

**Clerk to Council: Elizabeth Martin**

Website: <http://www.poulshot.org.uk/parish-council/>  
 Email: [poulshotparishcouncil@gmail.com](mailto:poulshotparishcouncil@gmail.com)  
 Telephone: 0773 059 4658  
 Twitter: @PoulshotCouncil

Ivy House  
 72 The Green  
 Poulshot  
 SN10 1RT

FINAL**PARISH COUNCIL MEETING MINUTES**

Minutes of the Meeting of Poulshot Parish Council  
 held at Poulshot Village Hall, Poulshot on Tuesday 19<sup>th</sup> November 2019  
 commencing at 7:30pm

- MEMBERS PRESENT:** Councillors Adrian Baber [AB], Geoff Collett [GC], Ian Gillies [IG], Ben Hamilton [BH], Sam Wright-Hurn [SWH], Tim Jalland [TJ], Steve Housby [SH]
- OFFICER PRESENT:** Elizabeth Martin [EM]
- OTHERS PRESENT:** Cllr. Jonathon Seed, Members of the Public.
- CHAIR:** Ben Hamilton
- APOLOGIES:** PCSO Maggie Ledbury [ML],
- FC19/20/118 APOLOGIES FOR ABSENCE.**  
Maggie Ledbury.
- FC19/20/119 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**  
None.
- FC19/20/120 TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3<sup>RD</sup> SEPTEMBER 2019**  
A query was raised on who was running the WWI celebrations for 2020. It was confirmed that it was a Village Trust event not a Parish Council event.  
Proposed BH, seconded SWH  
IT WAS RESOLVED THAT the minutes for the Parish Council meeting held on 3<sup>rd</sup> September 2019 be accepted as written. *SUPPORTED BY THE PARISH COUNCIL,*
- FC19/20/121 TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1<sup>ST</sup> NOVEMBER 2019**  
Proposed TJ, seconded SWH  
IT WAS RESOLVED THAT the minutes for the Parish Council meeting held on 1<sup>st</sup> November 2019 be accepted as written.
- FC19/20/122 CHAIRMAN'S WELCOME**  
BH updated the Council that the Council had some feedback on its boundary issues and hoped to speak to the various neighbouring properties shortly.

**FC19/20/123 POLICE REPORT**

No PCSO in attendance. The Clerk read out the Police Report which will be posted to the website

**FC19/20/124 UNITARY COUNCILLOR'S REPORT**

JS updated that not much has happened with WC due to the election.

<http://www.poulshot.org.uk/parish-public-notice/>

**FC19/20/125 PLANNING MATTERS – TO RECEIVE THOSE DECISIONS NOTIFIED AND TO CONSIDER APPLICATIONS RECEIVED**

Update On Existing:

Application: Alcohol License  
 Location: Poulshot Lodge Farm (Shop)  
 Decision: No Update.

Application: 19/07518/FUL  
 Location: Land At Barley Hill Lane, Poulshot  
 Proposal: Erection of agricultural storage building, installation of solid gate and regularisation of track.

Outcome **Rejected.**

Application: 19/07887/FUL  
 Location: Lodge Farm, Poulshot  
 Proposal: Conversion of agricultural store and workshop into commercial units

Outcome **Approved With Conditions.**

New:

Application: 19/09832/FUL  
 Location: Land at 6 Greenways, The Green, Poulshot  
 Proposal: Change of use from Agricultural to Domestic Use  
 Outcome **No Objections.**

Application: 19/10522/TCA  
 Location: 56 Poulshot Road, Old Post Office, Poulshot  
 Proposal: Remove Ash Tree Stump  
 Outcome **No Objections.**

**FC19/20/126 CLERK'S REPORT**

The Clerk updated the Council that she had completed her accreditation exams at 93% and thanked them for the support.

**FC19/20/127 HIGHER GREEN FARM**

**FC19/20/128 (a) To Consider and Approve the Outstanding Invoice from Royd Withey King for the amount of £950.00 plus VAT (from the Legal and Contingency Budgets)**

Proposed BH, Seconded SH

IT WAS RESOLVED THAT the invoice will only be paid on production of a breakdown of the costs.

**FC19/20/129 (c) To Consider and Agree an allocation of £250 from the Contingency Budget to finalise the HGF transfer with delegated authority to the Clerk in consultation with the Chair**

Proposed BH, Seconded TJ

The Council felt no additional work should be carried out by Withey King with respect to Higher Green Farm unless the work is paid for by the developer.

IT WAS RESOLVED THAT an allocation of £250 from the Contingency Budget to finalise the HGF transfer with delegated authority to the Clerk in consultation with the Chair.

**FC19/20/130 ITEMS 11, AND 13 WERE MOVED TO THE END OF THE MEETING**

Proposed, BH, Seconded, SWH

**FC19/20/131 TO CONSIDER AND AGREE TO ENGAGE THE SERVICES OF MEDIATOR REG WILLIAMS VIA THE SLCC TO INVESTIGATE AND ADVISE THE COUNCIL, REGARDING A COMPLAINT RECEIVED, AT A COST OF £750 FROM THE CONTINGENCY BUDGET**

BH explained that he had asked for outside help based on the complaint being against the whole council

Proposed, BH, Seconded, SWH

Motion Failed To Pass

IT WAS RESOLVED THAT the Council NOT engage the services of a mediator to investigate and advise the Council regarding the received complaint.

**FC19/20/132 TO CONSIDER AND AGREE TO NOMINATE A COUNCILLOR AS THE PROPOSED TRUSTEE TO THE VILLAGE HALL TRUST FOR THE FORTHCOMING YEAR IN ACCORDANCE WITH THE CONSTITUTION OF THE VILLAGE HALL TRUST**

Proposal To Withdraw Motion, BH, Seconded, SH

Agreed. Motion Withdrawn.

**FC19/20/133 TO CONSIDER AND AGREE THE TERMS OF REFERENCE FOR THE STAFFING COMMITTEE**

Proposal To Defer Motion To January, BH, Seconded, IG

Agreed. Motion Deferred.

**FC19/20/134 FINANCIAL MATTERS**

**FC19/20/135 (a) To Note the bank reconciliation for September and October 2019**  
Noted.

**FC19/20/136 (b) To Receive, For Information, The Financial Outturn To The End Of October 2019**  
Noted.

**FC19/20/137 (c) To Receive, For Information, the Initial Draft of the 2020/21 Parish Council Budget**  
Noted.

**FC19/20/138 (d) To Return the following amounts, forecast as unused, to the Contingency Budget**  
Council were unwilling to support.  
Motion Lost.

**FC19/20/139 TO RECEIVE FOR INFORMATION, AN UPDATE ON PRIOR ACTIONS BY THE COUNCIL.**  
No Outstanding Actions.

**FC19/20/140 TO RECEIVE FOR INFORMATION, DISBURSEMENTS MADE SINCE THE LAST MEETING AND TO SIGN THOSE PRESENTED AT THE MEETING.**

Payments

Robert Dart	Hedge Cutting	£186.90	CHQ
JS Weeks	Audit	£360.00	CHQ
Charlton Baker	Payroll	£37.50	CHQ
Elizabeth Martin	Salary	£X	CHQ
1&1	Internet	£1.20 x 2	DD

**FC19/20/141 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**  
No correspondence or circulars have been received.

**FC19/20/142 TO CONSIDER ITEMS OF MAINTENANCE.**  
40mpg Signs need attention.

**FC19/20/143 KEY MESSAGES:**  
▪ None

The public session of the meeting concluded at 9:30 pm.

**FC19/20/144 IN VIEW OF THE CONFIDENTIAL NATURE OF AGENDA ITEMS 11 AND 13 TO CONSIDER A RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, IN ORDER TO DISCUSS THE ITEMS IN ACCORDANCE WITH STANDING ORDER 3(D)**  
Proposed BH, Seconded SWH

IT WAS RESOLVED THAT the Public and Press be excluded.

- FC19/20/145 TO CONSIDER AND AGREE, BASED ON THE REQUEST FROM WILTSHIRE COUNCIL MONITORING OFFICE AND ON THE ADVICE OF THE STAFFING COMMITTEE, TO ENGAGE THE SERVICES OF SARAH CRAYFORD BROWN OF MEDIATION IN THE WORKPLACE TO PROVIDE MEDIATION FOR THE PARISH COUNCIL**
- FC19/20/146 (a) To Agree to engage the services based on the contract provided**  
Council were unwilling to support any mediation.  
Motion Lost.
- FC19/20/147 (b) To Agree to an allocation of up to £2000, charged at a daily rate of £500 from the Contingency Budget**  
Council were unwilling to support any mediation.  
Motion Lost.
- FC19/20/148 TO CONSIDER AND AGREE TO ENGAGE THE SERVICES OF HOEY AINSCOUGH ASSOCIATES TO ADVISE AND REPRESENT THE COUNCIL DURING ITS GRIEVANCE PROCESS**
- FC19/20/149 (a) To Agree to engage the services based on the contract provided**  
Council were unwilling to support.  
Motion Lost.
- FC19/20/150 (b) To Agree to an allocation of up to £2000, charged at a daily rate of £500 from the Contingency Budget**  
Council were unwilling to support.  
Motion Lost.

The meeting concluded at 11:00 pm.

The next meeting of the Parish Council will be at 7:30pm on Tuesday November 19<sup>th</sup>, 2019.



Summary Of Actions

None

Summary Of Resolutions

- FC19/20/120 IT WAS RESOLVED THAT the minutes for the Parish Council meeting held on 3rd September 2019 be accepted as written.
- FC19/20/121 IT WAS RESOLVED THAT the minutes for the Parish Council meeting held on 1st November 2019 be accepted as written.
- FC19/20/128 IT WAS RESOLVED THAT the invoice will only be paid on production of a breakdown of the costs.
- FC19/20/129 IT WAS RESOLVED THAT an allocation of £250 from the Contingency Budget to finalise the HGF transfer with delegated authority to the Clerk in consultation with the Chair.
- FC19/20/131 IT WAS RESOLVED THAT the Council NOT engage the services of a mediator to investigate and advise the Council regarding the received complaint.

These minutes are accepted as a true and accurate record: -

Signed

Date

1.2.21

Summary Of Public Participation Session

A parishioner enquired whether it was possible to have an umbrella Insurance for lots of groups combined under the PC. EM to look into the insurance model that could propose a better rate for everyone if things would be combined.

A Parishioner raised a question regarding the van parked on the Broadway. Highways had put a notice on it, would it be possible for it to be removed.