

MILLAND PARISH COUNCIL

Chairman: Mr. Jeremy Parker
Clerk: Miss Viki Williams
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MINUTES of the Meeting of MILLAND PARISH COUNCIL held on Thursday, 13th May 2021 in Milland Memorial Hall

Present: Mr. J Parker (in the Chair) (CJP), Mr. C Stopher (CS), Mrs. M Truss (MT), Sir J Wigram (JW), Mrs J Pilkington (JP), Mrs. S Hoar (SH), Mrs. L Myles (LM)

899. Apologies –Mr. M Cusack and Mr A Farley. District Councillor P. Wilding

900. Election of Chairman 2021-22 – Mr J Parker was elected Chairman.
 Nominated by Mrs. M Truss and seconded by Mrs J Pilkington. **Agreed.**

901. Chairman's Declaration of Acceptance of Office – Signed by Mr Parker.

902. Election of Vice-Chairman – Mr Cusack– Nominated by Mr. C Stopher, Seconded by Sir J Wigram. **Agreed.**

903. Casual Vacancy due to resignation of Mr Nigel Cartwright – no election called – **Co-Option of Louise Myles**

904. Declaration of personal or prejudicial interests –

1. Mr. A Farley - SDNP/20/03136/FUL - Wardley Farm Cottage Wardley Lane Milland GU30 7LX
2. Mr. J Parker - SDNP/21/00262/HOUS - Tuxlythe House, Milland Lane, Milland, GU30 7JN

905. Appointment of members to serve on committees for 2021-22

(Chairman ex-officio on all committees)

Finance and General Purposes - Parker (C), Cusack, Farley, Truss, and the Clerk

Planning – Stopher (C), Farley, Wigram, and Pilkington

Environmental & Amenities - Cusack (C), Hoar and Myles

906. Appointment of representatives - The following appointments were made:

Milland Memorial Hall – Maureen Truss	Borden Village Hall – John Wigram
Milland Bonfire Group – Jeremy Parker	Milland Tennis Club – Alastair Farley
Milland Stores – Sir J Wigram	Hollycombe School – Sue Hoar
Milland Sports Club – Colin Stopher	

907. Geographical Areas of Responsibility -

Milland Lane North of Crockers/B2070	- Louise Myles
Wheatsheaf/Foley/Forest Mere/Ripsley	- Maureen Truss
Hollycombe/Wardley/Lambourne	- Alastair Farley
Cartersland/Stretton's Copse/Fernhurst Rd	- Julia Pilkington
Millvale Meadows	- Colin Stopher
Drakeleys Fld/Pennels Close/West Meade	- Colin Stopher
Iping Road/Titty Hill Cnr/ the Hollies	- Matt Cusack
Rake Road & Pennels Bridge/Cooks Pnd Rd	- John Wigram
Borden & Rindle Wood	-John Wigram

c) Report on Internal Audit for Accounts 2020-21 – **See attached summary of points for attention.**

The internal audit had been carried out in accordance with the Council's needs and planned coverage. The Clerk reported that she had worked closely with the new internal auditor (Mark Mulberry). The audit raised a few queries regarding compliance of which the Clerk is now aware and these will be addressed. The council will undergo an interim audit in the autumn to ensure all recommendations have been complied with.

Action: Clerk

d) Insurance Renewal – The Clerk informed the Council that the PC insurance was due for renewal in June. The quote by BHIB includes only a £5 increase on last year. The Clerk recommended that as this is her first year in post she would urge the Council to remain with BHIB and that next year, further quotes would be obtained. **AGREED.**

Action: Clerk

e) Annual Governance and Accountability Return (AGAR) – In preparation for the external audit, the clerk presented the completed AGAR paperwork for approval and signatures. **AGREED and SIGNED.**

The **Notice of Conclusion of Annual Audit** and **Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return** will be displayed on the noticeboard and website.

Action: Clerk

914. Other Administration

a) Website update and Logo Approval – The Clerk updated the Council on the website production and thanked all Councillors for their feedback on colours and logo. She reported that the website design questionnaire had been completed and all decisions on design and content were in place but a final decision is now needed on the inclusion of a logo, with two outstanding questions:

1. Whether the Council wish to create a logo and
2. If a logo is to be designed which quote is to be approved?

Any logo design would be fully owned by the Council and could therefore be used on all Council correspondence and publicity. The three quotes obtained are:

- Vision ICT - £300-£500
- Ann Childs - £300
- Freelance - £60+

- Following on from work undertaken prior to the meeting, there was a discussion regarding the design. It was agreed that the piers coming into the village were important and the other key features were the valley and the sun associated with The Rising Sun. There was a discussion as to whether the logo should include the 'Milland Parish Council' or just an image.
- CJP stated that a key point of the MPC business plan is to improve communication and both the website and the use of a logo would promote this.
- It was asked whether the logo could be used more widely in association with the Milland Valley News. CS disagreed with this as the Council should have the right to criticise. It was **AGREED** that any logo should be exclusively for MPC and not for Milland as a whole.
- It was **AGREED** that the logo should be commissioned, and that Ann Childs be awarded the contract. Clerk was instructed to ask for two options one with the wording and one without.

Action: Clerk

b) Broadband – JW summarised the current status of the Broadband Scheme:

- As of May 2021 there are now 3 applications in with Openreach (OR), covering all areas in the valley.

- The 3 applications are at different stages with the next big step for all being in person surveys carried out by field surveyors.
- JW confirmed that moving forward it had now been confirmed that the vouchers are to continue with the same values (Department for Digital Culture, Media and Sport (DCMS) - £1,500 and County Council £2,500), businesses will receive more.
- Even with the progress made, it will be at least another 12 months before any works are carried out.
- There is still concern that residents who have previously shown interest may still drop out at the voucher pledging stage. JW therefore proposed further communication with residents to remind them that this is a community project for the good of the village – **AGREED**.

Further discussion:

- As voucher pledging must take place before the surveys, a question was asked about the possibility of the final post survey costing being higher than the estimated cost. Wigram concluded that this is a possibility but an extremely unlikely one and historically the cost estimate has been reduced post survey.
- CS questioned whether the list of businesses previously approached by the Neighbourhood Plan committee are stepping forward. JW explained that the OR list of properties, which is a rather dated and inaccurate in places, did not in fact list any businesses in the Parish but this would be addressed with OR.
- JP raised concern that the improvements to the broadband would mean an increase in cost for the provision of internet. Wigram confirmed that the answer to this is not clear as it cannot be accurately predicted. Once vouchers are pledged the pledging properties will have to pay for the higher speed broadband in place, but that this should only see a small increase in the cost of internet provision.
- There was a discussion regarding the logistics of actually carrying out the works. JW confirmed that the copper wire used for landlines would remain and would run next to the fibre.

Action: Clerk / Sir J. Wigram

c) Code of Conduct (CoC) – Previously emailed for comment. AF had made some comments, CJP was asked to remove anything above PC level and to keep it as short as possible. Clerk to apply comments to the document and resend to all.

Action: Clerk

d) Annual Parish Assembly – Summary of APA preparations:

- JW confirmed that Timothy Clarkson (OR) would not be able to attend and speak in person but is happy to attend by Zoom. It was **AGREED** that Clarkson be contacted to confirm Zoom attendance, which is to be broadcast on the projector screen.

Action: Clerk / Wigram / Parker

915. Planning – Cllr Stopher

- **1796/FUL** Change of use from forestry to mixed use. Smugglers Copse Borden - *In Progress*
- **03136/FUL** Demolition of the existing and erection of a new two-storey residential dwelling, swimming pool and 1 no. outbuilding. Wardley Farm Cottage Wardley Lane Milland - *In Progress*
- **05588/LDE** - Application from the owner of Bobbolds Farm to change the agricultural occupancy condition on Plantation Cottage - *In Progress*
- **05404/PRE** – Pre-application for a four bedroom family home, Timberleys Farm, Wardley Lane – *In Progress*
- **00786/LIS** – Replacement roof covering with new red brown plain clay tiles to match existing – *In Progress*
- **00937/PRE** – Demolition of existing stable block and erection of 1 no. single storey ancillary building – *In Progress*
- **00647/PRE** – Redevelopment of the site to facilitate a change of use from a pub to a single residential dwelling (4 bedroom) this will include 1-2 rooms downstairs to be used for medical consultations. The existing function room will be demolished and replaced by a 2 bedroom annexe

with the associated 4 letting rooms to be retained and upgraded, along with associated works. – *In Progress*

- **00262/HOUS 00263/LIS** – Replacement two storey side and rear extensions including a partial basement, with associated external alterations, Tuxlythe House, Milland Lane – *In Progress*
- **00786/LIS** – Replacement roof covering with new red brown plain clay tiles to match existing – *In Progress*
- **00937/PRE** – Demolition of Existing stable block and erection of 1 no. single storey ancillary building – *In Progress*
- **01286/HOU** – Detached double garage and store – *In Progress*
- **01342/HOUS** – Outdoor swimming pool – *In Progress*
- **01508/FUL** – Erection of single storey outdoor learning shelter – *In Progress*
- **01702/LIS** – Installation of internal stair lift – *In Progress*
- **00839/HOUS** – Replacement of an existing summerhouse/studio complete with photovoltaic panels – *In Progress*
- **01387/HOUS** – Demolition of existing conservatory and erection of single storey rear extension and internal alterations – *In Progress*
- **02126/TPO** – Crown lift by 5m and reduce width by 2m on 2 no. oak trees (T1 and T2) Area A1, subject to ML/71/00714/TPO – *In Progress*
- **01799/HOUS** – Amendment to SDNP/16/01708/HOUS for introduction of fireplace and chimney and the installation of slide and swing patio doors at the rear rather than bi-fold doors – *In Progress*
- **01954/FUL** – Construction of a replacement two storey dwelling – *In Progress*
- **02146/HOUS** – Replacing existing dilapidated stable block with new oak framed single storey ancillary building – *In Progress*

Action: Mr. C Stopher

Planning discussions held at the meeting:

- CJP asked that any potential development application on the land at the back of Strettons Copse be highlighted should it arise, as this lies outside of the settlement boundary.

Neighbourhood Plan Update:

- CS stated that the next task is to review the Projects section in Appendix II which he has studied in some detail. He believes these can best be reviewed at a physical meeting of the Review Group. He stated that he hoped to arrange a NP meeting before the APA in June.
- He did voice his concerns that too many changes to the plan would require Planning Officer approval which would be costly in time and money. CJP stated that he believed it was important that we demonstrate that the plan is being reviewed but did not envisage any major changes.

Action: Mr. C Stopher

916. Environment & Amenities and Highways matters

a) Manorial Waste Milland Lane – CJP read out a draft of the letter to be sent to the resident who has erected the fence.

- This stated that the PC had concerns that access to the land must not be restricted further and that it must not be closed off with a gate or further fencing.
- A question was asked as to whether the fence should remain in place as it implies the land is private which it is not. Parker explained that action to remove the fence would inevitably require legal advice and funds would need to be allocated for this.
- It was agreed that the Clerk should contact WSALC for advice.
- CS asked whether SDNP Planning department had been contacted to which the Clerk responded that they had not been contacted. It was agreed he would therefore contact them.

Action: Clerk / Mr. J Parker

b) Litter Pick – The Clerk reported on the successful spring litter pick carried out by the Councillors at the end of March. She thanked all the Councillors for their efforts and also reported her thanks to CDC who had removed the rubbish before 0830 the Monday after the litter pick weekend.

Action: None

c) Speed Indicators on B2070 – MT had previously asked by email whether Speed Indicator Devices (SIDs) could be considered for the stretch of the road by the Ripsley and Milland junctions. CJP stated that as this part of the road is de-Restricted it would not be possible. There was a discussion as to whether the speed limit might change with the possible development of the Black Fox Inn, but this again seemed unlikely as that part of the road is between a dual carriageway and a necessary 60mph stretch.

Action: None

d) Trees on Milland Lane – The Clerk reported that the three alder trees which had been dangerously leaning over Milland Lane had been removed by Rob Findlay and paid for by Hollycombe House as the trees were on their property.

Action: None

e) Oak Tree opposite Pennels Close – CS previously emailed the Clerk to report a resident's concern regarding a large oak tree opposite Pennels Close (on the land owned by Great Trippets). It was reported that the tree was in a dangerous condition, needed either the removal of the dead branches or felling and that it had been dying back for many years. The Clerk informed the Council that she had had someone to inspect the tree who confirmed that it is dying and would become extremely dangerous over the next few years. Although the tree mostly leans away from the road, one large branch is in danger of falling on to the road. Clerk to contact Trippets Estate Manager.

Action: Clerk

f) Fence at Westons Farm – The Clerk reported that the fence had been reported to Highways (as it impedes on their portion of the verge). Highways have now written to the owners of the property to ask that the fence be removed / moved further into the property.

Action: None

917. Parish Notices

SH reported that 18-26 September 2021 is 'the Great Big Green Week'. It was suggested the Environment and Amenities group meet to discuss possible stalls outside the shop to support this. She is to contact MC and discuss a plan to move forward.

Action: Mrs S. Hoar

918. Date of next meeting – 03 June 2021 (Annaul Parish Assembly) 6pm at Milland Memorial Hall

Chairman: _____ Date : _____

These Minutes are unconfirmed until signed by the Chairman.