



# REDLYNCH PARISH COUNCIL FULL PARISH COUNCIL MEETING MINUTES

Redlynch Parish Councillors met on 8<sup>th</sup> September 2020 at 7.15pm for the Ordinary Parish Council Meeting. Due to the current government coronavirus response, the meeting was held virtually via Zoom<sup>1</sup>.

<sup>1</sup> (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 allows for remote meetings through “electronic, digital, virtual locations and telephone conferencing”)

**PRESENT:** Cllrs Bennett, Budworth (Chair), Horbury, Newton, Peacock, Stride and Voss.

**IN ATTENDANCE:** Jill Horsburgh, Mrs Nicky Ashton (Parish Clerk) and Unitary Cllr Leo Randall joined the meeting at 7.30pm.

## PUBLIC QUESTION TIME

There were no public questions or statements.

**20.48 APOLOGIES FOR ABSENCE** - To receive and accept apologies for absence:

There were no absences.

**20.49 DECLARATIONS OF INTEREST** - To receive declarations of interest in respect of matters contained in this agenda in accordance with the Localism Act 2011 and to agree any dispensation requests:

Cllr Horbury declared a non-pecuniary interest in planning application 20/05962.

**20.50 COUNCILLOR VACANCY** - To receive an application from Jill Horsburgh for the Councillor vacancy (due to the resignation of Cllr Baker-Beall) and to approve her co-option:

Members **RESOLVED** to approve the co-option of Jill Horsburgh. Due to it being a virtual meeting, members **RESOLVED** to agree to receive her signed Declaration of Acceptance of Office before the next meeting and agreed for her to join the meeting.

**20.51 ADOPTION OF THE MINUTES FOR MEETING HELD ON 11<sup>th</sup> AUGUST 2020:**

Redlynch Parish Council Members **RESOLVED** to accept the minutes of the meeting held on 11th August 2020 as a true record and they were signed by the Chair (Cllr Horsburgh abstained).

**20.52 CHAIRMAN'S ANNOUNCEMENTS:**

Cllr Budworth thanked Cllr Bennett for fixing the tap at the allotments.

Cllr Budworth advised Cllrs to be vigilant when using their council email addresses as there have been issues of Cllr email accounts being hacked nationally.

**20.53 CLERK'S REPORT:**

- Planning Applications from last month for West View, Yew Tree Lodge and Halton were all approved. No decision as yet for Windrush and still no decision for Templeman's farm or Hedgerows.
- Pavement works currently taking place St Birinus Rd, Mitchells Close and Herbert Rd.
- The details of the new police team including photos were included in the Parish Council's article for this month's parish magazine. These details still need to be added to the website.
- The Clerk has chased the police regarding the proposed hub but no response as yet.



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- The Clerk met with the Parish Steward yesterday and he has agreed to cut back encroaching vegetation on Footpath 11. He will also complete the salt bin audit.
- The new springer parts have been delivered for Lover.
- Enquiry received about a bench at the cemetery.
- There has been no call for an election to fill the vacancies advertised as a result of Cllrs Blocksidge and Simpson's resignations and the Parish Council are now able to co-opt to fill the vacancies.

**20.54 PLANNING APPLICATIONS** – To agree recommendations for the planning applications as listed in the schedule below (i):

Members agreed the recommendations as detailed in the schedule.

**20.55 QUARTERLY BUDGET REVIEW** – To receive a review for the period 1<sup>st</sup> Apr to 30<sup>th</sup> Jun 2020.

The Clerk provided the expenditure figures against budget for the first quarter.

**20.56 BANK RECONCILIATION** – To receive and approve the bank reconciliation for Qtr 1 (1st Apr to 30th Jun 2020):

Members **RESOLVED** to approve the quarterly bank reconciliation for 1st Apr to 30th June 2020 and the total bank balance at 30th June 2020 of £68509.93 was noted.

**20.57 CHEQUE SIGNATORIES** – To agree signatories for the Council's bank accounts:

Members **RESOLVED** to add Cllr Voss as a cheque signatory.

**20.58 STREET NAMEPLATES** – To receive a further update to previous agenda item 20.40 and to agree the maximum cost of £1200 to refurbish all the street nameplates in the parish and to apply to CATG for funding:

Cllr Horbury provided an update on a recent meeting held with representatives from the Lover Repair Café. It was agreed that street nameplates situated on the roadside or in close proximity to the road would be removed by the Parish Steward. The Clerk has been in contact with Wiltshire Highways who have provided agreement to the nameplates being removed and repaired.

Members **RESOLVED** to approve the refurbishment of the street nameplates and to apply to CATG for £600.

**20.59 WEBSITE ACCESSIBILITY REQUIREMENTS WCAG 2.1** – To discuss and agree a way forward to ensure the Parish Council website meets the accessibility requirements:

A discussion took place regarding the requirements for public sector bodies to ensure their websites meet the requirements. For smaller Parish Council's such as Redlynch it was felt that there are grounds for the requirements being classed as a disproportionate burden.

The Clerk has been in contact with the website designer and a review of the website was carried out. An option is to include a disability icon which allows for the text to be altered assisting users with sight issues but does not include a text to speech facility.

Members **RESOLVED** to approve the addition of the disability icon at a cost of £75 and the Clerk will add an Accessibility Statement which will acknowledge the site does not fully comply with the requirements but the Parish Council will continue to review the situation.

**20.60 CHRISTMAS TREE** – To discuss and agree to have a parish Christmas Tree at Bowers Hill:



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Cllr Horbury put forward her proposal for a tree at Bowers Hill. A discussion took place and issues of possible vandalism, insurance implications and groundworks were raised. Overall, it was felt that due to these unprecedented times a Christmas Tree would be a boost for the local community especially being close to the local primary school. Members **RESOLVED** to approve a sum of £2500 subject to receiving an up to date quotation for an electrical connection from SSE, timescales involved and checking there are no adverse insurance implications.

**20.61 BOOK EXCHANGE PHONE BOXES** – To discuss and agree to reopen the telephone box book exchanges:

Due to the ongoing pandemic it was agreed to keep the boxes closed for the time being. The Clerk will confirm the ongoing closures in the next article for the parish magazine. A further discussion took place regarding the usage of the boxes as book exchanges due to ongoing issues with books being dumped on the floors resulting in wet and mouldy books and unsuitable material being left in the boxes. This will be raised within the parish magazine article seeking feedback from parishioners as to whether or not the book exchanges should continue.

**20.62 FOOTPATHS** – To agree what action if any to take regarding overgrown footpaths in the parish:

The Clerk reported that she had met with the Parish Steward yesterday on site at Footpath 11 to ask if he could cut back the overgrown vegetation which he agreed to do.

A discussion took place regarding landowners responsibilities to keep footpaths clear and it was agreed annual letters should be sent in September (once the hedge cutting ban ceases on 31<sup>st</sup> August) to advise them that hedges can now be cut. Letters will be sent to the landowners of identified priority paths in the parish.

**20.63 REMEMBRANCE DAY PARADES** – To consider an email received from the local Royal British Legion regarding arrangements for future Remembrance Day Parades:

The Royal British Legion has advised local branches they should not be organising Remembrance Parades and this should be carried out by the local authority. Historically, the parade for Redlynch Parish has been arranged by the local Royal British Legion in collaboration with the Parish Council. Members **RESOLVED** to organise future parades (including provision of necessary insurance cover), which would still be in collaboration with the local branch but with the Parish Council taking responsibility.

**20.64 WW2 COMMEMORATIVE BENCH** – To consider installing a second bench at Bowers Hill War Memorial:

Cllr Horbury proposed the installation of a WW2 Commemorative bench at a cost of £1021 (including delivery). Members **RESOLVED** to approve the purchase and installation of a bench. It was agreed to approach the local Royal British Legion to enquire if they would be willing to contribute as previously happened with the WW1 bench installation.

**20.65 ZIPWIRE** – To agree to the installation of a zipwire at Redlynch Playing Fields as previously discussed (phase 3 of play equipment updates):

It was agreed the Redlynch Playing Fields Committee should be approached prior to agreeing to the installation of a zipwire.

**20.66 FITNESS TRAIL** – To consider installing a fitness trail in the parish as previously discussed (phase 4 of play equipment and parish projects):



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It was agreed that possible funding streams should be investigated, costings for various suitable pieces of outdoor equipment obtained, the identification of suitable locations and the necessary permissions are sought. Once this information has been obtained this agenda item will be discussed again at a future meeting.

**20.67 CHANGES TO THE PLANNING SYSTEM CONSULTATIONS** – To agree to respond:

It was agreed the Clerk put together responses and circulate to Cllrs for approval before submitting.

**20.68 MONTHLY PAYMENTS** - To approve the following payments listed in the Schedule below (ii):

Members **RESOLVED** to approve the payments as listed in the schedule.

**20.69 DATE AND VENUE OF NEXT MEETING** – 13<sup>th</sup> October 2020, venue to be confirmed.

With no further business the Chair closed the meeting at 8.46pm.

**(i) SCHEDULE OF PLANNING APPLICATIONS**

APPLICATION NO.	LOCATION AND APPLICATION DETAILS	ON NFNPA/WC WEBSITE	MEMBERS DECISION	PARISH COUNCIL RESPONSE REQUIRED BY
20/00533	Spring Cottage, The Row, Redlynch, SP5 2JT - Roof alterations, 3No. dormers and 1No. rooflight to facilitate first floor habitable floorspace; porch; alteration to front door; 1No. new window; demolition of chimney	Yes	Members <b>RESOLVED</b> to <b>OBJECT</b> as contrary to Core Policy DP36	7 <sup>th</sup> Sept 2020
20/05962	1 Kyte Croft Cottages, Primrose Lane, Woodfalls, SP5 2NB - small extension to rear of house , to sit between previous rear extension and neighbours wall( new extension due to start )	Yes	Members <b>RESOLVED</b> to <b>SUPPORT</b> the application (Cllr Horbury abstained).	10 <sup>th</sup> Sept 2020
20/00559	Redwings, Black Lane, Lover, SP5 2PH - Replace 6No. windows (Application for Listed Building Consent)	Yes	Members <b>RESOLVED</b> to <b>SUPPORT</b> the application (Option 3)	11th Sept 2020

**(ii) SCHEDULE OF MONTHLY PAYMENTS FOR APPROVAL**

PAYABLE TO	AMOUNT	VAT	TOTAL	DETAIL
Mr M Wade	11.00	0.00	11.00	Website (Sept)
Staffing Costs	1470.84	0.00	1470.84	Staffing Costs
Fence Stores Ltd	1000.00	200.00	1200.00	RVH Asset Grant