

MINUTES

08.05.18

GODSHILL PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held in the Village Hall, Godshill on Tuesday 8th May 2018 starting at 7.45 pm.

Present:

Cllr Fell - Chairman

Cllr Cakebread

Cllr Lintonbon - Vice-Chairman

Cllr O'Brien

Cllr Phillips

Cllr Pomphrey

Cllr Williams

District Cllr Bill Dow

Mrs Bev Cornish - Clerk

Five members of the public.

Public Session:

A parishioner raised the issue of noise over the bank holiday weekend from Sandy Balls caused by a loud speaker which carried on until after dark. There was then more disturbance on bank holiday Monday from the grass being cut in Cornfield by a loud lawnmower which mowed continuously from 10 am to 3 pm thereby disturbing their enjoyment of the day off.

Cllr Pomphrey advised that he take up the issues raised with Clare Watkins, the General Manager.

District Councillor Bill Dow: Cllr Dow advised that he had nothing to report.

Part 1

01.18 Election of a Chairman for 2018/19: Cllr Williams proposed, Cllr Pomphrey seconded and it was RESOLVED that Cllr Fell be elected as Chairman for the 2018/19 civic year.

02.18 To resolve to approve the co-option of Ms Lucinda Phillips to the Parish Council: Cllr O'Brien proposed, Cllr Fell seconded and it was RESOLVED that Ms Phillips be co-opted to the Parish Council. She duly signed her declaration of acceptance of office of councillor.

03.18 Election of a Vice Chairman for 2018/19: Cllr Cakebread proposed, Cllr Fell seconded and it was RESOLVED that Cllr Lintonbon be elected as Vice-Chairman for the 2018/19 civic year.

04.18 To receive apologies for absence: Cllr Williams advised that Mrs Sara Boyd was unable to attend the meeting.

05.18 Declarations of Interest:

a. To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers: No declarations of interest were received.

b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered:

The Clerk confirmed that she had received no requests for dispensations.

06.18 To resolve to approve the Minutes of the Ordinary Meeting held on 10th April 2018: Cllr Fell proposed, Cllr Cakebread seconded and it was RESOLVED that the Minutes be approved and signed as a true record by the Chairman.

07.18 To resolve to adopt the National Association of Local Council's model Standing Orders 2018 duly amended to reflect Godshill Parish Council's requirements: Godshill Parish Council RESOLVED to approve the new model Standing Orders.

08.18 To resolve to adopt the National Association of Local Council's model Financial Regulations 2016 duly amended to reflect Godshill Parish Council's requirements: Godshill Parish Council RESOLVED to approve the revised model Financial Regulations.

09.18 To consider and re-adopt the Parish Council's Complaints Policy for 2018/19: Godshill Parish Council RESOLVED to approve the re-adoption of the Complaints Policy.

10.18 To consider and re-adopt the Parish Council's Policy on Filming, Photographing, Audio Recording & Social Media Reporting of Public Parish Council and Committee Meetings for 2018/19: Godshill Parish Council RESOLVED to approve the re-adoption of its Policy on Filming, Photographing, Audio Recording & Social Media Reporting of Public Parish Council meetings.

11.18 To consider and re-adopt the Parish Council's Policy on Cycling in Godshill for 2018/19: Godshill Parish Council RESOLVED to approve the re-adoption of its Policy on Cycling.

12.18 To consider and review the Parish Council's Asset Register for 2018/19: Godshill Parish Council RESOLVED to approve the Asset Register.

13.18 To approve the Parish Council's procedures for handling requests made under the Freedom of Information Act 2000 for 2018/19: Godshill Parish Council RESOLVED to approve the procedures for handling requests made under the Freedom of Information Act 2000.

14.18 To consider and resolve to approve the following policies and documents in order for the Parish Council to be compliant with the General Data Protection Regulation (EU) 2016/679 which will take effect on 25th May 2018:

- a. Information & Data Protection Policy**
- b. Data Breach Plan and Reporting Form**
- c. Document Retention & Disposal Policy**

- d. Social Media & Electronic Communication Policy**
- e. General Privacy Notice**
- f. Email Contact Privacy Notice**

Godshill Parish Council RESOLVED to approve the above policies in relation to the General Data Protection Regulation for 2018/19.

15.18 To confirm approval of the arrangements for insurance cover in respect of all insured risks: Godshill Parish Council RESOLVED to approve the arrangements for insurance cover in respect of all insured risks for 2018/19.

16.18 To agree the dates and times of ordinary meetings of the Council for 2018/19: Godshill Parish Council RESOLVED to approve the dates and times of ordinary meetings and that the Annual Parish Meeting for 2018 will be held immediately prior to the April meeting of the Parish Council.

17.18 To resolve to appoint the following Representatives of Godshill Parish Council: Godshill Parish Council RESOLVED to appoint the following Representatives:

- a) Godshill Village Hall Committee (x2):** Cllr Williams
- b) New Forest Consultative Panel (x1):** Cllr Fell
- c) Footpath & Rights of Way Officer (x1):** Cllrs Fell and Pomphrey
- d) New Forest Association of Town & Parish Councils (NFALC) (x1):** Cllr Cakebread
- e) NFNPA Quadrant meetings (x1):** Cllr Cakebread and Cllr Pomphrey
- f) Western Escarpment Conservation Area Steering Group (x1):** Cllr O'Brien
- g) Sandy Balls Holiday Centre (x1):** Cllr Pomphrey

18.18 To resolve to note the Clerk's Report providing information on recent issues and work completed: Cllr Fell proposed from the Chair and it was RESOLVED that the Clerk's report be noted as follows:

108.16: Speed Limit Repeater sign: New Forest District Council is currently collating the data from the Speed Indicator Device and this will be sent to the Parish Council shortly.

19.18 Planning and Tree Works Applications:

Application No. 18/00235/FULL

Land at Sandy Balls Holiday Centre, Sandy Balls Estate, Godshill - Alpaca shelter –

Following a brief report from Cllr Cakebread, she proposed, Cllr O'Brien seconded and it was RESOLVED that Godshill Parish Council should recommend permission for the application on the grounds that the shelter was of an acceptable design and sited at the proposed location would not impact significantly or detrimentally on the amenity of local residents or on the natural environment.

20.18 To consider the detailed letter submitted by the planning adviser for Away Resorts in relation to planning application 18/00139 in response to consultee responses and to agree on whether a further response should be submitted by the Parish Council to the Planning Officer: Following a report from Cllr Cakebread, pointing out several issues as well as several inaccurate statements made by the planning adviser, and then a lengthy discussion, Cllr Fell proposed, Cllr Cakebread seconded and it was RESOLVED that a detailed response be sent to Ms Ann Braid setting out the inaccuracies and countering some of the points made.

21.18 To resolve to agree that the Parish Council should not declare itself as an exempt authority under the Local Audit (Smaller Authorities) Regulations 2015 and should proceed to submit its Annual Accounts for the financial year up to March 31st 2018 for external audit: Following a brief explanation from the Clerk, Cllr Fell proposed, Cllr Lintonbon seconded and it was RESOLVED that Godshill Parish Council should not declare itself as an exempt authority under the Local Audit (Smaller Authorities) Regulations 2015 for the financial year up 31st March 2018.

22.18 To resolve to approve the Clerk's membership of the Society of Local Council Clerks at the cost of £28 per annum for 2018/19: Cllr Fell proposed from the Chair and it was RESOLVED that the Clerk's membership be approved.

23.18 To resolve to approve the registering a new '.gov.uk' domain name and email for the Parish Council and Clerk with the Cabinet Office at the cost of £109 in order to be compliant with the requirements of the General Data Protection Regulation when operated through the Parish Council website hosting company 1&1 Internet Ltd: Following an explanation from the Clerk, Cllr Fell proposed, Cllr Lintonbon seconded and it was RESOLVED that an application for a '.gov.uk' domain name be made to the Cabinet Office.

24.18 Finance and Policy:

a. To resolve to approve the payment of the Accounts:

	£	Cheque No.
Society of Local Council Clerks	28.00	100563
B Cornish - May salary	332.24	100564

Cllr Fell proposed, Cllr Lintonbon seconded and it was RESOLVED that they be approved.

b. To resolve to approve the Bank balances – Cheque and Reserve Accounts:

Balances to be Approved and Noted as at 08.05.18

Current Account: £16,605.30 Deposit Account: £580.00

Cllr Fell proposed, Cllr Lintonbon seconded and it was RESOLVED that they be approved.

25.18 To receive any reports from parish representatives on the meetings of any Outside Bodies:

NFNPA Development Control Committee: The Clerk gave a brief report on a meeting she had attended to speak on behalf of the Council in support of the application for Primrose Cottage, Newgrounds. She said that following an hour's discussion amongst councillors and statements from the applicant's planning adviser and the Parish Council, the application had been refused by 7 votes to 5. All councillors had agreed that the need for the extension had been clearly demonstrated and that it had been an extremely difficult application to determine.

26.18 To resolve to note the Correspondence received: Cllr Fell proposed from the Chair and it was RESOLVED that the following items of correspondence be noted:

1. New Forest National Park Authority – An email from David Illsley enclosing the minutes of the last meeting of the Western Escarpment Steering Group.

2. Rae Straton Lunch Club and Fordingbridge Day Centre – An email invitation to attend the AGMs being held on Wednesday 16th May in the North Room at Avonway Community Centre. The Lunch Club meeting will begin at 2.15 p.m. And the Day Centre meeting at 3.15p.m.
3. Hampshire Association of Local Councils – An email regarding the health of the Chief Executive Steven Lugg.
4. UK Cycling Events – An email enclosing an event plan for a non-competitive cycling sportive taking place on Saturday 7th July 2018 starting from Gang Warily Recreation Centre.

27.18 Any Other Business: No items were raised.

28.18 Next meeting: Cllr Fell confirmed the date of the next meeting as Tuesday 12th June 2018.

Part 2 – EXEMPT MATTERS - STAFFING

29.18 Cllr Fell to propose the following resolution – ‘That under the Public Bodies (Admission to Meetings) Act 1960 it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw in view of the confidential nature of the business on staffing about to be transacted’: This proposal was seconded by Cllr Cakebread and RESOLVED by all councillors.

30.18 To consider and resolve to approve the raising of the Clerk’s salary from 1st April 2018 in accordance with the National Association of Local Council’s document entitled ‘Employment Briefing E01-18 – 2018-19 National Salary Award’ and in accordance with her Employment Contract: Following a brief discussion, Cllr Fell proposed from the Chair and it was RESOLVED that the Clerk’s salary increase be approved.

With no other business, the meeting closed at 8.45 pm.

Members of the Council considered the foregoing in the matters in consideration of their duties: Equal Opportunities, (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety, and Human Rights.