



REDLYNCH PARISH COUNCIL PARISH COUNCIL MEETING MINUTES

Redlynch Parish Councillors met on 10th October 2023 for the Ordinary Parish Council Meeting at Redlynch Village Hall starting at 7.00pm.

PRESENT: Cllrs Harvey (Chairman), Newton, Peacock, Romain and Stride.

IN ATTENDANCE: 4 members of the public, Unitary Cllr Zoe Clewer (Wiltshire Council and NFNPA) and Nicky Ashton (Locum Parish Clerk).

PUBLIC QUESTION TIME:

There were no public questions or statements.

Report from Unitary Cllr Clewer:

- Rough sleepers in Wiltshire will have access to additional help including for trauma counselling and targeted financial assistance, after Wiltshire Council successfully applied for government funding. The council secured £306,795 of additional targeted Rough Sleeper Initiative funding for the next two years to provide extra support to those who are trying to turn their life around after living on the streets.
- The Close playground report provided to Cllr Harvey. We are looking in to what possibilities there may be for this area.
- Grove Lane/Bowers Hill Highway Improvements meeting with Highways and CSW took place on 5th Oct and will now progress to LHFIG.
- Polling Districts - Wiltshire Council is carrying out its legal obligation of reviewing the polling districts, polling places and polling stations in the county, and you are encouraged to have your say. The consultation can be found at www.wiltshire.gov.uk/polling-review and will run until 31 October. You can call 0300 456 0112 to find out where you can view a paper copy.
- Buses - We are asking you to have your say on the future of bus services and other public transport options, you can do this here <https://wiltshirebusreview.commonplace.is/>
- The Local Plan consultation has begun and runs until 22nd November. Over the course of the consultation, the council will host 16 in-person drop-in events in total, and an online event. The Local Plan identifies sites for future growth of both homes and employment over the next 15 years, and it also contains policies that ensure we maximise building on brownfield sites, build enough affordable homes, and ensure new developments meet zero carbon standards. Once the Plan is adopted, all planning applications will be determined against it, making it the most important place-shaping document for Wiltshire, so please take the time to take part in the consultation and have your say. The consultation ends at 5pm on Wednesday 22 November. The full schedule of events is as follows. People can share their views through the council's online portal, and anyone without internet access can visit a library to use the computers there, or contact the council to get a written copy of the representation form and find out how to view the documents. To find out more and to sign up for online event, people should go to www.wiltshire.gov.uk/local-plan The online event will be recorded and be available a little later for people to catch up on.
- Attended Dementia Friends talk at Ashley Grange 10Oct23, gave out leaflet at RPC about that and about the Friendship Club on a Thursday afternoon at Ashley Grange.
- Area Board Youth Work - Community First are poised and ready to facilitate youth activities/engagement, but the Parish Council will need to submit a grant request to the Area Board to apply for this funding.
- Neighbourhood Tasking Group (NTG) meets on Thursday 7.30pm at Centenary Hall, Downton for a Police update. Good to have a parish representative there, does not have to be from the Parish Council.
- Lots more news on my FB page & local FB groups. Please do 'Like' my page to get these updates and 'Share' as appropriate.
- 21st Sept NFNPA meeting. Spoke against government extending Permitted Development rights generally but most particularly in the NFNPA where this would exacerbate existing problems and is totally inappropriate for AONBs and National Parks. I will be encouraging WC to respond in the same robust way. NFNPA Members also voted to approve an immediate Article 4 Direction to restrict pop



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up camp sites from the newly legislated 60 days back to the 28 days per annum which was previously the case.

Report from PC Harry Murphy

PC Murphy was unable to attend the meeting in person but emailed through his report which was read out by Cllr Newton:

- On 11th September in Castle Woods there was a led ball located in a property garden believed to be from a catapult. It is suspected that the nearby trees were targeted for birds nesting in them, however after completing house to house and CCTV enquiries the actual cause or motivation was not identified. The reporting person for this report did not notice any damage on their property.
- On 11th September there was however a conservatory window in Castle Woods damaged, however again as above it was not ascertained if this was a deliberate act against this other property or as a result of a led ball re-bouncing off a tree. No suspects were identified.
- On 13th September there was ASB reported in Forders Close however whilst the suspect was identified, the victim did not support any further police action.
- On 14th – 15th September there was a vehicle theft reported in Whiteshoot. Enquiries have been ongoing however as of yet no suspect(s) have been formally identified.
- On 23rd September on Langford Lane there was a report of 3x youths shooting birds with catapults and carrying them away afterwards. Officers deployed, located and arrested all 3 suspects for theft and poaching offences.
- On 27th September on Grove Lane there was a dog bite incident against a delivery driver. Enquiries are ongoing.
- On 27th September on Foundary Road there was a report of ASB. Officers are currently working with the suspect and victim to resolve this by way of a community resolution, rather than just words of advice.

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

There were no absences.

23.123 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 received or dispensation requests.

23.124 COUNCILLOR VACANCY - To receive an application from Dudley Baker-Beall for a Councillor vacancy (vacancy arising from Cllr Voss resignation) and to approve his co-option:

Members **RESOLVED** to co-opt Dudley Baker-Beall. After signing his Declaration of Acceptance of Office of Councillor he was invited to leave the public gallery and join the meeting.

23.125 ADOPTION OF THE MINUTES FOR MEETING HELD ON 12th SEPTEMBER 2023:

Redlynch Parish Council Members **RESOLVED** to accept the minutes of the meeting held on 12th September 2023 as a true record and they were signed by the Chair.

23.126 CHAIRMAN'S ANNOUNCEMENTS:

The Chairman informed Members he had obtained a copy of the planning application for the village hall car park and as no wrong information is contained within the application it will not be withdrawn.

23.127 REPRESENTATIVE REPORTS:

Lover Green – Cllr Peacock



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The grant approved by the Parish Council was discussed which is to be used for sewing the flower beds and for purchase of sleepers.

Redlynch Playing Fields Association – Cllr Peacock

The changing rooms upgrade is ongoing and is being completed in stages with steady progress being made. The issue of dogs fouling on the playing fields was discussed which has been added to this meeting as a separate agenda item.

Stockman and Woodlands Trust – Cllr Newton

The new Chair has cancelled both meetings which had been arranged and Cllr Newton is pushing for a date for a new meeting to be able to establish the new committee team.

23.128 CLERKS REPORT:

- Planning Applications: 3 Castle Woods was approved, Nestledown was refused and still no decision as yet for Outbuilding at Redlynch House.
- Hedges now cut down one side of Primrose Lane but unsure if the other side has been cut yet.

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

Members agreed the recommendation as detailed in the schedule.

23.130 ANNUAL RETURN FOR 2022/23 – To receive a report on the completion of the external audit:

On the basis of PKF's review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in their opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

23.131 RIGHTS OF WAY – To receive/discuss the following and agree any actions: (Please note Rights of Way are the responsibility of landowners and Wiltshire Council)

- To receive an update on REDL52:
Cllr Clewer informed Members there has been some change of ownership with the land in question. Contractors have met Officers on site and hope the issues should be resolved mid/end of November. Cllr Clewer has expressed dissatisfaction with the time it has taken to resolve the issue.
- To discuss any other current issues:
No other issues were discussed.

23.132 HIGHWAYS – To receive the following and consider any actions: (Please note Highways are the responsibility of landowners and Wiltshire Council)

- To receive any updates regarding proposed remedial works to The Ridge from Highways:
The remedial works to the pavement running alongside the Woodfalls Inn and the Social Club have now been carried out. There have been no further updates regarding any remedial works to the other section of The Ridge.
- To receive an update on planned road closures in the parish or within close proximity:
Lode Hill will be closed on 25th October between 10.00am and 4.00pm to enable Scottish and Southern Power to carry out tree works.
- To discuss any other current issues:
Cllr Newton raised the issue of a recent cycling event taking place without any notification or signage to inform locals of the event. Cllr Baker-Beall advised it was the GridIron event



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which takes place every year. It was agreed to contact the Police to ask for notification when cycling events are due to be held.

Cllr Harvey raised the issue of water collecting on the road just past the Cuckoo on the Hamptworth Road. Cllr Clewer will check what can be done about the issue.

Grove Lane - Cllr Harvey together with a member of the public reported on the site meeting held with the Senior Traffic Engineer. It was a very positive meeting with several good suggestions made to help reinforce the 30mph speed limit. The suggestions included extra signage on the road including 30mph roundels and countdown markings to the 30mph zone. Thanks were also given to the Parish Steward for the works he completed to ensure signs already in place were visible. There is a new CSW group for Grove Lane and Sandy Lane with 6 members. It does require education of parishioners walking along the lane to ensure they are visible and Cllr Harvey will put an article in the next edition of the parish magazine to raise awareness.

23.133 MAINTENANCE – To receive and consider the following:

- i. To receive a report on emergency works to the Lover play area gate and the Loosehanger fencing and agree any action:

The gate to the Loosehanger site has been vandalised along with a section of the fencing and it is believed this has been done to get motorbikes on the site. Cllr Peacock has been in contact with the New House Estate as the owners of the surrounding land to inform them of what has been happening and to let them know the fencing will be repaired. It was agreed the vandalism should be reported to the Police and to raise awareness on Facebook and the parish magazine that the vandalism has been reported.

The gate at the Lover Green area has possibly been pushed over and needs to be fixed as a matter of urgency as it is currently a health and safety issue.

Quotes have been obtained for both the Loosehanger and Lover Green works (£363 and £154 respectively). Members **RESOLVED** to approve the works and quotations.

23.134 REDLYNCH PLAYING FIELDS – To agree to contribute to “No Dogs Allowed” signage for the playing fields:

There are signs currently in place however, the signs are not “loud” enough and people are taking no notice of them. At the recent Playing Fields Association meeting it was agreed to put in extra signage and to ask if the Council would contribute. Members **RESOLVED** to contribute 25% of the total cost up to a maximum of £200.00.

23.135 WILTSHIRE LOCAL PLAN – To agree a formal response to the consultation:

Cllr Peacock will attend the public meeting being held on 17th October and feedback to Council. It was agreed for all Members to email their thoughts and comments to be able to formulate a response to the consultation which can then be agreed at the November meeting. The Locum Clerk informed Members that a member of the public is also compiling a response to the consultation and it was agreed that she contact the gentleman to ask if she can share his email address with Members to be able to compare and discuss responses.

23.136 QUARTERLY BUDGET REVIEW - To receive a review for Qtr 2 (1st July to 30th Sept 23):

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



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- 23.137 BANK RECONCILIATION** - To receive and approve the bank reconciliation for Qtr 2 (1st July to 30th Sept 2023):

Members **RESOLVED** to approve the bank reconciliation for the second quarter and the balance of £76,245.80 was noted.

- 23.138 COUNCILLOR RESPONSIBILITIES** – Due to the resignation of Cllr Bennett to agree who will take over his responsibilities:

Members **RESOLVED** to approve the following:

- Cemetery – Cllr Peacock
- Quavey War Memorial – Cllr Stride
- Chalk Pit – Cllr Newton
- Allotments – Cllr Harvey
- Public Rights of Way (to monitor only, as responsibility of landowners and Wiltshire Council) – Cllr Baker-Beall
- Tree Inspections – Cllr Peacock
- Land at Elmfield Close – Cllr Stride
- Wells and Springs – Cllr Baker-Beall

- 23.139 REMEMBRANCE SUNDAY PARADE** - To agree Cllrs to lay the wreaths and ratify the purchase of wreaths:

It was agreed that Cllrs Harvey and Romain would lay the wreaths. Members **RESOLVED** to ratify the purchase of the wreaths.

- 23.140 CHRISTMAS** – To finalise arrangements for this year's Christmas tree including who to choose to switch on the lights:

The Locum Clerk confirmed members of Woodfalls Band will be in attendance. It was agreed that Members would meet to put up the Christmas tree on the Saturday before the switch on event on Sunday 26th November. It was agreed to ask ex Cllr Dave Bennett to switch on the lights.

- 23.141 WASTE COLLECTION** – To approve a contractor to empty the bin at Redlynch Playing Fields play area:

Due to Idverde increasing their fees, Members **RESOLVED** to approve Hills Waste as the new contractor.

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

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

- 23.143 DATE AND VENUE OF NEXT MEETING** – Ordinary Parish Council Meeting 14th November 2023 at Redlynch Village Hall starting at 7.00pm.

- 23.144 Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS – STAFFING**

The Chair to propose the following resolution – 'That in view of the confidential nature of the business about to be transacted on staffing matters, it is advisable in the public interest, that the press and public be temporarily excluded and they be instructed to withdraw'.

- 23.145 STAFFING ARRANGEMENTS** – To ratify staffing arrangements until replacement Clerk is appointed:

Members **RESOLVED** to pay the ex-Clerk who is currently acting as Locum Clerk the same hourly rate as when she was employed.



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23.146 NEW CLERK/RFO – To discuss applications received and to confirm appointment of the new Clerk/RFO:

Members **RESOLVED** to appoint Clarissa Cranmer as the new Clerk and RFO on 25hrs a week which can be reviewed. Once her probationary period is complete to Members satisfaction, her salary will be moved by one salary point and once she has achieved her CILCA qualification it will be moved again by one salary point. Her set office hours need to be agreed.

With no further business the Chairman closed the meeting at 9.00pm

(i) SCHEDULE OF PLANNING APPLICATIONS

| APPLICATION NO. | LOCATION AND APPLICATION DETAILS | ON NFNPA/WC WEBSITE | MEMBERS DECISION | PARISH COUNCIL RESPONSE REQUIRED BY |
|-------------------------------|--|---------------------|--|-------------------------------------|
| PL/2023/08478 | Highway Verge Adjacent 10 Castle Woods, Redlynch, SP5 2PY - 2 x Ash trees - fell | Yes | Members RESOLVED to recommend Approval. | 25 th October 2023 |

(ii) SCHEDULE OF MONTHLY PAYMENTS FOR APPROVAL

| PAYABLE TO | AMOUNT | VAT | TOTAL | DETAIL |
|--|---------|-------|---------|----------------------------------|
| Wade Digital Ltd | 15.00 | 3.00 | 18.00 | Website |
| Hills Waste Solutions Ltd | 70.16 | 14.03 | 84.19 | Cemetery waste collection (Sept) |
| BT | 107.44 | 21.48 | 128.92 | Telephone and broadband |
| Morgan's Vale, Woodfalls and Redlynch Royal British Legion | 40.00 | 0.00 | 40.00 | Remembrance Sunday wreaths |
| PKF Littlejohn LLP | 315.00 | 63.00 | 378.00 | External audit |
| Staffing | 1461.23 | 0.00 | 1461.23 | Staffing Costs |