Marchwood Parish Council

Minutes of the Annual Meeting of the Parish Council held via the Zoom application on Monday 4th May 2020 at 7.30pm.

Councillors: Cllr R Young (Chairman) – in the Chair (P)

Cllr J Case (A) Cllr G Gant (P)
Cllr M Havercroft (P) Cllr D Hindle (P)
Cllr A Hoare (P) Cllr P Mballa (A)
Cllr M Proctor (P) Cllr M Saxby (P)
Cllr G Wright (P)

(P) Present (A) Absent

In attendance: Mr B Gibbs (Clerk to the Council)
Also present: one member of the public

To elect a Chairman of the Council for the municipal year 2020-21

21/01 The retiring Chairman sought nominations for the post of Chairman of the Parish Council. Cllr Proctor proposed Cllr Young with Cllr Hoare seconding this nomination. There were no other nominations received.

By a show of hands Cllr Young was elected Chairman of the Parish Council for the municipal year 2020-21.

Having been duly elected Chairman of the Parish Council, Cllr Young signed the acceptance of office declaration in the presence of the Clerk.

Apologies for absence

21/02 Apologies were received from Cllrs Case and Mballa as well as County Cllr Harrison and District Cllr Bennison.

Declarations of Interest

21/03 There was no declarations of interest recorded at this time.

Chairman’s report

21/04 Cllr Young welcomed everyone to the Annual Council Meeting. He then read a written report that is also is provided as an appendix to these minutes.

Public Participation

21/05 The member of the public present said she did not wish to speak on any matter.

Minutes

21/06 RESOLVED: To accept the minutes of the meeting held on the 9th March 2020 as a true record.
To elect a Vice-Chairman of the Council for the municipal year 2020-21

21/07 Cllr Hoare proposed Cllr Wright with Cllr Case seconding this nomination. There were no other nominations. By a show of hands Cllr Wright was elected Vice-Chairman of the Parish Council for the municipal year 2020-21

To consider the structure and membership of Committees for the municipal year 2020-21

21/08 RESOLVED: the following councillors were appointed to the Amenities Committee for the municipal year 2020-21

Cllr Gant, Cllr Havercroft, Cllr Hoare, Cllr Proctor, Cllr Wright, Cllr Young (ex-officio).

21/09 RESOLVED: the following councillors were appointed to the Policy & Resources Committee for the municipal year 2020-21

Cllr Case, Cllr Hindle, Cllr Hoare, Cllr Mballa, Cllr Saxby, Cllr Young (ex-officio).

21/10 RESOLVED: the following councillors were appointed to the Planning Committee for the municipal year 2020-21

Cllr Case, Cllr Havercroft, Cllr Hindle, Cllr Hoare, Cllr Mballa, Cllr Saxby, Cllr Young (ex-officio).

To appoint a Chairman for each Committee for the municipal year 2020-21

21/11 RESOLVED: Cllr Proctor was elected as Chairman of the Amenities Committee for the municipal year 2020-21.

21/12 RESOLVED: Cllr Saxby was elected as Chairman of the Planning Committee for the municipal year 2020-21.

21/13 RESOLVED: Cllr Hindle was elected as Chairman of the Policy and Resources Committee for the municipal year 2020-21.

To consider the appointment of representatives to outside bodies 2020-21

21/14 RESOLVED: the following councillors were appointed as representative of the Parish Council to the following outside bodies.

- Scout & Guide Build Committee: Cllr Young
- Marchwood Community Association: Cllr Hindle
- New Forest Association of Local Councils: Cllr Hoare
- Public Transport Liaison Committee: Vacancy
- Waterside Citizens Advice: Vacancy
- Age UK: Vacancy
- New Forest Environmental Protection Liaison: Cllr Hoare & Cllr Young
- New Forest Consultative Panel: Cllr Proctor
- Waterside Youth Steering Group: Cllr Case & Cllr Young
- The Handy Trust: Cllr Case, Cllr Hoare & Cllr Young (ex-officio)
- Marchwood Twinning Association: Cllr Proctor
- Waterside Heritage: Cllr Proctor
- Marchwood Fete: Cllr Mballa
- Marchwood Youth Group: Cllr Case, Cllr Hindle
District Councillor reports

21/15 Cllr Hoare provided a brief report. Waste recycling and roadside collections have returned to normal and the street scene department is working normally. This department is responsible for dealing with fly-tipping incidents.

Parish Council and Lloyd Trustee Insurance Schedules

The Clerk spoke about the Parish Council’s insurance policies that are due for renewal at the end of May 2020. At the same time the Lloyd Recreation Ground Trust’s insurance policy is due at the same time. There were four policies to consider.

- Core Policy Summary for the Parish Council including Employer liability and public liability.
- Core Policy Summary for the Lloyd Recreation Ground Trust including Employer liability and public liability.
- The Engineering and Construction policy for the Parish Council.
- The Parish Council’s Motor Vehicle Policy.

The Clerk told the meeting that the total cost of the core policies would be £5,883.42 with the motor vehicle and engineering insurance policy costing £2,187.46. He continued saying these figures were within budget.

21/16 RESOLVED: to approve the renewal of the Parish Council’s insurance policies from 1st June 2019 at a cost of £3,811.28

21/17 RESOLVED: to approve the renewal of the Parish Council’s motor vehicle and engineering insurance policy from 1st June 2019 at a cost of £2,187.46

21/18 RESOLVED: to approve the renewal of the Lloyd Recreation Ground Trust’s insurance policies from 1st June 2019 at a cost of £2,178.58

Orders for Payment April & May 2020

21/19 RESOLVED: The Parish Council approved the Orders for Payment that were outstanding up to the date of the meeting.

The Clerk referred members to Appendix A in their briefing pack.

Income & Expenditure as at 31st March 2020


The Clerk referred members to Appendix B in their briefing pack that showed the summary of the Income and Expenditure up to the 31st March 2020.

Income & Expenditure against budget as at 31st March 2020

All minutes are draft until approved by the Council at the next meeting
The Clerk referred members to Appendix C in their briefing pack that showed the Income and Expenditure against budget (listed by Cost Code) up to the 31st March 2020.

**Balance Sheet as at 31st March 2020**

21/22 **RESOLVED:** The Parish Council noted the Balance Sheet report as at 31st March 2020.

Members were told that the Balance Sheet up to the 31st March 2020 was Appendix D in their briefing pack.

**Bank Reconciliations as at 31st March 2020**

21/23 **RESOLVED:** The Parish Council noted the Parish Council’s Bank Reconciliations as at 31st March 2020.

Lloyds Bank Instant Access Account £73,984.86

Lloyds Bank 30 Day Notice (Treasurers) Account £57,772.93

Members were told that the Bank Reconciliations up to the 31st March 2020 was Appendix E in their briefing pack.

**Exempt Business**

21/24 **RESOLVED:** in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personnel or confidential matters where publicity might be prejudicial to the special nature of the business.

There were no exempt matters to discuss.

There being no further business the meeting closed at 8.14pm.