> • To give PC1 weeks advance notice of task days • To have Fire Officer approval to bonfires • To comply with Flood Officer not to affect lake outlet and only to plant Flag Iris. <p>The Clerk to congratulate the Friends of Lakewood on their ambitious plans and to give them approval with conditions as above.</p> <p>c) 22/20b – Bure Brook Volunteers. The Clerk was instructed to follow up the Planning Application with BCP Council stating that the application related to group TPO as per the report received from the Tree Officer.</p> <p>d) 22/20c Local Heritage List. The Chairman reported that the very comprehensive list had been sent to BCP Council, awaiting note of acceptance.</p> <p>e) 22/25 Churchyard Maintenance. Following discussions with the Vicar a letter had been received setting out the full details of the maintenance issues and an explanation of the high cost of maintaining the churchyards. Suggestions were made to the Church how more grave spaces could be found to extend the usable life by up to 4 years. After some discussion it was unanimously agreed that in recognition that the PCC is planning to extend the life of the Churchyard the grant of £5000 should be released and the PCC asked to report in 12 months on the success of the near term plan and future plans. The PC will consider further future grants following the report.</p> <p>f) 22/26 Wingfield Pavilion Telephone Line. It was unanimously agreed that a telephone line be installed at the pavilion subject to Hawks paying 50% of the monthly cost. The Clerk was asked to follow this up and to agree how the Hawks would pay their share.</p>	<p>BH</p> <p>Clerk</p> <p>Clerk</p> <p>BH/Clerk</p> <p>Clerk</p>

	<p>g) 22/27-28 Foreshore Matters. It was agreed that a meeting with Officers of BCP Council should be pressed to arrange a meeting to discuss the poor state of footpaths, the lack of benches along the foreshore and the future of Culmore steps.</p>	BH
22/36	<p>Ethical Standards. Following a review of Standards in Public Life report it was agreed to amend 5 policies for the Annual General Meeting in May and to set up administration procedure to effect changes:</p> <ul style="list-style-type: none"> a) Annually request views of the public via the website on the Code of Conduct. b) Publish a hospitality register on the website whenever gifts or hospitality are registered. c) Publish on the website all misconduct decisions with the required details. d) Enquire of BCP Council's CEO whether the procedures at BCP cover the requirement to provide advice, support and management of investigations on alleged breaches to parish councils. 	BH Clerk
22/37	<p>To receive Updates on Current Projects</p> <ul style="list-style-type: none"> a) Revitalise the High Street –Cllr Brooks was asked to press BCP Council for a response to the HWPC proposals. b) Transfer of Recreation Ground and Play Areas – The Chairman reported that here had still been no signs of cooperation from BCP Council. c) Neighbourhood Plan – Members agreed to adopt the Consultants option 2 to proceed with the Plan. Members also agreed to accept the cost implication of delays. d) BCP Council Local Plan. Nothing new to report. Waiting for feedback from BCP Council. 	NB NB BH
22/38	<p>Planning Report</p> <ul style="list-style-type: none"> a) Cllr McNeill reported on the current position and referred to the paper showing the latest information and updated members on current matters. b) Jesmond Avenue Application. A member reported he had been approached by the developer suggesting a meeting with the Parish Council. Following some discussion it was agreed that the Parish Council would put in an objection to the application and that they would not agree to a presentation by the Architect. c) Members noted the contents of a letter to BCP Council's CEO from a number of residents associations concerning the Planning Committee process at CBC. 	WMc PC
22/39	<p>Financial Report – Finance Balances & Payment of Accounts The Clerk presented the report and asked members to approve payments as set out. It was agreed that transfers should be made to Monmouthshire Building Society and Teachers Building Society from the Unity Trust Deposit Account to bring their levels up to £85K Unanimously approved.</p>	Clerk
22/40	<p>Draft Final Accounts for 2021/22. Some variations on the accounts were noted and the Draft Accounts were approved.</p>	

	<p>Members approved the establishment of three new reserve funds as below and to maintain the existing funds.</p> <p>New Reserve Funds:</p> <ul style="list-style-type: none"> a) Elections £1500 for current year and year 2023 b) Recreation Ground Play Areas £4000 current year and 2023 c) Neighbourhood Plan £2184 this was an underspend in 2021/22 year but will be required in current year. 	Clerk
22/41	<p>Contract Situation at Walkford Road Allotments. The Chairman reported that in the past the two Allotments Associations were treated differently by CBC. RHAA had received an annual grant from CBC and a contract existed between them. A new contract was redrawn to reflect the change of ownership.</p> <p>WRAA received no grant from CBC and received no contract. WRAA were awarded a grant by HWPC and invited to enter into a contract with the PC but preferred not to.</p> <p>It was agreed that the present arrangements under which WRAA carry out routine management tasks would continue without a formal contract and as a result of the close cooperation between HWPC and WRAA the PC would continue to make an annual grant at the same level as in 2021/22. The Clerk was instructed to inform Walkford Road Allotment Society.</p>	Clerk
22/42	<p>Update on Coastal Path Proposals</p> <p>Cllr Brooks stated that directional signs were required along the coastal paths and he was following the matter up with officers. The Chairman will also follow this up</p>	NB BH
22 /43	<p>Agreed to passing a resolution to exclude the press and public pursuant to the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the business to be transacted.</p>	
22/44	<p>Date of Next Meeting Wednesday 25th May 2022 in The Old School House at 6.30pm.</p> <p>There being no further business the Chairman closed the meeting at 7.47pm</p>	

Signed.....

Date.....