

MINUTES
27.05.2020
GODSHILL PARISH COUNCIL

Minutes of the Virtual¹ Annual Meeting of the Parish Council held on Zoom on Tuesday 27th May 2020 at 7.30 pm.

Present:

Cllr Fell - Chairman
Cllr Cakebread
Cllr O'Brien
Cllr Phillips
Cllr Pomphrey
Cllr Williams
Cllr Woodward

Mrs Bev Cornish - Clerk
Two members of the public.

Public Session:

No questions or statements were received.

Litter Warden: Mrs Boyd reported that people were still putting litter in the bins even though she had affixed a sign saying that they were not being emptied and the litter should be taken home. Following a brief discussion, Mrs Boyd agreed to cover the bins so that no further litter could be deposited in them until further guidance had been received on collection and disposal of litter by parish councils.

01.20 Election of a Chairman for 2020/21: Cllr Williams proposed, Cllr O'Brien seconded and it was RESOLVED that Cllr Fell be elected as Chairman for 2020/21.

02.20 Election of a Vice Chairman for 2020/21: Cllr Williams proposed, Cllr Cakebread seconded and it was RESOLVED that Cllr O'Brien be elected as Vice-Chairman for 2020/21.

03.20 To receive apologies for absence: An apology was received from District Cllr Emma Lane.

04.20 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 dispensation requests.

¹ In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

05.20 To resolve to approve the Minutes of the Ordinary meeting held on 10th March 2020: Cllr Williams proposed, Cllr Pomphrey seconded and it was RESOLVED that the Minutes be approved and signed as a true record by the Chairman.

06.20 To resolve to refer any business raised by the public in public discussion, and any other matters or items of information from councillors, to a future meeting or to resolve to agree on any other action: No matters were raised for action.

07.20 To resolve to note 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:

81.19 Defibrillator Training: This has been delayed until HM Government's instructions on gatherings is known.

108.19 Speed Indicator Devices: The SIDs have been installed by the Chairman.

139.19 Lengthsman: The Lengthsman has continued to visit to clear the footpath from Crystal Hollow to the Fighting Cocks.

143.19: Fencing around the Southampton Road Cattlegrid: This has been completed by Hampshire County Council.

Litter Warden: Feb 20 Mtg: Cricket Pitch Bin: There has been no further progress on this.

151.19: Boundary Commission Consultation: A response has been received advising that progress has delayed for the foreseeable future due to Covid-19.

08.20 Planning and Tree Work Applications:

Application No. 20/00276 Ytene Gardens, Southampton Road, Godshill - Single storey extension; roof alterations: Following a brief discussion, Cllr Williams proposed, Cllr O'Brien seconded and it was RESOLVED that Godshill Parish Council should recommend permission for this application on the grounds that the proposal would enhance the dwelling and would have minimal impact on the Western Escarpment Conservation Area.

Application No. CONS/20/208

Fig Cottage, Southampton Road, Godshill – Fell 1 x Ash tree, Prune 2 x Ash trees: Cllr Fell proposed from the Chair and it was RESOLVED that the decision on this application be left to the Tree Officer.

Application No. CONS/20/0225 The Cottage, Woodgreen Road, Godshill – Pollard 1 x Olive Tree, Pollard 1 x ornamental Cherry tree (Prunus Serrulata): Cllr Fell proposed from the Chair and it was RESOLVED that the decision on this application be left to the Tree Officer.

Application No. TPO/20/0236

Sandy Balls Holiday Centre, Sandy Balls Estate, Godshill - Various works to mixed tree species as detailed within tree survey schedule: Cllr Fell proposed from the Chair and it was RESOLVED that the decision on this application be left to the Tree Officer.

09.20 To resolve to ratify the delegated decision on Planning Application No. 20/00068 Broadhill Cottage, Broadhill Lane, Blissford – Replacement dwelling; retention of outbuilding with alterations as follows:

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'Godshill Parish Council recommends Permission for the above application but would accept the decision reached by the national park authority officers under their delegated powers.

The Council's decision takes into account the current state of collapse, the sympathetic nature of the amended replacement design (which appears to have the tacit support of the conservation officer except for the roof), the changes to the garage design and the support of neighbours and the wider community (as evidenced by the petition in support). The Council believes that the community benefits of a replacement dwelling outweigh the loss of the non-designated heritage asset given its current state of disrepair and given that the only alternative would likely be to leave it in its current state. However, it recognises both the sensitivity of Broadhill Cottage as a non-designated heritage asset, and that if it were to be replaced this should not be regarded as a precedent, and also that there is a disagreement between the applicant and the NPA on the issue of neglect.'

Cllr Fell proposed, Cllr O'Brien seconded and it was RESOLVED that the decision be ratified.

10.20 To resolve to ratify the delegated decision on Tree Works Application CONS/20/0191 34 Larch Row, Sandy Balls Estate, Godshill as follows:

'Godshill Parish Council resolved to leave the decision on this application to the Tree Officer'.

Cllr Fell proposed, Cllr O'Brien seconded and it was RESOLVED that the decision be ratified.

11.20 To resolve to re-adopt the Council's Standing Orders for 2020/21: Cllr Fell proposed from the Chair and it was RESOLVED that the Standing orders be re-adopted.

12.20 To resolve to re-adopt the Council's Financial Regulations for 2020/21: Cllr Fell proposed from the Chair and it was RESOLVED that the Financial Regulations be re-adopted.

13.20 To consider and re-adopt the following Parish Council Policies for 2020/21:

- Risk Management Policy and Risk Registers 1-3.
- Complaints Policy
- Policy on Filming, Photographing, Audio Recording & Social Media Reporting of Public Parish Council and Committee Meetings
- Procedures for handling requests made under the Freedom of Information Act 2000.
- Policy on Cycling in Godshill
- Documents pertaining to the General Data Protection Regulation (EU) 2016/679:
 - a. Information & Data Protection Policy
 - b. Document Retention & Disposal Policy
 - c. Social Media & Electronic Communication Policy

Cllr Fell proposed from the Chair and it was RESOLVED that the Council's policies be re-adopted with minor amendments being made to the Policy on Cycling in Godshill.

14.20 To consider and review the Parish Council's Asset Register for 2020/21: Cllr Fell proposed, Cllr Pomphrey seconded and it was RESOLVED that the Asset Register be approved.

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15.20 To confirm approval of the arrangements for insurance cover in respect of all insured risks: Cllr Fell proposed from the Chair and it was RESOLVED that the Council's arrangements for insurance cover be approved.

16.20 To agree the dates and times of ordinary meetings of the Council for 2020/21: Cllr Fell proposed from the Chair and it was RESOLVED that the dates and times of meetings be approved.

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

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

Cllr Fell proposed, Cllr Woodward seconded and it was RESOLVED that the representatives of the Council be approved.

18.20 To resolve to approve the Lengthsman's Annual Contract to 31st March 2021 for the agreement between the Lead and Associate Parishes: Following a brief discussion, Cllr Fell proposed from the Chair and it was RESOLVED that the Agreement be approved. It was also RESOLVED that the Clerk be given delegated authority to sign the Agreement on behalf of the Council in view of HM Government's restrictions during the Covid-19 pandemic.

19.20 To consider a request from a resident to investigate the removal of the Postbox on the upper road in Godshill Wood and to request that it be reinstated: Following an explanation from the Clerk, Cllr Fell proposed, Cllr O'Brien seconded and it was RESOLVED that the Clerk should investigate its removal and request its reinstatement through the local or regional delivery office of Royal Mail.

20.20 To resolve to approve the purchase of additional PPE up to the value of £150 for the Litter Warden to ensure her continued safety and to enable her to return to her role once HM Government's restrictions are lifted: Cllr Fell proposed, Cllr Williams seconded and it was RESOLVED that the purchase of additional PPE be approved.

21.20 To resolve to approve the following payments:

- £940 - Society of Local Council Clerks - For the clerk's community governance qualification.
- £42.95 - Society of Local Council Clerks - Annual subscription shared proportionately with Downton Parish Council.
- £40.00 - About the Home - For weed clearance of the Village Hall car park.
- £251.16 - Hampshire Association of Local Councils - Annual subscription.
- £42.48 - Cllr Fell for Padlocks for SIDs.
- £35.00 - Information Commission – Annual Data protection fee

Cllr Fell proposed, Cllr Pomphrey seconded and it was RESOLVED that the payments be approved.

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22.20 Finance and Policy:

a. To resolve to approve the sum of £2,259.66 as the Accounts for payment for May:

	£	Cheque No.
SLCC	940.00	100663
SLCC	42.95	100664
About the Home	40.00	100665
HALC	251.16	100666
Cllr Fell (Caxtons Décor)	42.48	100667
ICO	35.00	DD
B Cornish – April and May salaries	600.42	100668
HM Revenue & Customs – PAYE	247.65	100669

Cllr Pomphrey proposed, Cllr Williams seconded and it was RESOLVED that the accounts for payment be approved.

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

Current Account: £8,409.15 Deposit Account: £581.12

Cllr Pomphrey proposed, Cllr Woodward seconded and it was RESOLVED that the balances be approved and noted.

23.20 Outside Bodies and Representation:

Broadband: Cllr Fell gave a brief report on the progress of the Council's application to Rural Gigabit Voucher Scheme. He said that the Clerk had spoken at length to the Council's contact at BT Openreach and had provided additional information on the locations of properties to be included. The contact had promised to provide a quote within the next 3-4 weeks so that the Council could progress the project with residents.

Speed Indicator Devices: Cllr Fell gave a brief report on the SIDs which were now installed and working and had had an impact on the speed of traffic using the Southampton Road. He said that a set of batteries lasted approximately one week but once traffic was back to the pre-Covid volume, they may need to be changed more regularly.

Councillors expressed their thanks to Cllr Fell for all his work on this project and Cllrs Woodward and Pomphrey offered to assist with keeping a check on and the changing of batteries.

Covid-19 Community Support: Cllr Williams gave a brief report on the support being provided to residents in Godshill. She said that as was usual in the community, everyone was looking after their neighbours and so the provision of a significant amount of support had not been required.

Cllr Cakebread expressed her thanks for the support provided to her whilst shielding in terms of shopping and prescription collecting which had been an enormous help and was greatly appreciated.

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24.20 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. NFNPA
 - Emails advising that all future meetings of Western Escarpment and NW Quadrant have been cancelled for the foreseeable future.
2. NFDC
 - Email providing updates on Covid.
 - Email advising of restoration of car parking charges on 1st June
3. Parishioner – An email regarding the removal of the post box in Godshill Wood.
4. Emails on the Council's internal and external audits.

25.20 Any Other Business:

Sandy Balls Holiday Centre: Cllr Pomphrey advised that Clare Watkins, the General Manager had left the company. She had been replaced by the Away Resorts' General Manager from the Hayling Island site. He also said that when things returned to normal, he would arrange a meeting with him.

Latch on gate by cattle grid: Cllr O'Brien reported that the latch on the gate was not horse rider friendly and required them to dismount to open the gate. The Clerk advised that she would ask the Lengthsman to investigate the fitting of a different latch to assist horse riders.

Brexit Funding: Cllr O'Brien asked whether the Clerk could find out whether there was any money left from the funds allocated to assist local companies and organisations in the lead up to Brexit and if there wasn't, how this money had been spent. The Clerk agreed to contact Cllr Edward Heron to ask if any money was available.

Historic buildings: Cllr Cakebread asked whether councillors could consider which buildings could be considered of historic value in the parish. She said she supported Cllr O'Brien's view that the Council should compile a list of 'Buildings of Interest' in the parish.

Parking at the entrance to Newgrounds: Cllr Phillips asked whether anything could be done about the proliferation of parked cars on the track close to the entrance to Newgrounds, the maintenance of which fell to the owners of Forest Farm Cottage. She said the owners had put signs up to discourage parking but this had not prevented visitors from leaving their vehicles parked for hours blocking the owners' access to the cottage. The Clerk said that she would investigate this matter with her contacts at the Forestry Commission.

26.20 Next meeting: Cllr Fell advised that due to the Covid-19 restrictions, the next meeting will be held on Zoom on Tuesday 9th June 2020 at 7.30 pm.

With no other business, the meeting closed at 8.38 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.