



Landford Parish Council

Minutes of the meeting held on 12 August 2020 at 7:15pm
Held by video conference (in order to protect the health and safety of councillors and members of the public during the COVID-19 pandemic)

Councillors present: Nik Bishop (NB), Ken Parker (KP), David Wilson (DW), John Bonney (JB), Joy Proctor (JP) and Geoff Hewson (GH)

Plus: Melanie Camilleri (MC) – Clerk/RFO

- 98/20** **Apologies for Absence:** Glen Keirl (GK)
- 99/20** **Declarations of interest:** None
- 100/20** **Minutes:** the Minutes of the Parish Council's Extraordinary General Meeting held on 29 July 2020 were approved and signed
- 101/20** **Planning and Treeworks**
Applications received were considered - see attached Planning Schedule for decisions
- 102/20** **Councillor vacancies**
NB proposed seconded by JP and unanimously resolved to advertise the two vacancies with the view to carry out an informal interview before co-opting at the 09 September meeting.
- 103/20** **HR Matters**
- i) The outcome of the HR Committee Meeting held 07 Aug 2020 regarding the Clerk's revised contractual hours and pay were communicated to the councillors.
 - ii) JP proposed, seconded by NB and resolved unanimously that GH be appointed as the 3rd member (and Chair) of the HR Committee. GH accepted this appointment.
 - iii) Consideration to revised contracts:
 - a. Hamptworth Service (Garth Everett): approved
 - b. Handyman: GH to discuss contract renewal with Chris J - availability to do work and hourly rate of pay. At this stage, ad hoc jobs to be granted to JFM Maintenance rather than via an annual contract.
 - c. Landford Public Toilets cleaning (Julie King): approved
- 104/20** **Landford Rec Grd and NML Play Park**
- i) Efficacy of Risk Assessment and public compliance with Public Notice since facilities re-opened considered satisfactory
 - ii) Consider request from Bramshaw Cricket Club to use:-
 - a. Landford field (for car parking). NB proposed, seconded by JP and resolved unanimously to decline request. MC to suggest they approach Landlord Village Hall and Methodist Hall seeking permission to use their car parks.
 - b. Pavilion (for First Aid and changing room) and c. Pavilion tables and chairs: The councillors expressed concerns around the ability to use these facilities safely given public places are not yet opening due to risks of CV19. NB proposed, seconded by JP and resolved unanimously to decline request.

105/20

Finances and Cheques

- i) NB proposed, seconded by JP and resolved unanimously to approve the Cash Flow Report and authorise payments. DW will sign cheques and pass to KP for 2nd signature.

Payee	Detail	Amount £ (incl vat)	Method
Pennon Water Services	Water for Pavilion	2.50	DD
Hills Waste Management	NML Reading Room bin collection	10.98	DD
Suez	NML Bin Collection	62.30	DD
M Camilleri	Monthly gross salary (65hrs) + hol pay	968.45	S/O
1&1	50Gb email storage + website name renewal 2 years	6.00	DD
Bawdens	Grass Cutting	177.16	846
J.K.Murray	Internal Audit	155.00	847
S.J.Aplin Playgrounds	Hip-Hop repair	631.20	848
Lynda Waltham	Expenses (postage)	7.84	849
Idverde	Landford Rec Grd bin emptying	97.15	850
M.Eastwood	Grass Cutting NML	390.00	851
M Camilleri	Expenses and parts for zip wire repair	106.90	852
Total debit		£2,615.48	

Receipts	Detail	Amount £	Deposit Ref.
Lynda Waltham	CV19 Emergency Fund (test) repayment	1.00	BACS
Total credit		£1.00	

- ii) Requests from the Speedwatch Team:-
- a. KP proposed, seconded by NB and resolved unanimously to authorise spend for 50% cost batteries (£64.82). Shared cost with Whiteparish PC.
 - b. Councillors are happy in principle to proposal for Wiltshire Highways to place a removable post for SID deployment on New Road (position to be agreed). Estimate £800-£1,000. KP to obtain quote and present to LPC for approval
- iii) DW and KP are remaining members of the Finance Group. Third appointment to be made once new councillors have been co-opted. MC to prepare the draft Budget 2021/22 and send to DW and KP before the 09 Sept meeting for the Finance Group to consider.
- iv) NB proposed, seconded by JP and resolved unanimously that KP will be 2nd signatory to authorise online payments with Unity Bank and Nationwide Business Savings Account.

106/20

Councillor Reports:

GH: Roads: New Road, Stock Lane, Glebe Lane will have substantial repair work, Giles lane appears to have been done by Hampshire road. MC to post note on website.
Phone Box: Garth has made a start by washing and rubbing down the paint work, there will be a lot more preparation to do before Painting. Polycarbonate panels are due this week.

DW: Reminded the Landford Rec Grd sign needs replacing. GH to obtain quote.

107/20

To receive a report from Councillor Randall (Wiltshire Council): Activity in Wiltshire Council significantly reduced due to August recess/holidays. Reminded Clerk/Councillor to continue to keep him up to date on all matters in LPC.

108/20

Correspondence and any urgent matters

- i) New Forest Ambassador Scheme: MC provided details. NFNPA links to be placed on LPC website and FB page.
- ii) Disabled Toilet modification to be CV19 compliant: a discussion took place as to scope of works and product selection. NB proposed, seconded by GH and resolved by a majority to scope, products & consumables, and to instruct Handyman (Chris J) to carry out as a matter of urgency. DW to send MC website links to products and consumables. MC to instruct Julie King to commence contract immediately facility is open.

109/20

Date of the next meeting

The next **Landford Parish Council** meeting will be held on **Wednesday 09 September 2020 at 7:15pm** by **Video Conference**

Being no further business, NB closed the meeting at 8:43pm.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING