



Redlynch Parish Council
Parish Council Meeting Minutes
Parish Clerk - 07591 347205

Redlynch Parish Councillors met on 6th February 2024 for the Ordinary Parish Council Meeting at Redlynch Village Hall starting at 7.00pm.

PRESENT: Cllrs Peacock (Vice Chair), Stride, Baker-Beall and Proudley

IN ATTENDANCE: 1 members of the public, Unitary Cllr Zoe Clewer (Wiltshire Council and NFNPA) and Clarissa Cranmer (Parish Clerk).

PUBLIC QUESTION TIME

No questions or comments made.

Report from Unitary Cllr Zoe Clewer:

21Feb24 South Operational Flood working group 10am on Teams. If RPC don't have a Flood Plan this would be wise to consider initiating discussions at the next meeting. Landford have theirs at an advanced stage, they have had flooding too.

Litter and Fly tipping campaign online – details sent to PC.

29Jan24 Don't Mess with Wiltshire campaign aims to tackle litter in the county

Wiltshire Council has today (Monday 29 January) launched a new campaign to help reduce littering in county. The striking 'Don't Mess with Wiltshire' campaign focuses on littering in towns and parishes, plus litter hotspots such as laybys and on main roads such as the A36 and A303.

The campaign, which will be seen on media, buses, social media posters and on-demand television, will be backed up by more enforcement of litter offences – including CCTV cameras in lay-bys on main roads and new officers to prosecute persistent fly-posters – along with more community litter collections, litter picks on main roads, plus educational resources to encourage behaviour change.

Litter picks requested Hamptworth Road, Moor Lane and Lode Hill to War memorial.

Budget webinar <https://www.youtube.com/watch?v=ifWvSEaeZyY>

Key numbers: Net budget = £486m – of which 80% from Council Tax and business rates. 58% of spending is on adults and children. 4.99% council tax rise for 24/25.

Contract inflation is the main reason we need 4.99% and it also gives us a basis to set 25/26 budget.

Other spending highlights include. £800,000 on planning enforcement – it is clear we need to do more on enforcement.

We are investing in leisure centres and libraries – particularly Trowbridge and three leisure centres have substantial plans in place.

Discretionary Gully Service 26Jan24 starting this month 19-23rd

New Forest Sportive event which passes through Landford on Saturday and Sunday 14th /15th September

NFNPA deer management program receiving some funding.

Levelling Up and Regeneration Bill changes protected landscape of NFNP to 'seek to further purposes' from 'have regard for'

New Forest Tour bus dates 29Jun-15Sep24 NFNPA residents can apply again this year.

Article 4 re pop up camp sites confirmed at last Authority meeting.

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Ensuring roads and paths are free from obstructions from overhanging vegetation

As the Highway Authority, Wiltshire Council is responsible for keeping footways, verges and carriageways free of obstruction from overhanging vegetation such as hedges, trees, shrubs and bushes.

Where the vegetation is growing from within the limits of the highway, the council is responsible for cutting and removing it. However, where vegetation is growing out from within a property on to a footway or carriageway, it is the responsibility of the landowner to clear the obstruction.

This includes footpath obstructions; vegetation that obstructs sight lines for vehicle users; street furniture obstructions, such as blocking streetlights; and anything that reduces the clear height above the carriageway below 5.03m.

To help landowners comply with this obligation, we have created a standard letter that parishes can use to send to landowners. If the landowner still does not take action, we can use powers under the Highways Act 1980 Section 154, and the work to clear the vegetation can be completed and the cost is recovered from the landowner.

Care receiver feedback-

We want to ensure every person we provide care for has an opportunity to let us know if the care they received was useful or if there are any concerns. To help us gain feedback from approximately 4,000 people a year who receive care, we are carrying out an automated telephony information exercise called Contact & Connect.

There will be concerns about scam calls, so a letter and an easy read document will go out to those who have received care to inform them a call will be made and a timeframe for when that is going to be. This information will be sent week commencing 5 February 2024.

05Feb24 Vale Road – coming back to remedy patching ahead of surface dressing later in the year.
Kieley brothers coming back to Vale Road to improve work.

05Feb24 Visit Wiltshire communication sent to all PCs.

LHFIG Estimate of £1950 for countdown markings, enhanced slow markings, 2 x pedestrian warning signs, additional roundels and give way refresh - £1463 from the LHFIG and £488 contribution from Redlynch PC. Group to discuss and agree potential funding. Design to be submitted to PC as soon as possible.

A new mental wellbeing support service at Wiltshire Council main libraries - in Salisbury Library, the last Thursday of the month 1-3pm.

May be good news coming, which you know I have been pushing on, here and more widely.

Playgrounds/equipment Cabinet Meeting 06Feb24 ~11am (so 1hr in to the session's recording an so on) and 11.15am Redlynch specifically mentioned at 11.17 ([68\) Cabinet, 6 February 2024, 10.00am - YouTube](#)) Playgrounds large investment in 33 which are dilapidated and currently in WC ownership. Asset transfer will be a condition.

23.198 APOLOGIES FOR ABSENCE - To receive and accept apologies for absence:
Councillor Harvey was unable to attend the meeting due to holiday and Councillor Romain away with work. Apologies **ACCEPTED**.

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- 23.199 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 two declarations of interest disclosed Cllr Proudley and Unitary Cllr Zoe Clewer.

- 23.200 ADOPTION OF THE MINUTES FOR MEETING HELD ON 9th January 2024 and Extraordinary meeting 31st January 2024:**

Redlynch Parish Council Members GP & PS **RESOLVED** to **ACCEPT** the minutes for both meetings held on 9th January 2024 and 31st January 2024 as a true record and they were signed by the Vice Chair, Cllr Peacock.

- 23.201 CHAIRMAN'S ANNOUNCEMENTS:**

The vice chair, Cllr Peacock advised that the tree at the cemetery has been pollarded at a cost of £385, as agreed in the January parish council meeting. Thanks were passed to Jamie White who completed the works. Cllr Peacock also offered his apologies as he will be unable to attend the meeting in March.

- 23.202 REPRESENTATIVE REPORTS:**

NW Quadrant Meeting – 22 January 2024 – attended by Cllr Baker-Beall

The NW Quadrant Meeting is held quarterly by New Forest National Park Authority and Forestry England, with representatives of the Parish Councils in the NW Quadrant of the New Forest National Park.

Redlynch and Whiteparish are the only Wiltshire Parishes in this group, as Landford is included in the NE Quadrant. Hampshire Parishes include Hale, Fordingbridge and others to the south of us.

The notes below cover the main topics discussed that I thought of interest to Redlynch.

Hampshire Minerals and Waste Plan

This is being reviewed and is open to public comment for a limited period.

<https://www.hants.gov.uk/landplanningandenvironment/strategic-planning/hampshire-minerals-waste-plan/minerals-waste-plan-partial-update-consultation>

Steve Avery (NFNPA) said they were checking the proposals for conformity with the National Park's National Plan, which naturally takes precedence within the National Park boundary. The concern of the Parish representatives was that where they raised comments, the input from Natural England's consultants was seen to over-ride them. For Fordingbridge, over 900 "comments" have been raised.

No new sites have been identified in our area, but parishes are naturally concerned closed sites could be re-opened with the resultant impact on the environment and vehicle movements. The claim of Bio Diversity Net Gain is not entirely believable.

The good news for Redlynch is the Pound Bottom restoration programme will continue, and there is no likelihood of it being reopened for mineral extraction or waste disposal. The protection afforded to

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the site as being likely to be absorbed by Natural England and RSPB at the end of the restoration, has probably kept it off the agenda.

Forestry England Report

Charlotte Betcher (FE) reported on a number of issues:-

- Volunteer efforts on conservation has seen a big increase in the last year, and in conjunction with NFNPA is increasingly encouraged and necessary.
- Fly-tipping has increased, in part thought to be due to increased restrictions on access to council amenity sites. 195 prosecutions or warnings in 2023.
- A new contractor has been appointed for waste collection from FE sites, which will include clearing up fly-tipped waste.
- Car Park maintenance in the near future, including Turf Hill and Ashley Walk, will lead to temporary closures.
- Car Park charging will come, possibly by the end of the year, but as some car parks are HCC managed, this will require co-ordination.
- If there is a "residents" scheme, we will need to ensure we are included, and it isn't restricted to Hampshire residents.
- National Grid work, replacing power cables, around Turf Hill is complete, but restoration work may be held off until the spring.

National Park Update

Steve Avery commented on some additional items:-

- Temporary Camp Site Policies are being reviewed. I think they are trying to abolish "exempt" sites, but there is an application from Hale in the pipeline.
- The Volunteer Fair is on 28th January <https://www.newforestnpa.gov.uk/event/new-forest-national-park-volunteer-fair>. This is being attended by three organisations with a presence in Redlynch:- RSPB, Natural England, and Blackwater Conservation Group.
- The Great British Spring Clean is running between March 15th to 31st, and Parishes are encouraged to promote litter picks in their area.

Some discussion about National Park Authority elections, but I'm not aware beyond having a WCC representative how we are involved.

Date of Next Meeting

Provisionally 15th April 2024

DOWNTON LINK COMMITTEE MEETING – attended by RPC Clerk

Chairman's report – they have completed in excess of 1000 miles per month mainly servicing local people to the local hospitals in Salisbury and Southampton.

They are still looking to recruit more volunteers who would be able to drive and will continue with their advertising campaign.

Updating their starter packs and getting in touch with all volunteers to ensure they are kept up to date was discussed as well as safeguarding

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Feedback was also touched on to ensure a quality service is provided. The volunteers Social menu choices was discussed for April 2024 as a thank you. The parish council offered to assist with advertising on facebook for volunteers.

Minutes for MV&WVH Committee Meeting – attended by Cllr Stride

Monday 15th January 2024 at 5.00pm

1. **Welcome:-** David Water (DW) welcomed Kate Crouch(KC), Margaret Hall (MH), Amanda Johnson (AJ), Gerard Thorp (GT), Janet Stock (JS) and Philip Stride (PS) DW explained to the committee that RB was currently in hospital. All wished him well and a speedy recovery.
2. **Apologies:-** Richard Bathurst (RB) and Gay Golding (GG).
3. **Approval of the minutes for the meeting on 20/11/2023.** All agreed that the minutes were a correct representation of the meeting.
4. **Matters arising from the minutes not listed on the agenda:-**
The renewal of the lease - Redlynch Parish Council have requested that Wilsons Solicitors approaches The Salisbury Diocese on their behalf.
5. **Booking Secretary report.** It has been relatively quiet as expected for January. Regular bookings continue to be strong with quite a few private bookings already for the first half of the year - PCC elections in May, Vintage tea party, holistic fair, private table tennis etc.
6. **Financial statements :-**
No accounting figures were available for December. November was a very strong month with the highest recorded income. Funds total £35, 815.00.
A £200 donation was made to the Lover Repair Cafe for the restoration of the notice board.
7. **Maintenance:**
A water leak on the inside of the wall has been fixed. The buttress was in a poor state, needed repointing and had some tiles missing.
The recent storm led to a loose slate at the front which needs repairing.
During the storm water came into the kitchen however this is believed to be water coming in through the flue with the force of the wind and rain.
8. **200 Club draw :-** The draw was carried out and the winner for January was number 24
- Joan Coundley
9. **Christmas Decorations:-** . Many thanks to all those who helped put up and put down the Christmas decorations.
10. **Any other business**
Payments - The recent situation has highlighted the need to have different banking procedures in place to allow access to the funds and be able to make essential payments. These will be put place when RB is able to.
Defibrillator- The defibrillator was recently used and has been reset. The defibrillator is being checked by both GT and PS which seems to be unnecessary.

Date of next meeting: Monday 18th March 2024 at 5pm.

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23.203 CLERKS REPORT:

Many apologies for not publishing the minutes for January's meeting in an orderly time. Precept return has been sent to Wiltshire council.

VAT return has been completed - May to December and VAT Refund received.

My probationary period had expired, pay rise actioned and reduced hours to 20hrs.

Primrose Lane signs have been agreed, just need to confirm with parishioners the location.

The Close play area, EOI form reopens mid February when we can submit our request, I am obtaining two further playground quotes for the best tender.

Letters sent to ask two parishioners to cut back hedges on princess hill, towards the Bowers hill junction.

It was brought to my attention that a Redlynch Playing fields welcome sign previously agreed had not been actioned, I have since contacted the company to obtain a quote.

Also, an update on the ridge remedial works were requested, I have been advised that the last part of the works is to raise the kerbs between Vale Road and Ridgeside Gardens, where they were low following the surfacing. Currently there is no timescale as the gang have a big backlog of work. I have asked to be advised when completed.

23.204 PLANNING APPLICATIONS-

- (i) Proposed replacement 2 storey bay window & front porch to improve external appearance.
PL/2024/00648 Uplands, Downton Hill, Morgans Vale, Redlynch, Salisbury, SP5 2JF

Councillors all **ACCEPTED** to support and **APPROVE** this application. (GP and PS)

- (ii) Proposed new care home with associated landscaping and car parking.
PL/2023/10966 Land West Of Ashley Grange Nursing Home, Lode Hill, Downton, SP5 -

Application for new care home discussed as a benefit to parishioners through offering facilities and jobs within the area. Councillors all **ACCEPTED** to support and **APPROVE** this application and would like to improve the Bio diversity on this site by following the recommendations from the Salisbury & Wilton swift - improving the biodiversity of the site by including ecological enhancements such as bird, bat and bee bricks in the building plans which should be monitored during construction.
(GP & PS)

- (iii) Proposed new flat over garage (FOG) together with car parking and associated works
PL/2024/00770 Car park to former post office and takeaways - Redlynch, Morgans Corner

Application for a flat over a garage has not been supported and **REJECTED** from councillors who have concerns (ZC left the room) (GP, PS) all councillors agreed -there were multiple objections filed on the previous application on this site, with concerns over increased traffic

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flow and parking, loss of privacy, the increase and siting of refuse containers and the impact on the potential Right of Way which is currently under review. The White Horse Housing Association (WHHA) that owns and manages the 6 properties behind the proposed apartments point out that there are access and parking issues related to this application. The access road at the rear of the apartments is owned by the WHHA and is for the use of it's properties and the commercial units - not the prospective owners of the apartments. WHHA is reluctant to extend permission to use their access road as it was not designed for the significant increase in traffic, the inconvenience to it's tenants and the longer term maintenance costs that would be incurred. As all vehicle access for the apartments would rely on using Coundley Court which is not a public highway, and the Highways Department has noted that they require an update which ensures vehicle access rights exist. -

23.205 RISK REGISTER – REVIEWED, to change the name of the cemetery contact and councillors **ACCETED** and **APPROVED** the risk register.

23.206 ASSET REGISTER – REVIEWED, to check location of benches and sports equipment and Councillors **ACCEPTED** and **APPROVED**

23.207 BANK ACCOUNT (CEMETARY ACCOUNT) – councillors (GP , PS) **AGREED** to close this account as the only transactions are the Hills waste and receipts for the cemetery. The main account will be used for all day to day transactions.

23.208 D-DAY CELEBRATIONS – All councillors **AGREED** to investigate setting up an event to celebrate the 80th anniversary of D-Day. Clerk to contact history society, British Legion, Scouts and Guides and local school to plan a joint event in June 2024.

23.209 CHARITABLE REQUEST – Lover Baby Bank (CP left the room) No action taken as the motion would not be quorate. However, it was discussed and concerns raised that should we be spending Redlynch Parish Council's parishioners money on a local charity that provides a service for a wider area may, We have to ask ourselves how many of our parishioners would benefit. It was **AGREED** to **POSTPONE** this matter until we are quorate.(GP , DBB)

AUDIT REPORT – the audit report from Lighttouch was prepared and presented to the council with recommendations -

Recommendations

Bank Reconciliations

- the bank reconciliations should be signed and dated by the Parish Clerk/Responsible Finance Officer each month.

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- the Chairman of the Parish Council should sign and date the bank reconciliations quarterly to confirm that bank reconciliations have been carried out accurately as part of Parish Council scrutiny role.

VAT Reimbursement Claims Form

- VAT reimbursement claim forms should be submitted to HMRC on a quarterly basis.

Other matters to be brought to the Council's attention

- The Council have provided evidence of the posting date for the Exercise of Public Rights in 2023 and will be able to tick "Yes" to Assertion 4 on Section 1 (Governance Statement) of the AGAR 2023/2024 to comply with the requirements of the Accounts and Audit Regulations 2015. We will also be able to tick "Yes" to Control Objective M on the Annual Internal Audit Report 2023/2024.
- We note that the risk assessment for 2023/2024 will need to be approved by full Council by 31 March 2024. Once completed we will be satisfied that the Council can tick "Yes" to Assertion 5 on Section 1 (Governance Statement) of the AGAR 2023/2024 to comply with the requirements for the External Auditor. We will then tick "Yes" to Control Objective C on the Annual Internal Audit Report 2023/2024. The 2023/2024 risk assessment should be uploaded on to the Council website for information after it is approved by the Town Council.
- The Clerk will continue to update the Asset Register during 2023/2024 to record new purchases and disposals. This will need to be approved by the Council before the 31 March 2024. Once this is completed the Council can tick "Yes" to Assertion 6 on the Annual Governance Statement on the AGAR 2023/2024. We will be able to tick "Yes" to Control Objective H on the Annual Internal Audit Report 2023/2024.

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

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

23.211 DATE AND VENUE OF NEXT MEETING – Ordinary Parish Council Meeting 12th March 2024 at Redlynch Village Hall starting at 7.00pm.

With no further business the Chair closed the meeting at 20.30.

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

| PAYABLE TO | AMOUNT | VAT | TOTAL | DETAIL |
|-----------------------|----------|-------|----------|----------------------|
| Mike Wade Web Design | £22.00 | £4.40 | £26.40 | Web design |
| Redlynch Village Hall | £20.00 | - | £20.00 | Hall hire |
| Lover repair café | £13.50 | | £13.50 | Telephone box repair |
| Jamie White | £1050.00 | | £1050.00 | Tree cutting |
| SLCC | £188.00 | | £188.00 | Membership |
| Lightatouch | £350.00 | | £350.00 | Audit |
| Hills Waste | £36.96 | £7.39 | £44.35 | Waste |
| C Cranmer | £40.90 | | £40.90 | Ink cartridges |

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|-----------|----------|---------|----------|---------------------------|
| C Cranmer | £26.98 | | £26.98 | Cemetery markers and lock |
| J E Love | £1100.00 | £220.00 | £1320.00 | Grass Cutting |
| | | | | |

Signed by Chair