



## REDLYNCH PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING MINUTES

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**Redlynch Parish Councillors met on 18<sup>th</sup> May 2021 for the Annual Parish Council Meeting at Redlynch Village Hall starting at 7:15pm.**

**PRESENT:** Cllrs Bennett, Horbury, Newbery, Peacock, Romain, Stride and Voss.

**IN ATTENDANCE:** Kate Budworth (outgoing Chairman), Unitary Cllr Zoe Clewer and Nicky Ashton (Parish Clerk).

### **PUBLIC QUESTION TIME**

There were no members of the public present.

Prior to the start of the meeting Cllrs signed their Declaration of Acceptance of Office of Councillor.

Also prior to the start of the meeting Cllr Bennett presented Kate Budworth with a gift from past and present Cllrs and the Clerk, to thank her for her time as Cllr and for carrying out the Chairman role for the past five years.

#### **21.01 TO ELECT A CHAIRMAN FOR 2021/2022:**

Members **RESOLVED** to elect Cllr Horbury. Cllr Horbury duly signed her Declaration of Acceptance of Office of Chairman.

#### **21.02 TO ELECT A VICE CHAIRMAN FOR 2021/2022:**

Members **RESOLVED** to elect Cllr Romain.

#### **21.03 COUNCILLOR VACANCY - To receive an application from Dave Bennett for one of the Councillor vacancies following the Election and to approve his co-option:**

Members **RESOLVED** to approve the co-option and Cllr Bennett signed his Declaration of Acceptance of Office of Councillor and joined the meeting.

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

The Clerk informed members that Trevor Watkins has regrettably advised her that he is no longer able to take up his position as a Cllr due to a change in his work commitments. He is more than willing to assist the Council in any way he can but cannot at present provide the time and support he feels the position of Cllr requires.

#### **21.05 DECLARATIONS OF INTEREST - To receive declarations of interest in respect of matters contained in this agenda in accordance with the Localism Act 2011:**

There were no declarations of interest or dispensation requests received.

#### **21.06 ADOPTION OF THE MINUTES FOR MEETING HELD ON 4<sup>th</sup> MAY 2021:**

Redlynch Parish Council Members **RESOLVED** to accept the minutes of the meeting held on 4<sup>th</sup> May 2021 as a true record and they were signed by the Chair.

#### **21.07 CHAIRMAN'S ANNOUNCEMENTS:**

There were no announcements.

#### **21.08 REPRESENTATIVE REPORTS:**

**Stockman and Woodlands Trust – Cllr Bennett**



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A recent meeting took place with Cllr Bennett and Cllr Horbury agreeing to continue as Chairman and Vice Chairman respectively. There have been requests received for funds which are currently being reviewed.

### 21.09 CLERK'S REPORT:

- Planning Applications from last month – Locks Farm no decision as yet. Tower House was approved. Still no decision for Templeman's Farm.
- Benches now installed at Redlynch Playing Fields and a re-dedication service is taking place at 2pm on Saturday, 12th June 2021. All Cllrs past and present are invited to attend.
- Letter from Bramshaw and Godshill Parish Councils regarding Average Speed Camera Project on the B3078 and inviting Redlynch Parish Council to support the project by writing to the Chief Constable of Hampshire Police.
- Walking Football – as part of the Get Out, Get Active project there will be a Walking Football taster session on Monday 7th June from 1.00pm – 2.00pm open to everyone at Redlynch Playing Fields.
- Reports received of anti-social behaviour taking place at the site of the Parish Council owned bench at the top of Kiln Lane.
- Results of Elections – Zoe Clewer was elected to present Redlynch and Landford and Richard Clewer, the Wiltshire Cllr for Downton, is now the Leader of Wiltshire Council.
- Signs at Loosehanger – one has come down and old signs need removing.
- Lover Garage Sale taking place this year 3rd July
- Temporary Road Closure of Apple Tree Road and Orchard Road 9th June – 18th June for resurfacing works.
- Temporary Road Closure anticipated to take place between 5th July 2021 and 18<sup>th</sup> July for Bowers Hill, Grove Lane and Timberley Lane, Redlynch, from its junction with B3080 to its junction with Vicarage Road for surface dressing and associated maintenance.
- Current temporary road closure C336 Witherington Road, Witherington from its junction with Tunnel Hill to its junction with Barford Down Farm Road from yesterday until 21<sup>st</sup> May between the hours of 9:30am and 15:30pm. New application received for Foundary Farm, Kiln Lane

### 21.10 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.

### 21.11 TO CONSIDER AND APPROVE NOMINATIONS FOR PARISH COUNCIL REPRESENTATIVES:

- (a) Morgan's Vale Village Hall Committee (1)  
Members **RESOLVED** to appoint Cllr Stride.
- (b) Redlynch Village Hall Committee (1)  
Members **RESOLVED** to appoint Cllr Newbery.
- (c) Chalk Pit Management Committee (3)  
Members **RESOLVED** to appoint Cllrs Bennett, Horbury and Romain.
- (d) Redlynch Playing Fields Association Committee (2)  
Members **RESOLVED** to appoint Cllr Voss and Cllr Peacock to attend meetings in Cllr Voss's absence.
- (e) Lover Green Sub-Committee (1)  
Members **RESOLVED** to appoint Cllr Voss.
- (f) South Wiltshire Area Board (2)  
Members **RESOLVED** to appoint Cllrs Newbery and Romain.
- (g) Community Area Transport Group (1)  
Members **RESOLVED** to appoint Cllr Newbery.
- (h) Stockman and Woodlands Charitable Trust (1)



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Members **RESOLVED** to appoint Cllr Bennett (Cllr Horbury will also attend meetings as she is currently Vice Chair of the committee).

- (i) New Forest Consultative Panel (1)  
Members **RESOLVED** to appoint Cllr Newbery.
- (j) North West Quadrant of the National Park (1)  
Members **RESOLVED** to appoint Cllr Horbury.
- (k) Downton Link (1)  
Members **RESOLVED** to appoint the Clerk.
- (l) Neighbourhood Tasking Group (2):  
Members **RESOLVED** to appoint Cllr Horbury and the Clerk.

### 21.12 TO AGREE COUNCILLOR RESPONSIBILITIES FOR 2021/2022:

Members **RESOLVED** the responsibilities as follows:

- Grove Lane Lawn Cemetery – Cllr Bennett.
- Quavey War Memorial – Cllr Bennett.
- Bowers Hill War Memorial – Cllr Horbury.
- Allotments – Cllr Horbury.
- Bus Shelter at Harthill – Cllr Peacock.
- Bus Shelter opposite Woodfalls Shop – Cllr Stride.
- Lover Telephone Box – Cllr Romain.
- Woodfalls Telephone Box – Cllr Stride.
- Monitoring of Public Rights of Way – Cllr Bennett (responsibility of Wiltshire Council and landowners).
- Monitoring of Public Highways – Clerk to liaise with Parish Steward.
- Finance – Cllr Voss
- Play Equipment Inspections – Cllr Peacock (Lover) and Cllr Stride (Redlynch Playing Fields).
- Tree Inspections – Cllr Bennett.
- Monitoring of Loosehanger Site – Cllr Peacock.
- Monitoring of land at Elmfield Close – Cllr Bennett
- Monitoring of land at Morgan's Vale (used as school car park) – the Clerk.
- Wells and Springs – Cllr Bennett.

### 21.13 TO REVIEW AND ADOPT AMENDED STANDING ORDERS:

Members **RESOLVED** to adopt the amended Standing Orders.

### 21.14 TO REVIEW THE FINANCIAL REGULATIONS:

Members reviewed the Financial Regulations and no amendments were required.

### 21.15 TO REVIEW AND ADOPT THE FOLLOWING POLICIES:

Members **RESOLVED** to adopt the policies listed below.

- **EQUAL OPPORTUNITIES POLICY**
- **GRIEVANCE PROCEDURE POLICY**
- **DISCIPLINARY PROCEDURE POLICY**
- **LONE WORKER POLICY**
- **LITTER PICK RISK ASSESSMENT**
- **CODE OF CONDUCT**



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### 21.16 TO REVIEW AND AGREE THE INSURANCE POLICY RENEWAL AND INSURABLE RISKS FOR 2021/2022:

Members **RESOLVED** to appoint Cllr Voss and the Clerk to carry out a comparison of the three insurance quotations received and for them to choose the most appropriate insurance provider based on cost and suitable coverage.

### 21.17 TO APPROVE MEETING DATES AND VENUES FOR 2021/2022:

Members **RESOLVED** to approve the meeting dates and venues.

### 21.18 TO AGREE THE COUNCIL'S ANNUAL MEMBERSHIP OF WALC AND NALC:

Members **RESOLVED** to agree the annual membership.

### 21.19 TO APPROVE LIGHTER TOUCH AS THE COUNCIL'S INTERNAL AUDITOR FOR 2021/2022:

Members **RESOLVED** to appoint Lighter Touch.

### 21.20 TO RECEIVE A FINAL BUDGET REPORT FOR 2020/2021:

The Clerk provided members with the final budget figures for 2020/2021.

### 21.21 TO RECEIVE AND APPROVE THE FINAL QUARTER AND YEAR END BANK RECONCILIATIONS FOR 2020/2021:

Members **RESOLVED** to approve the bank reconciliations for the final quarter and year end.

### 21.22 ALLOTMENT UPDATE – To receive an update on the works at the allotment and to approve a proposal from allotment holders for the planting of fruit trees:

Cllr Horbury provided members with an update on a recent meeting held with allotment holders regarding the clearance works the Parish Council are carrying out. Allotment holders had put forward a proposal to plant fruit trees in a newly cleared area of the allotment. Members discussed the proposal with concerns being raised regarding the future maintenance of the trees with changes in allotment holders. Members **RESOLVED** not to approve the planting of fruit trees.

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

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

### 21.24 DATE AND VENUE OF NEXT MEETING – Ordinary Parish Council Meeting 8<sup>th</sup> June 2021 at Redlynch Village Hall starting at 7.15pm.

Prior to closing the meeting Cllr Horbury congratulated Unitary Cllr Clewer on her election as the Wiltshire Cllr for Redlynch and Landford. Unitary Cllr Clewer spoke to thank the outgoing Unitary Cllr Leo Randall and to also thank the electors of Redlynch parish. She pledged to assist where she can and liaise with Wiltshire Council if required.

**With no further business the Chair closed the meeting at 8.23pm.**

#### (i) SCHEDULE OF PLANNING APPLICATIONS

APPLICATION NO.	LOCATION AND APPLICATION DETAILS	ON NFNPA/WC WEBSITE	MEMBERS DECISION	PARISH COUNCIL RESPONSE REQUIRED BY



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<b>PL/2021/03316</b>	McQueen House, Slab Lane, Woodfalls, SP5 2ND - Single Storey Rear Extension	Yes	Members <b>RESOLVED</b> to SUPPORT the application.	28 <sup>th</sup> May 2021
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**(ii) SCHEDULE OF MONTHLY PAYMENTS FOR APPROVAL**

<b>PAYABLE TO</b>	<b>AMOUNT</b>	<b>VAT</b>	<b>TOTAL</b>	<b>DETAIL</b>
Wiltshire Association of Local Councils	844.01	168.80	1012.81	Annual subscription for WALC and NALC
Hills Waste Solutions Ltd	14.29	2.86	17.15	Cemetery waste collection (April)