

Draft Minutes Poulshot Parish Council Meeting 2nd November 2021

Present: Nina Jeffries, Dan Scott, Liz Bissett, Clare Church, Mike Davis (Chair), Richard Culverhouse (Clerk)

Before the meeting started, Lucy Russell and Jon Martin made a presentation about the Village Trust to the Parish Council. This will be attached to the full minutes.

Raised by members of the public.

A member of the public noted that Cllr Nichols was presently in Spain, and questioned how she could maintain her role as a Councillor, asking if she was living in Spain. Cllr Bissett noted that Cllr Nicholls was not resident in Spain, can only remain there for up to 90 days, and will only become ineligible as a Councillor if she misses 6 consecutive Parish Council meetings.

With reference to the discussion of a pavement at Townsend, a member of the public requested that the PPC considered the safety for pedestrians on Poulshot Road between Sillington Lane and the dual carriageway.

A member of the public requested that the Parish Steward clear the gully / book the gully tanker, and do gritting and clearing on Corn Close. Cllr Bissett had the Parish Steward schedule, and agreed to follow this up.

The increase in agricultural traffic through the village was raised and discussed, including speed limits and weight limits of vehicles. It was agreed this be followed up with WCC Councillor Reay.

- 21/22 – 79 Apologies
Cllr Hues, Cllr Nichols
- 21/22 – 80 Declarations of Interest
Cllr Scott.
- 21/22 – 81 Approval of minutes for 7th September 2021.
Cllr Scott proposed they should be accepted, Cllr Church seconded, all agreed. Cllr Davis signed and initialled the minutes.
- 21/22 – 81 Chair's Comments
Cllr Davis noted that the current PPC had been in post 6 months and thus far had achieved the signing of the Higher Green Farm transfer after 10 years of discussion, and discussed the positive potential of the development. He further commented that the PPC is currently dealing with 3 audit challenges, 1 started during the time of the previous PPC, and all relating to the work / protocols of PPC before the current Councillors were elected. Addressing these challenges does incur potentially significant costs, and Cllr Davis noted that he felt PPC funds should be directed at development in the village. He asked that all focus on being united as a village and looking forward, rather than looking back towards older disputes.
- 21/22 – 82 Cllr Tamara Reay apologised for her late arrival; as discussed at the previous meeting, she had earlier attended Causton Parish Council meeting. She discussed
- WCC has updated a revised electric vehicle charging structure, including a grant scheme for communities to apply for their own electric charging points.
 - The survey of a new Police and Crime Commissioner
 - Speeding and increased traffic through the village – Cllr Church is willing to take on this issue on behalf of the Council, but needs a WCC contact. WCC Cllr Reay and Cllr Church will meet to discuss this and follow up.
- 21/22 – 83 Planning matters
3 Poulshot Road – a re-submitted application for a back garden extension – Cllr Scott proposed this be supported, Cllr Bissett seconded, all agreed.
Camping Pods at Caen Hill – Cllr Scott proposed this be supported, Cllr Jeffries seconded, all agreed.
56 Poulshot Road – tree work – Cllr Scott proposed, Cllr Church seconded, all agreed.

- 21.22 – 84 Higher Green Farm development update.
The deed for the transfer of the Village Green land has been transferred.
The owner of the land, Ivor Sault, raised a number of concerns about how the history and decisions re the HGF developed had been written about in the 'Not the Parish Council minutes' piece in the Village News, and this was discussed. Cllr Jeffries re-iterated that this piece in the magazine each month is specifically not from the PPC, although it does offer a true reflection of what is said at the meeting. In her capacity as editor of the Village News, Ms Jeffries offered to meet with Mr Sault in order to discuss the issues / comments he is concerned about and will put this in the next magazine. Cllr Bissett noted that the minutes that had been agreed were a true reflection of the discussion at the meeting.
- The future of the development at HGF was discussed, and Mr Sault noted that the application will require re-submission (due to the length of time that has elapsed), but was unable to say what will happen with the development in the future.
- 21/22 – 85 Highways
The Parish Steward will next be in the village on 9th November. A member of the public will email Councillors re work needed in Corn Close. Cllr Bissett updated re the Parish Steward schedule, and Cllr Church will follow up re the next visit.
- 21/22 – 86 Village Hall playground and boundaries.
The playground is the responsibility of the PPC and is currently unsafe. Various options to discuss this were discussed, and it was agreed that the Village Hall Committee and the PPC meet to discuss this. The Village Hall committee also wish to discuss an issue of land ownership on the village green / boundaries to the village hall, and this also will be discussed once the letter is received from the VH. In the meantime, the playground must remain cordoned off and unused.
- 21/22 – 87 Boundary dispute on the Village Green.
PPC have received a letter from a member of the public suggesting that fence posts recently erected by a house on the Village Green encroach on village green land. This was extensively discussed. Cllr Davis asked that more evidence be provided (by the owner of the fence posts) regarding the boundary: the owner agreed to do this.
- 21/22 – 88 Village Allotments
The clerk Richard Culverhouse will re-do the contract / invoice for allotments and send these to current allotment holders. He will also respond to a request for an allotment, and let them know there are currently no allotments available.
- 21/22 – 89 Poulshot Community Fund
The Clerk Richard Culverhouse now has the necessary signatories, and when the paperwork is fully completed will be able to transfer funds to achieve a higher interest rate.
- 21/22 – 90 Financial matters.
The PPC have 5 years to spend the Community Infrastructure Levy of £2010.77p. This will be considered in the next budget.
- 21/22 - 91 Audit challenges.
The PPC have received 2 Audit Challenges regarding actions / accounting in the years 2017 – 2018 and 2018 – 2019, i.e. before the current PPC. The Clerk and members of the PPC have met with one member of the public regarding one of these challenges, and has emailed the second member of the public in response. If the PPC is unable to resolve these challenges, the cost to the PPC, the village, is potentially thousands of pounds.
- 21/22 – 92 Budget and banking matters
- The Clerk has done a draft 2021 – 2022 budget to the end of the year and will send this to all Councillors
 - All Councillors who are signatories can now log on to see the accounts on line

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- The Clerk is now exploring setting up payments re a charge card for specific payments
- The budget needs to be with WCC by Jan 18th 2022

- 21/22 – 93 PPC website
PPC is now exploring having the website done by Hugofox, as is done by other local Parish Councils. Cllr Bissett proposed, Cllr Jeffries seconded that PPC go down this route, and include this in the budget; all agreed
- 21/22 – 94 Advert for new Clerk.
No responses received; Clerk to re-post advert on WALC, Indeed, Facebook. Cllr Davis will In budget, will be done as usual between October and February.
- 21/22 – 95 Community matters and correspondence
Village Hall have done new planters and bulb planting outside the Village Hall.
Peggies requested funding of £250 as a donation towards Christmas Hampers, in replacement of the long standing Christmas party for the over 75s. After discussion, it was agreed to make a donation towards a Christmas Gluhwein and carols social event. Cllr Davis proposed, Cllr Bissett seconded, all agreed.
Following a suggestion from a member of the public, it was agreed that the PPC would add a contingency amount in the budget towards any events marking the death of the Queen.
A request to hold the Lackham vintage Vehicle event on the green on 15th June was agreed.
The Village Bonfire Club / Village Hall had submitted exemplary documentation and risk assessments for the fireworks event on Nov 5th; the Clerk would send an email to say this was approved.
The 2022 Queen's Jubilee event (June 5 – 8th) will be discussed at the January meeting. In the interim, Cllr Jeffries will write to other village groups regarding working together to plan and run events to celebrate.
- 21/22 – 96 Hedge Cutting 22 / 23
Cllr Scott will get 3 quotes to be received by the January meeting so this can be included in the budget and agreed.

Key messages

- Queen's Jubilee events
- Village Christmas events – dates to be announced.

Next meeting: 7.30 p.m. Tuesday January 11th in Poulshot Village Hall

Meeting closed.