



REDLYNCH PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING MINUTES

Redlynch Parish Councillors met on 9th May 2023 for the Annual Parish Council Meeting at Redlynch Village Hall at 7.00pm.

PRESENT: Cllrs Bennett, Bowler, Harvey, Newton, Peacock, Romain (Chair) and Stride.

IN ATTENDANCE: 5 members of the public, Unitary Cllr Zoe Clewer (Wiltshire Council and NFNPA) and Mrs Nicky Ashton (Parish Clerk).

PUBLIC QUESTION TIME

Two members of the public spoke to raise their concerns regarding large vehicles using Primrose Lane, the speed of traffic along the lane and the width of the lane being reduced due to overgrown hedges. It was a country lane to serve the farm and cottages and not appropriate for the traffic which is now using it.

Report from Unitary Cllr Zoe Clewer:

- Visited and tried out adapted bikes with PEDALL 26Apr23. Promoting their work in the local area to those that may wish to use their facilities at Burley and Ashurst.
- Celebrating Age – Redlynch event 5th of 5 events.
- Parish Council report from WC circulated.
- A new Wellbeing Group is starting on 18th May, 1-3pm at Whiteparish Memorial Centre. Contact Dawn at Whiteparish Surgery on 01794 884269 for more details.
- Community grants OPCC [Local community groups can now apply for funding \(wiltshire-pcc.gov.uk\)](http://wiltshire-pcc.gov.uk)
- Ask the Leader of the Council event taking place on 17th May, 6pm – 7.30pm at Bourne Hill, Salisbury.

PC Murphy sent his apologies for not being able to attend the meeting.

23.01 TO ELECT A CHAIRMAN FOR 2023/2024:

Members **RESOLVED** to elect Cllr Romain. Cllr Romain duly signed her Declaration of Acceptance of Office of Chair.

23.02 TO ELECT A VICE CHAIRMAN FOR 2023/2024:

Members **RESOLVED** to elect Cllr Harvey. Cllr Harvey duly signed his Declaration of Acceptance of Office of Vice Chair.

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

There were no apologies.

23.04 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.

23.05 ADOPTION OF THE MINUTES FOR MEETING HELD ON 11th APRIL 2023:

Redlynch Parish Council Members **RESOLVED** to accept the minutes of the meeting held on 11th April 2023 as a true record and they were signed by the Chair.

23.06 CHAIRMAN'S ANNOUNCEMENTS:

The Coronation events were well attended and I hope everyone had a good weekend.

23.07 REPRESENTATIVE REPORTS:



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Downton Link – Cllr Bowler

In April there were 69 requests for drivers and all requests were met.

Cllr Bowler expressed concerns regarding potentially at risk clients and who best to contact.

Unitary Cllr Clewer suggested contacting local Wiltshire Cllr who can make a referral to the Safe Guarding Officer.

Speed Watch – Cllr Bowler

Sessions carried out have been limited due to weather and team member availability however a new member is joining the team. A session was carried out on 13th April, with 222 vehicles monitored and 9 being over the threshold. As yet there has been no follow up visit from the Traffic Enforcement Officer. The SID panel has been in operation again but unfortunately the data downloaded was corrupted and couldn't be submitted to the pilot scheme. Due to length of battery life Cllr Bowler is obtaining a quotation for solar panel.

Redlynch Playing Fields – Cllr Peacock

The newly installed solar panels are working well. Moving forward with the upgrading of the showers and resurrecting their 5yr plan. There has been some flooding of the car park recently.

Lower Green – Cllr Peacock

Maintenance works have been carried out with the garage being repainted, a new Lower Green sign installed on the Churchill gate entrance and will be carrying out works to the hedges.

23.08 CLERK'S REPORT:

- Planning Applications , McQueen House approved. No decision as yet for Springfield, 10 Hillcroft, 6 Valley close, Staddles, Golden Inn and Hillcrest. The plans for Hillcrest have been changed with a reduction in size of the dormers and porch.
- Cameron's Cottage – online meeting held with Senior Community Development Officer about making contact with youth to attend the event at Cameron's Cottage. She will be coming to the parish to carry out some door knocking.
- Coronation Mugs presented to the pre-school and the mugs for the primary school will be presented on Friday when the school has its celebratory picnic.
- Memorial Stones – 5 families out of 13 have been in contact so far regarding stones which were highlighted as having movement.
- Online meeting held with Celebrating Age Wiltshire to discuss a free event in Redlynch. Flyers have now been produced which the Clerk will distribute to local groups to find out what people would like to have as an event.
- Email received regarding dogs being in the play area at Redlynch Playing Fields – contacted Redlynch Playing Fields Association who confirmed dogs are not allowed on the field or in the play area and advised the parishioner accordingly.
- The Silent Disco takes place next week on Thursday 18th May.
- Post and Sign placed at top of Bowers Hill are to be removed by Wiltshire Highways – email received to advising action will be taken.
- Black Lane – Cllr Bennett raised issue of flooding on Black Lane which Clerk referred to Highways. Email received to say have to wait to have JCB to carry out works which will be done by Milestone.
- Wiltshire Council Planning Peer Review – event being held to review planning services and make recommendations for improvement.
- Query received regarding fingerpost which has appeared at top of Lodge Drove, enquiries made and it has been installed by New Forest National Park.

23.09 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.



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- 23.10 PRIMROSE LANE** – To discuss and agree possible signage options as proposed by Wiltshire Council's Traffic Engineer which would be subject to Wiltshire Council's agreement (as the Highway's authority) and costs:

Discussions took place regarding the signage options and other possible solutions to raise awareness of the unsuitability of the lane for large vehicles and to warn drivers of the narrowness of the lane. Members **RESOLVED** to request signage stating "Unsuitable for HGV's"; Single Track Road with No Passing Places and No Footpath as the first step. It was also agreed to pursue a request to make the lane "Access Only" from both directions and to possibly contact landowners after bird nesting season to cut back hedges.

- 23.11 PICKET FENCING** – To discuss the installation of white picket fencing as you enter the parish from Hampshire border:

A site visit will be carried out before the June meeting to establish what fencing would be required in terms of style and length to be able to obtain quotations. Concerns were raised regarding costs and future maintenance. It was agreed to approach National Grid to enquire whether they would be able to provide funding as part of their current Grant programme.

- 23.12 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 Harvey
- (c) Chalk Pit Management Committee (3):
Members **RESOLVED** to appoint Cllrs Bennett, Harvey and Romain.
- (d) Redlynch Playing Fields Association Committee (2):
Members **RESOLVED** to appoint Cllrs Peacock and Romain.
- (e) Lover Green Sub-Committee (1):
Members **RESOLVED** to appoint Cllr Peacock
- (f) South Wiltshire Area Board (2):
Members **RESOLVED** to appoint Cllrs Newton and Romain.
- (g) Local Highways & Footways Improvement Group (formerly known as Community Area Transport Group) (1):
Members **RESOLVED** to appoint Cllr Romain.
- (h) Stockman and Woodlands Charitable Trust (1):
Members **RESOLVED** to appoint Cllr Bennett.
- (i) New Forest Consultative Panel (1):
Members **RESOLVED** to appoint Cllr Newton.
- (j) North West Quadrant of the National Park (1):
Members **RESOLVED** to appoint Cllr Newton.
- (k) Downton Link (1):
Members **RESOLVED** to appoint Cllr Bowler.
- (l) Neighbourhood Tasking Group (2):
Members **RESOLVED** to appoint Cllr Romain and the Clerk.

- 23.13 TO AGREE COUNCILLOR RESPONSIBILITIES FOR 2023/2024:**

Members **RESOLVED** the responsibilities as follows:

- Grove Lane Lawn Cemetery – Cllr Bennett.
 - Quavey War Memorial – Cllr Bennett.
 - Bowers Hill War Memorial – Cllr Romain.
 - Allotments – Cllr Bennett, Cllr Peacock and the Clerk.
 - Bus Shelter at Harthill – Cllr Peacock.
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- 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 Lead – Cllr Harvey
- 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.
- Community Speed Watch – Cllr Bowler
- SID Panel – Cllr Bowler
- Defibrillators – Cllr Bowler

23.14 TO REVIEW AND APPROVE STANDING ORDERS:

Members **RESOLVED** to approve the Standing Orders with an amendment to the reviewing of policies which will be carried out in line with a policy review schedule.

23.15 TO REVIEW AND APPROVE FINANCIAL REGULATIONS:

Members **RESOLVED** to approve the Financial Regulations.

23.16 TO REVIEW THE FOLLOWING POLICIES AND TO APPROVE A POLICY REVIEW SCHEDULE:

- **Data Protection Policy**
- **Privacy Notice**
- **Councillor Contact Privacy Notice**
- **Document Retention and Disposal Policy**
- **Complaints Procedure**
- **Vexatious Complaints Procedure**

Members **RESOLVED** to approve the policies and the policy review schedule.

23.17 TO REVIEW AND AGREE THE INSURANCE POLICY RENEWAL AND INSURABLE RISKS FOR 2023/2024:

Members **RESOLVED** to approve the insurance renewal and insurable risks and opted for a Long Term Agreement at a cost of £1106.79.

23.18 TO APPROVE MEETING DATES AND VENUES FOR 2023/2024:

Cllr Bowler queried if Morgan’s Vale Hall could be used as a venue. The Clerk advised that meetings used to be rotated between the two village halls but Morgan’s Vale Hall now has a weekly Tuesday evening booking. Members **RESOLVED** to approve the dates and agreed the Clerk to check if any meetings could be held at Morgan’s Vale Hall or alternatively the hall at Woodfalls Methodist Church.

23.19 TO AGREE THE COUNCIL’S ANNUAL MEMBERSHIP OF WILTSHIRE ASSOCIATION OF LOCAL COUNCILS (WALC), NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC),



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SOCIETY OF LOCAL COUNCIL CLERKS (SLCC) AND INFORMATION COMMISSIONER'S OFFICE (ICO):

Members **RESOLVED** to agree the annual membership of WALC and NALC at a cost of £847.06 and membership of SLCC and ICO (mandatory).

23.20 INTERNAL AUDITOR FOR 2023/2024 - To approve Lighter Touch as the Council's Auditor:

Members **RESOLVED** to approve Lighter Touch as the Council's auditor.

23.21 HILLS WASTE – To approve Hills Waste as the contractor for 2023/2024:

Members **RESOLVED** to approve Hills Waste as the waste contractor.

23.22 TO RECEIVE A FINAL BUDGET REPORT FOR 2022/2023:

The Clerk presented the report and advised the budget was exceeded for Office Fees and Website. The total net expenditure for 2022/2023 was £41957.92. Members **RESOLVED** to make a virement from the Christmas tree budget heading to cover the overspent amounts.

23.23 TO RECEIVE AND APPROVE THE FINAL QUARTER AND YEAR END BANK RECONCILIATIONS FOR 2022/2023:

Members **RESOLVED** to approve the bank reconciliations for the final quarter and year end and the final year end balance of £75,836.76 was noted.

23.24 HEALTH AND WELL BEING GROUP – To discuss and agree attendance at the Health and Well Being meeting being held on 24th May:

Cllr Stride offered to attend the meeting together with the Clerk.

23.25 PLANNING APPLICATION – To ratify the planning application for car parking next to Redlynch Village Hall be submitted in the Parish Council's name:

Members **RESOLVED** to approve the application be submitted in the Council's name. Cllr Harvey informed members the Village Hall Committee would be circulating the plans to neighbouring properties and the plans would be available to view at the Village Hall AGM. It was also agreed the Clerk check with Steve Avery (NFNPA) that no planning fee would be required.

23.26 RIGHTS OF WAY – To receive/discuss the following and consider any actions:

- i. To receive an update on REDL52:
There was no update.
- ii. To discuss any other current issues:
Clerk informed Members that more User Evidence Forms had been received to support the Right of Way application which has been submitted.
Cllr Bennett informed Members that Gate 1 at Langley Wood was not currently wheelchair accessible.

23.27 HIGHWAYS – To receive/discuss the following and consider any actions:

- i. To receive any updates with regards to the requested meeting with Highways and agree any actions:
An email has been received from Area Manager Highways South offering a Teams meeting w/c 5th June prior to a physical site visit. The Teams meeting would allow a viewing of a wet weather video survey which has been undertaken and allow all parties to view the issues.
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Members **RESOLVED** to agree to a Teams meeting subject to a site visit date being agreed first. It was agreed to request Tuesday 6th June from 12.30pm onwards for the Teams meeting and the site visit to be held on Thursday 8th June.

- ii. To discuss any other current issues:
No other issues were discussed.

23.28 MONTHLY PAYMENTS - To approve the following payments listed in the Schedule below (ii) and to approve a monthly standing order payment in favour of Mr R Bowler to cover the agreed reimbursement of SID electrical costs.

The Clerk informed Members the incorrect amount was showing on the agenda for Hills Waste and should be £54.91 (inc VAT) and the correct amount would be shown on the minutes.

Members **RESOLVED** to approve the payments and to approve the monthly standing order.

23.29 DATE AND VENUE OF NEXT MEETING – Ordinary Parish Council Meeting 13th June 2023 at Redlynch Village Hall starting at 7.00pm.

(i) SCHEDULE OF PLANNING APPLICATIONS

APPLICATION NO.	LOCATION AND APPLICATION DETAILS	ON NFNPA/WC WEBSITE	MEMBERS DECISION	PARISH COUNCIL RESPONSE REQUIRED BY
PL/2023/02975	1 Mitchells Close, Woodfalls, SP5 2LG - Single storey extension	Yes	Members RESOLVED to SUPPORT the application as compliant with Core Policy 57.	17 th May 2023
23/00498	Sherwood House, Vicarage Road, Lover, SP5 2PE - Detached timber-framed garage	Yes	Members RESOLVED to SUPPORT the application. (Option 1 - Support but would accept the decision reached by the National Park Authority's Officers under their delegated powers).	26 th May 2023
PL/2023/03125	Yew Tree Lodge, Morgans Vale Road, Redlynch, SP5 2HY - T1 Yew - crown raise to approximately 4m and to give 2m clearance from property, at appropriate cut points; to give adequate clearance and access on the driveway.	Yes	Members RESOLVED to SUPPORT the application.	12 th May 2023



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<u>PL/2023/02939</u>	5 Forest Edge, Moot Lane, Downton, SP5 3LN - Proposed detached building comprising of double garage, gardens room and home work zone	Yes	Members RESOLVED to SUPPORT the application as compliant with Core Policy 57.	18 th May 2023
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(ii) SCHEDULE OF MONTHLY PAYMENTS FOR APPROVAL

PAYABLE TO	AMOUNT	VAT	TOTAL	DETAIL
Hills Waste Solutions Ltd	45.76	9.15	54.91	Cemetery waste collection (Mar)
Wade Digital Ltd	11.00	2.20	13.20	Website
Redlynch Village Hall	20.00	0.00	20.00	April Hall Hire
Elan City	172.85	34.57	207.42	Replacement front screen and mounting bar
Running Imp	450.55	90.11	540.66	Coronation Mugs
Baker Ross	68.92	13.79	82.71	Coronation items
Redlynch Leisure Installations Ltd	25000.00	5000.00	30000.00	Replacement of swing set and installation of new play equipment at Lover
Mr R Bowler	10.00	0.00	10.00	April & May SID costs
Staffing Costs	1840.61	0.00	1840.61	Staffing costs for April