

# GODSHILL PARISH COUNCIL

Mrs B Cornish – Parish Clerk  
West View, Slab Lane, Downton, Salisbury, Wiltshire. SP5 3PS  
Tel: 01725 513874 Email: [clerk@godshillparishcouncil.gov.uk](mailto:clerk@godshillparishcouncil.gov.uk)

**To all Members of Godshill Parish Council**

**You are summoned to the Annual Meeting of Godshill Parish Council on Tuesday 10<sup>th</sup> May 2022 at 7.30 pm. This meeting will be at Godshill Village Hall, Woodgreen Road, Godshill for the purpose of transacting the following business.**



**Bev Cornish CerTHE, PSLCC  
Parish Clerk and Responsible Finance Officer  
3<sup>rd</sup> May 2022**

**All present are encouraged to follow all HM Government Guidance on COVID-19:**

- Masks to be worn.
- Please use the hand sanitiser on arrival.
- Please read the Council's revised Covid-19 Risk Assessment.
- Please **do not** attend if you have any recognised Covid-19 symptoms.

The Chairman will confirm that the meeting will be audio recorded by the Clerk and that it may be filmed, photographed or audio recorded by members of the public. If any member of the public present at the meeting objects, please inform the Chairman or the Parish Clerk before the start of the meeting.

**Litter Warden** - To receive a short verbal report from Mrs Sara Boyd.

## **7.30 pm Public Question Time**

Prior to the start of the meeting, there will be a public session which, at the Chairman's discretion may last up to 15 minutes, to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council meeting. Members of the public are asked to restrict their comments and/or questions to three minutes. This section is not part of the formal meeting of the Council.

### **01.22 Election of Chairman**

To resolve to election a Chair for the 2022/23 civic year.

### **02.22 Election of Vice-Chairman**

To resolve to election a Vice-Chair for the 2022/23 civic year.

### **03.22 Business Raised During Public Question Time**

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.

#### **04.22 Apologies**

To receive and consider accepting apologies for absence.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

#### **05.22 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.
- b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

#### **06.22 Minutes**

To resolve to approve the Minutes of the Ordinary Meeting held on 10<sup>th</sup> April 2022.

#### **07.22 Planning and Tree Work Applications:**

##### **Application No. 21/00807 (Amended Plans)**

**Paysanne, Godshill Wood** - Application to vary condition 2 of planning permission 18/00262 for Dwelling; detached garage with office over; sewage treatment plant; details of lighting; demolition of existing dwelling and outbuilding to allow minor material amendment.

##### **Application No. 22/00290**

**Ridge Farm, Previously 'The Studio', The Ridge, Godshill** - Application for a Certificate of Lawful Development for continued use of dwelling in breach of condition 2 (agricultural occupancy) of planning permission 77/06915.

##### **Application No: CONS/22/0194**

**Moorlands Cottage, Southampton Road, Godshill** – Fell 1 x Macrocarpa tree, Fell 2 x Lawson Conifer trees

##### **Application No: CONS/22/0195**

**Saltings, The Ridge, Godshill** – Prune 3 x groups of Douglas and Spruce trees

##### **CONS/22/0203**

**Woodpeckers, Woodgreen Road, Godshill** - Prune 1 x Oak tree (A on plan)  
Prune 1 x group of Ash and other mixed species trees (B on plan)  
Prune 1 x group of mixed species tree (C on plan).

#### **08.22 Standing Orders**

To resolve to approve the Parish Council's revised Standing Orders for 2022/23 as issued by the National Association of Local Councils in April 2022.

#### **09.22 Financial Regulations**

To resolve to approve the Parish Council's Financial Regulations for 2022/23.

# AGENDA

## **10.22 Re-adoption of Policies**

To consider and re-adopt the following Parish Council Policies for 2022/23:

- Risk Management Policy and Risk Registers 1-3
- General Reserves Policy
- Complaints Policy
- Remote/Virtual Meeting Protocol
- 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
- Planning Protocol
- Protocol on the Audio Recording of Parish Council Meetings
- 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

## **11.22 Asset Register**

To consider and review the Parish Council's Asset Register for 2022/23.

## **12.22 Insurance**

To confirm approval of the arrangements for insurance cover in respect of all insured risks.

## **13.22 Dates of Meetings**

To agree the dates and times of ordinary meetings of the Council for 2022/23.

## **14.22 Membership of Outside Bodies**

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

- a. Godshill Village Hall Committee (x2)
- b. New Forest Consultative Panel (x1)
- c. Footpath & Rights of Way Officer (x1)
- d. New Forest Association of Town & Parish Councils (NFALC) (x1)
- e. NFNPA Quadrant meetings (x1)
- f. Western Escarpment Conservation Area Steering Group (x1)
- g. Sandy Balls Holiday Centre (x1)

## **15.22 Clerk's Report**

To resolve to note the Clerk's Report providing information on recent issues and work completed.

## **16.22 Use of Dropbox and the Purchase of additional Hard Drive**

To consider whether to agree to the setting up of Dropbox for use by councillors and the officer to access Council documents following receipt of further information from the Clerk and to approve the purchase of an additional hard drive at the cost of £120.

# AGENDA

## **17.22 Local Listing of Heritage Assets in Godshill**

To resolve to note the New Forest National Park Authority's proposal to add Rose Cabin, Blissford Lane, Railway Carriage(s) in the grounds of House on the Hill, Blissford Lane and the WW2 Ashley Walk Bombing Range to the Local List of Heritage Assets.

## **18.22 Payments**

To resolve to approve the following payments:

£51.09 - Society of Local Council Clerks - Annual subscription shared proportionately with Downton Parish Council.

£252.21 - Hampshire Association of Local Councils - Annual subscription.

## **19.22 Finance and Policy:**

- a. To resolve to approve the sum of £648.69 as the Accounts for payment for May.
- b. To resolve to approve the Bank balances - Cheque and Reserve Accounts.

## **20.22 Correspondence**

To resolve to note the Correspondence received.

## **21.22 Any Other Business.**

To consider any other business on which no decisions can be taken or suggest agenda items for the next meeting.

## **22.22 Next Meeting**

To confirm the date of the next meeting as Tuesday 14<sup>th</sup> June 2022 to be held on at Godshill Village Hall at 7.30 pm.

***Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & safety, and Human Rights.***