

MINUTES
14.05.2024
GODSHILL PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Tuesday 14th May 2024 at 7.30 pm at Godshill Village Hall.

Present:

Cllr Fell – Chairman

Cllr Atwill

Cllr Cakebread

Cllr Sanger

Cllr Stammers

Mrs Bev Cornish – Clerk

Nine members of the public

Litter Warden

Mrs Boyd advised that the litter was increasing but she was unsure how this could be reduced. The Clerk confirmed that she would be asking the Lengthsman to check if the bin beside the layby near Godshill Cross was repairable during his visit on 20th May. Cllr Fell agreed to produce further signs 'There is no such thing as the Dog Poo Fairy' which had been removed to discourage people from leaving behind dog poo bags. He said he would also talk to Godshill Cricket Club.

Cllr Sanger suggested that reminders through the local primary schools could reinforce the message to children and their parents.

01.24 Election of Chair

Cllr Sanger proposed, Cllr Cakebread seconded and it was RESOLVED that Cllr Fell be elected as Chair for the 2024/25 civic year. Cllr Fell signed his Declaration of Acceptance of Office.

02.24 Election of Vice-Chair

Cllr Fell proposed, Cllr Atwill seconded and it was RESOLVED that Cllr Woodward be elected as Vice-Chair for the 2024/25 civic year.

03.24 Apologies

Cllr Fell proposed from the Chair and it was RESOLVED that the apologies received from Cllr Woodward due to a holiday commitment be accepted.

04.24 Public Question Time

A member of the public spoke on the importance of the 12 conservation areas within the National Park and particularly the Western Escarpment Conservation Area. She asked that a link to the NPA Conservation Area page be added to the Council's website and that the Council could consider writing to Estate Agents to emphasise the importance of a conservation area and what residents can and cannot do when purchasing a property.

Cllr Sanger suggested that the Council contacts the conservation officers at the National Park to seek their guidance on how this can be best be done.

A further discussion was held on dog poo. Cllr Fell agreed that contact would be made with the local Keeper regarding signage to encourage members of the public to pick up after their dogs.

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05.24 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 no dispensation requests had been received.

06.24 Minutes

Cllr Fell proposed, Cllr Sanger seconded and it was RESOLVED that the Minutes of the Ordinary Meeting held on 9th April 2024 be approved and signed as a correct record.

At this point in the meeting Cllr Fell proposed from the Chair and it was RESOLVED the meeting be opened for members of the public to speak.

07.24 Planning and Tree Work Applications

Application No 24/00339FULL

Atchin-tan, Woodgreen Road, Godshill – Manège:

Cllr Sanger proposed, Cllr Fell seconded and it was RESOLVED that Godshill Parish Council leaves the decision to the officer due to councillors having significant concerns about the safety of the access and its position/location on Woodgreen Road. It therefore asks that an opinion is sought from a highways officer.

Councillors also asked that conditions be added to the decision notice as follows:

- No light to be permitted to be compliant with Policy DP53
- That it be solely for personal use by the applicant
- That no sound amplification be permitted.

Application No 24/00390LDCE

Chamberlain Field, Southampton Road, Godshill - Application for a Certificate of Lawful Development for continued use of land as a campsite for no more than 50 pitches for up to 28 days per year:

A number of residents expressed significant concerns about the application and the potential impact it would have on permanent residents if it were given permission. None of the residents who spoke could recall that continuous use of the site had taken place over the last 10 years. Concern was also expressed regarding the relocation of dog walking to Merehay field on the site.

Cllr Fell proposed, Cllr Atwill seconded and it was RESOLVED that Godshill Parish Council submits a response confirming categorically that the land known as 'Chamberlain Field' has not been used as a campsite for up to 50 pitches for up to 28 days per year for a continuous period of 10 years preceding the date of this application. The Council has checked back in its records and can find no evidence to support the claim. The Council has noticed that the application is for a pop up 28 day camping site. However, it is alarmed by the advert already showing on the Sandy Balls website which states that camping is available for 61 days! It is also concerned as no location has been provided for the entrance to Chamberlain Field which will affect the safety and flow of traffic on the Southampton Road.

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The Council is aware that Chamberlain Field has been used only as a dog walking field for at least the last 8 years. Prior to that, for one year it was used as a campsite run by a person unconnected to Sandy Balls. If camping is allowed on this field, it understands from residents that the dog walking field will be relocated to Merehay field which will impact adversely on the residents who live permanently on the site.

When planning application 18/00139/FULL Sandy Balls Holiday Village - Use of land for the siting of 108 holiday lodges (static caravans) including the relaying of 108 bases, access roads, parking spaces, refuse enclosures and associated landscaping was given permission in the New Forest National Park Authority in 2018 part of the reasons given by the applicant and accepted by the Authority was the reduction in traffic and occupancy levels after it relinquished the 28 day

agricultural field Corn Acre and ceased all camping and touring activities. This reduction in visitors and traffic was a key selling point by the Chief Executive and Communications Team of Away Resorts when they consulted with residents at a local exhibition showing the plans at the time.

The Case Officer's report at the time states:

'Development should also result in some environmental benefits. The proposed development would be contained within the existing site boundaries. The areas to be used for 12 months of the year would be central to the application site and the units to be used for 9 months would be nearest the edges. The applicant has submitted figures to show the current occupancy of the site compared with the total occupancy proposed.

Although the nature of tents and tourers is such that the fields are not fully occupied for the entire time they are available for use (be that 8 or 12 months), the reduction in numbers indicates that annually, fewer visitors would be accommodated on the site as a result of the installation of static mobile units. The extension of the period of occupancy to 9 months would still result in an overall reduction in visitor numbers and would not have a detrimental impact upon ecological interests on or in the vicinity of the site. Added to this, there would be a reduction in the number of caravans and motor homes crossing the forest and this would reduce the impact of traffic on residents of the village and on the fabric of the forest itself. The agreement of the applicant to revoke the permitted right to allow activities on the agricultural field for 28 days in any one year would reduce impacts towards the eastern boundary of the site and is considered to be a factor in the overall reduction of activity at the Holiday Park'.

Application No. 24/00508CONS

Brockholme, Southampton Road, Godshill - Prune 2 x Conifer trees (T1 & T2 on the plan):

Cllr Fell proposed, Cllr Cakebread seconded and it was RESOLVED that the Council raise no objection to it and that the decision be left to the Tree Officer.

Application No. 24/00515/CONS

Sandy Balls Holiday Centre, Southampton Road, Godshill -

Fell 1x Rowan tree (T2 on plan)

Fell 1x Silver Birch tree (T8 on plan)

Fell 1x Cherry tree (T12 on plan)

Fell 1x Common Oak tree (T13 on plan)

Fell multiple trees (G11 on plan)

Prune 1x Common Ash tree (T10 on plan)

Prune 3x Common Oak tree (T1, Tree A & Tree B on plan):

Godshill Parish Council objects strongly to this application on the following grounds:

1. The site for the works is impossible to locate from the plans provided and therefore prior to the decision being taken, councillors were unable to visit the site.

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2. The unacceptable reasons for removing the trees from this woodland site as stated in the Tree Survey at section 4.2:
'The new lodges will be craned into the site from the more open area directly to the south of the site, and in order to create adequate clearance through the trees to facilitate this operation, some trees need to be removed and others pruned, as detailed in the Arboricultural Impact Assessment drawing forming Appendix 3 of this report' .
3. The Council considers that removing trees to facilitate the installation of much larger new lodges which do not yet have permission, and in its view require permission, should not be given permission until/if permission is given for the new lodges.
4. The photographs sent by James Palmer show immature trees, just reaching the stage where they become useful for landscaping and, above all, for mitigation of light pollution.

Cllr Fell closed the meeting to the public.

08.24 Standing Orders

Godshill Parish Council RESOLVED to re-adopt the Council's Standing Orders for 2024/25.

09.24 Financial Regulations

Godshill Parish Council RESOLVED to re-adopt the Parish Council's Financial Regulations for 2024/25.

10.24 Re-adoption of Policies

Godshill Parish Council RESOLVED to re-adopt the following Parish Council Policies for 2024/25:

- Risk Management Policy and Risk Registers 1-3
- General Reserves Policy
- Protocol for Audio Recording of Council Meetings
- 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
- Dark Skies Position Statement
- Protocol on the Audio Recording of Parish Council Meetings
- Lone Worker Policy
- Complaints Procedure and Vexatious Complaints Policy
- Document Retention and Disposal Policy
- Statement of Internal Control and Annual Review of Effectiveness of Internal Control and Audit
- 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

11.24 Asset Register

Godshill Parish Council RESOLVED to approve the Parish Council's Asset Register for 2024/25.

12.24 Insurance

Godshill Parish Council RESOLVED to approve the arrangements for insurance cover in respect of all insured risks.

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13.24 Dates of Meetings

Godshill Parish Council RESOLVED to approve the dates and times of ordinary meetings of the Council for 2024/25.

14.24 Membership of Outside Bodies

Godshill Parish Council RESOLVED to appoint the following Representatives of Godshill Parish Council:

- a. Godshill Village Hall Committee (x2) - Cllr Stammers
- b. New Forest Consultative Panel (x1) - Any available councillor
- c. Footpath & Rights of Way Officer (x1) - Cllrs Fell and Stammers
- d. New Forest Association of Town & Parish Councils (NFALC) (x1) - Cllr Fell
- e. NFNPA Quadrant meetings (x1) - Cllr Woodward
- f. Sandy Balls Holiday Centre (x1) - Cllrs Fell, Woodward and Sanger

15.24 Clerk's Report

Highways Issues: The Clerk advised that she had received a phone call from Hampshire Highways on the day of the meeting advising that they had just received the emails on Woodgreen Road which had been sent in late March. The Officer advised that he would visit the site and look at the issues. He also advised that the Council could ask for its local highways engineer to visit the parish to look at the other highways issues of concern to the Council.

Newsletter: The Clerk advised that she was still awaiting clarification from Wessex Internet.

Annual Internal Audit: The audit took place with Fair Account on Monday 15th April.

16.24 Internal Auditor's Report

Godshill Parish Council RESOLVED to note the Internal Auditor's Report from Fair Account contained within the Annual Governance and Accountability Return. It also RESOLVED to approve the Annual Accounts to 31st March 2024.

17.24 Annual Governance Statement

Godshill Parish Council RESOLVED to approve the Annual Governance Statement contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2024 for submission to the Parish Council's External Auditors.

18.24 Accounting Statements

Godshill Parish Council RESOLVED to approve the Accounting Statements and Statement of Variances contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2024 for submission to the Parish Council's External Auditors.

19.24 Exercise of Public Rights

Godshill Parish Council RESOLVED to approve the dates for the period for the exercise of public rights for the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2023 which were from Monday 4th June to Friday 15th July 2024.

20.24 Conflicts of Interest with BDO LLP

Godshill Parish Council RESOLVED to confirm that no conflicts of interest exist between the Parish Council and BDO LLP and agree that the form be signed accordingly by the Chairman and Clerk.

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21.24 Civility and Respect

To consider a proposal from Councillor Sanger that Godshill Parish Council:

- a. Formally disowns and condemns the verbal attack made about a senior officer at the New Forest National Park Authority by a member of the public at the Annual Parish Meeting and in so doing takes account of the national concern for the safety of and threats to public servants;
- b. Demonstrates its commitment to ensuring that public servants working in partner organisations are treated with dignity, respect and courtesy by approving the amendments to the Council's Dignity at Work Policy.

Following a detailed discussion, Cllr Sanger proposed, Cllr Fell seconded and it was RESOLVED that the Council record formally that it disowned and condemned the verbal attack made on the senior officer and that the proposed the amendments to the Council's Dignity at Work Policy be approved.

22.24 Memorial Plaque

To consider a request from a member of the public to place a memorial plaque on the public bench near Godshill Inclosure and an offer to contribute to its maintenance:

Following a brief discussion, Cllr Fell proposed, Cllr Sanger seconded and it was RESOLVED that permission be granted subject to the Council being advised of the wording to be placed on the plaque and the likely contribution to be made towards its maintenance.

23.24 Lengthsman's Visit

It was agreed that the tasks for the Lengthsman's visit on Monday 20th May 2024 would be the repair of the public refuse bin located in the layby near Godshill Cross, the seewping of the pavement between the pinch points and, if possible, the digging out of the culvert beside the Village Hall.

24.24 Finance and Policy:

a. Payments

To resolve to approve the following payments:

£280.00 Fair Account – Completion of Annual Internal Audit

£62.58 Society of Local Council Clerks – Annual Subscription shared with Tisbury Parish Council.

b. To resolve to approve the sum of £743.33 as the Accounts for payment for May.

£		
Fair Account	Internal Audit	280.00
SLCC	Annual Subscription	62.58
B Cornish	May salary	400.75

Cllr Fell proposed, Cllr Sanger seconded and it was RESOLVED that the Accounts for payment for May be approved.

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

Balances to be Approved and Noted as at 14.05.24

Current Account: £7,897.02 Deposit Account: £10,722.40

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25.24 Correspondence

Cllr Fell proposed from the Chair and it was RESOLVED that the following items of correspondence be noted:

1. Email from NFDC advising that New Forest District Council, along with Folio, the National Park Authority and Culture in Common, is leading the work for a new district wide Cultural strategy. It will be running a facilitated workshop with expert cultural engagement specialist, exploring the local cultural offer and future opportunities, on the morning of Tuesday 11th June at Minstead Lodge and they would love it if the Council could join them. We would each area send one representative.
2. Email from NFDC the Community Safety Team along with our colleagues from Hampshire Constabulary will again be conducting Community Engagement Days across the new forest district. This is an annual event where we engage with the public regarding crime and disorder and anti-social behaviour. Where possible, we complete surveys which helps inform our annual strategic assessment.

Alongside the survey, we also have crime prevention advice, leaflets and merchandise (some of which is sold in our information offices).

Dates:

- Wednesday 29 May, Roundhill Car Park, Fordingbridge, 12pm to 3pm
 - Wednesday 26 June, Ringwood Gateway, 9am to 12pm
3. Email from NFNPA re: New Government planning enforcement rules came into force on 25th April 2024 which will help further protect the New Forest National Park's natural and built environment. These include unlimited fines for those who do not comply with enforcement notices, and a longer period in which Local Planning Authorities (LPAs) can take enforcement action against some unauthorised development – with the previous four-year limit now extended to 10 years. LPAs can now also issue temporary 'stop notices' on certain work, which are effective for up to 56 days rather than 28.

26.24 Any Other Business.

Godshill Pottery: A brief discussion took place on the future of Godshill Pottery as a building.

27.24 Next Meeting

Cllr Fell confirmed the date of the next meeting as Tuesday 11th June 2024 to be held at Godshill Village Hall at 7.30 pm.

With no other business, the meeting closed at 9.11 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.