

NEW MILTON TOWN COUNCIL

MINUTES OF A MEETING OF NEW MILTON TOWN COUNCIL HELD ON MONDAY 28 MARCH 2022 AT 6.30 PM AT NEW MILTON TOWN HALL

Councillors:	p K E Craze (Chairman)	p R Murrow (Vice-Chairman)
	p M Brownsea	D A Rice-Mundy
	p G R Blunden	p D Samber
	S J Clarke	p V E Schooling
	p M Craze	A D O'Sullivan
	S P Davies	D N Tungate
	p D E Hawkins	C V Ward
	p R A Reid	p J G Ward
	p A W Rice	p H Wallis-Dowling

In Attendance:

G Flexman - Town Clerk

H Ormerod – Administrative Assistant

S King – Town Development Manager

The Chairman welcomed Councillors, a County Councillor, 3 Officers, a press representative and one member of the public.

116. APOLOGIES - Cllrs S J Clarke, S P Davies, A O'Sullivan, D N Tungate, D Rice-Mundy and C V Ward.

117. MAYOR'S ENGAGEMENTS & CHAIRMAN'S ANNOUNCEMENTS

Cllr K Craze as Mayor reported on the following recent engagements:

15 th February	Attended a meeting of the Platinum Jubilee Working Group
16 th February	Attended a zoom meeting with the Residents' Association regarding the Neighbourhood Plan
11 th March	Vice-Chairman Cllr Murrow attended a tree planting ceremony at Ballard School
13 th March	Attended Residents' Association AGM with other Councillors and the Town Clerk
20 th March	Attended the Town Council's annual Civic Service at Our Lady of Lourdes Church
21 st March	The Mayor's consort attended the New Milton Music Festival final

The Chairman reported that arrangements had been made for a Jubilee window display competition and results would be announced on 3rd July. A Jubilee Civic Service was being organised and the New Forest Crematorium would be holding open days in early April.

118. DECLARATIONS OF INTEREST - None119. MINUTES

The Chairman referred to the minutes of the Town Council Meeting held on 14 February 2022 and moved their adoption.

It was,

RESOLVED:

That the Minutes of the Town Council Meeting held on 14 February 2022, previously circulated, be signed by the Chairman as a correct record.

The Minutes were duly signed.

120. CORRESPONDENCE

The Town Clerk referred to the following items of correspondence:

- i) An e-mail from Alan Watson on behalf of the Lions Club providing financial details in support of the Platinum Jubilee events taking place on 2 June 2022. The Town Clerk said the preliminary budget looked in order, showing a breakeven situation, and so a payment of £3,500 as previously agreed would be sent this week.
- ii) A letter from Nick Hanmer, Honorary Secretary of New Milton Rugby Club who reported that at its recent monthly meeting their Committee had reconsidered its position and agreed to make the Club available for use by the Youth Club with effect from May 2022.
- iii) Emails from a couple of residents seeking recompense, having experienced debris damage from council-owned trees. Our advice was to seek payment from their household insurance, but that did not cover some items that were less than their excess, with one resident claiming £280.25 and another looking for £50 excess to be re-imbursed.

Members advised that we do not pay but take appropriate legal advice.

- iv) Two emails regarding the Ukrainian crisis seeking advice and direction from the Town Council as far as bringing Ukrainian orphans to this country are concerned, setting up a scheme to match people offering accommodation with those who need it, and providing a local co-ordinated approach to collect, sort and ship supplies to Poland and Ukraine as part of the humanitarian effort needed at this time.

Members suggested signposting them to HCC / Government websites.

121. QUESTIONS - None122. REPORTS BY COUNTY AND DISTRICT COUNCILLORS

HCC Cllr Fran Carpenter provided updates on the following:

- Signage work had been undertaken in Barrs Avenue
- Work to install an informal crossing point and path at Brook Avenue was underway
- Patch work was to be undertaken at Station Road
- A large section of the New Milton to Milford Road 3058 was to be resurfaced
- The A35 bridge at Holmsley would be open to traffic by easter and all associated work including landscaping completed by the end of June
- Over the next 2 years HCC would have to make some difficult financial decisions however it would be crucial to protect core services namely adult and children services
- A new County Council leader would be appointed by 19th May 2022.

NFDC Cllr J Ward had attended Waste Strategy Group meetings and together with NFDC Cllr Craze, had attended a meeting at which it was agreed to endorse the Solent Freeport project.

NFDC Cllr G Blunden had attended a Community Partnership and Wellbeing O & S Panel providing an update on the Council's response to the recent storm and safer new forest's key objectives. Following a meeting of the Police and Crime Commissioner's Panel, he had attended a meeting to discuss local concerns including vandalism, criminal damage and the need to increase police visibility. He had also attended a meeting of the Queen's Platinum Jubilee working group and tree planting as part of the Queen's green canopy. He had attended the opening of Jubilee House at Ashley, which was a temporary accommodation facility for single homeless people. To date 37 new units had been opened across the district.

NFDC Cllr K Craze reported that there would be an Executive Management Team meeting on 10th May at which the plans for refurbishing a list of public conveniences, including Barton beach, would be discussed. He reported that the District Council had been awarded a grant of £200,000 to improve changing facilities for disabled users at Brockenhurst, Ringwood and Hythe. He had attended a TPO hearing at Fordingbridge and he had been appointed Vice-Chair of the Corporate Affairs and Local Economy Overview and Scrutiny Group.

123. COMMITTEE REPORTSa) Planning Committee

Cllr R A Reid, Vice-Chairman of the Planning Committee, submitted the minutes of the Committee meetings held on 17 February, 3 and 17 March 2022 and moved their adoption.

Cllr Rice referred to minute 201 and declared an interest as a member of the Conservative party.

Cllr Reid referred to Minute 204 and to a recent hit-and-run fatality last Friday along Old Milton Road. Cllr Reid proposed the Town Council invest in 4 additional Speed Limit Reminders (SLRs), and members agreed to this.

It was then

RESOLVED: That this request be referred to the Amenities Committee.

[Post Meeting Note: Motions cannot normally be moved without 10 days' written notice, and decisions cannot normally be made without all Cllrs being given prior notice to consider matters (SO's 17 to 22 Apply). **MOTIONS WITHOUT NOTICE** are covered under **STANDING ORDER 23**, and it was suggested under **SO 23 g) To refer this to Amenities]**

RESOLVED:

Minutes 200 to 231 inclusive of the meetings held on 17 February, 3 and 17 March 2022 be received.

b) Amenities Committee

Cllr D Hawkins, Vice-Chairman of Amenities Committee submitted Minutes of the meeting held on 28 February 2022 and moved their adoption.

Cllr K Craze referred to minute 129 regarding further work required at the Station Masters House and reported that agreement had been received from Network Rail to fund repairs to the wall at a cost of approximately £180,000.

RESOLVED:

Minutes 113 to 133 inclusive of the meeting held on 28 February 2022 be received.

c) Finance and General Purposes Committee

Cllr R A Reid, in the absence of both the Chairman and Vice-Chairman of the Finance & General Purposes Committee, submitted the Minutes of the Committee Meeting held on 14 March 2022 and moved their adoption.

RESOLVED:

Minutes 100 to 116 inclusive of the meeting held on 14 March 2022 be received.

d) Executive Committee

Cllr K E Craze, Chairman of the Executive Committee, submitted Minutes of the Committee Meeting held on 9 March 2022 and moved their adoption.

Regarding minute 75 the Town Clerk reported that HCC had confirmed acceptance of the proposal for Village Green status in respect of Long Meadow proper (excluding Barton Common, buildings and car park area).

RESOLVED:

Minutes 69 to 78 inclusive of the meeting held on 9 March 2022 be received.

124. SCHEDULE OF PAYMENTS

The Schedule of Payments, previously circulated, was submitted for Council approval. It was unanimously,

RESOLVED:

That the Schedule of Payments No 07/21/22 in the sum of £156,905.59 for the period 1 January – 28 February 2022 be approved.

The Schedule of Payments was duly signed.

125. REPORTS FROM MEMBERS SERVING ON EXTERNAL ORGANISATIONS

As the New Milton Town Council representative on the "Indian Army Remembrance Obelisk" Party at Barton, Cllr M Craze updated the Council as the wish is to erect a Flagpole that can be used to fly either the Indian State Flag or Indian Army Flag at times of Remembrance or Service. The Chair of this Party, Goff Beck, has already updated the Town Clerk as funding will be sought from NMTC, through the current NMTC Committee System.

The local Twinning Association is holding its AGM at the Guide Hut along Lake Grove Road on 8 May 2022, and Cllr B Murrow confirmed representatives from Canteleu will be visiting New Milton from Thursday 12 to Monday 16 May 2022, lunching at Rhinefield House on Sunday 15 May 2022 to which all are invited.

126. TOWN DEVELOPMENT MANAGER

The Town Development Manager presented a written report, previously circulated, which was noted by members. The report provided updates on local footfall, work on the Neighbourhood Plan and the High Street and Social Infrastructure Fund including a 3-year programme of socially prescribed diabetic-friendly cookery lessons that has now received Government funding. The Chairman expressed heartfelt thanks to the Town Development Manager.

127. ANNUAL MEETING - Monday 9 May 2022 at 6.30 pm in the Town Hall.

ANNUAL TOWNS MEETING (not a Council meeting) takes place Friday 29 April from 6.30pm.

Council Chairman thanked members of the public for attending and closed the public part of the meeting at 7.45pm, moving into Private Session with members agreement.

PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

The Chairman moved that the public be excluded from the meeting for the following item of business pursuant to section 1 of the Public Bodies (Admissions to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

128. PRIVATE SESSION

The Chairman explained that Sgt Kevin Pearson was unable to attend, and he sent his apologies, together with an update regarding ASB and criminal damage around the town. There are some ongoing issues around youth crime, and Police assured Cllrs there is robust action being taken behind-the-scenes.

They are working closely with NFDC regarding CCTV at the Recreation Ground and elsewhere, as highlighted on Appendix 2 - Risk Assessments that the Town Clerk circulated to members, as attached. Members noted the actions being taken, especially the multi-agency approach to tackling problems with ASB and

RESOLVED: That Police be invited to attend the Annual Meeting on 9 May, and Town Council adopt the Risk Assessments for 2022-23, as attached.

There being no further business to discuss, the Chairman thanked everyone for attending and closed the meeting at 8.10 pm.

Chairman _____ Date _____

Distribution:

Town Councillors

District Councillor Mrs J L Cleary

County Councillors M Kendal, F Carpenter, K Mans

New Milton Police

Press

Alan Watson – Focus & NMRA

Mark Jeffries – Estates & Facilities Manager

Town Council Meeting

28.03.22

RISK ASSESSMENTS 2022-23

The Town Council uses an updated version of Local Council Risk Assessment (LCRS) software program that was originally installed to help identify and address a small number of potential risks.

The program now covers up to 50 risk areas from allotments to websites identifying 300+ potential risks facing local councils. Some risk areas such as burial grounds and cemeteries do not apply to New Milton and are discounted. In 2021-22, some 37 risks were identified.

This latest Risk Assessment review was undertaken by the Town Clerk from 22.03.22. The likelihood of each risk arising and the impact on the Council were considered in turn. If the likelihood was low it scored 1, medium 2, high 3. If the impact was low it scored 1, medium 2, high 3.

By way of exception reporting 20 main risk areas are highlighted below:

1. Allotments – Covering inspection of 5 allotment sites, & over 100 plots
2. Bonfires – Public safety and control of numbers attending such events
3. Bus Services – Ensure adequate funding of a CANGO booking system
4. Bus Shelters – Ensure cleanliness ongoing maintenance, replacement
5. Car Parks – Minimise fly-tipping & ensure safety of all ground surfaces
6. Commons – Ensure safe grazing and maintain security of open access
7. Computing - Homeworking protocol plus office PCs now have cameras
8. Data Protection –GDPR compliance & ongoing system security checks
9. Drainage – Minimise risk, work with Environment Agency NFDC / NPA
10. Staff- Adequate resource needed Neighbourhood Plan implementation
11. Governance – General Power of Competence (GPC) to be maintained
12. Land – Protect all Sites of Importance for Nature Conservation (SINC)
13. Land – Long Meadow ‘proper’ now has Village Green status protection
14. Meetings – Duty to hold meetings and adhere to Equality Diversity Act
15. Shelters & Seats - Budget replace/renew bus shelters on phased basis
16. Recs – Reporting ASB / vandalism via New Forest Safety Partnership
17. MUGA area – Ensure adequate CCTV security measures are in place
18. Play Areas – Ensure adequate and regular inspections are carried out
19. Community Facilities – Plan & provide new youth+family Hub buildings
20. Skatepark – Multi-agency approach to tackling problems with ASB, etc

As a result of using updated software, individual Action Plans have now been drawn up for each risk detailing actions to be taken to reduce all of the 43 risks identified. It has helped highlight risk areas such as ASB / vandalism on Recreation Grounds, the need for CCTV, multi-agency working with the New Forest Safety Partnership. These are new, and ongoing risks that need to be addressed for the foreseeable future.

RECOMMENDED:

Town Council adopts the Risk Assessments for 2022-23.