

POUSHOT PARISH COUNCIL
COUNCIL MEETING TO BE HELD IN
THE VILLAGE HALL
ON TUESDAY 17th NOVEMBER 2022 AT 7.30 P.M.

The Press and Members of the Public are welcome to attend.

The Openness of Local Government Bodies Regulations 2014 permits the audio and visual recording and photography of the Council and Committee meetings by the general public and/or media. It would be appreciated if persons wishing to take photographs or to record a meeting, were, wherever possible, notified to the Chairman or Clerk before the meeting concerned.

Public Participation-

To hear public comments / questions and **a developer update on the public contribution from Townsend Farm development.**

No decisions or arrangements will be made in this section. You will be allowed a maximum of 3 minutes. Maximum of 15 minutes allowed in total, in accordance with Standing Order No 3.

AGENDA

1. Apologies

To consider apologies.

2. Disclosure(s) of Interest and Granting of Dispensations.

To receive any declaration of interest by a member in relation to matters to be considered at this meeting as required by the Code of Conduct and to consider requests for dispensations.

3. Minutes

To confirm as a true record the Minutes of the meeting of the Parish Council held on 27th September 2022 and the Extraordinary meeting held on 12th October 2022. The attachments will form part of these main minutes but will not be redistributed with this Agenda.

4. Chairman's Announcements

- Bird Flu - Confirmation received from allotment holders that all birds are now in.

5. Police Report

Non attendance: see extract of email below, received on the 28th October 2022 from Sgt James Twyford. Response sent 31st October asking for reconsideration and use of the meeting for visibility within the village.

We aren't in a position to attend all PC Meetings as a matter of course however, as staff have left and not been replaced. It would cause too many abstractions and take the PCSO's away from their core role of being visible within the community and working on their open caseload. If we were to dedicate the required amount of time to attending and writing the requisite number of Parish-Level Reports, it would remove what's been conservatively estimated at 40hrs/month of visibility, the equivalent of a working week. When we had 6 PCSO's, it was a little more palatable, however we now have two PCSO's, so it's not sustainable.

If you do have something specific to raise, please let us know in advance and we'll sort something out.

6. Update from Wiltshire Councillor Tamara Reay

7. Planning Applications:

Comments and observations to be submitted to Planning at Wiltshire Council on the following application.

- a. **Application Ref PL/2022/07795** - Notification of proposed works to trees in a Conservation Area - Cooks Orchard, The Green, Poulshot.

Proposal:

T1 to be dismantled due to overcrowding.

T2 to be dismantled as it is too close to the building.

- b. **Application Ref PL/2022/08158** – Notification of proposed Works to Trees in a Conservation Area - 14 Moat House The Green, Poulshot.

Proposal:

T1 - Beech - To crown raise the two lower branches that overextend the garage and house due to end weight loading limbs.

T2 - Leylandii - To reduce the branches that overextend the garage roof and cause leaf droppage and excessive shading.

G3 - Group of Self Seeded Chestnuts - To reduce the branches that overextend the garage roof and cause leaf droppage and excessive shading.

T4 - Elm - To crown raise the lower branches that have overextended the footpath.

T5 - Silver Birch - To reduce by 30% to maintain the trees amenity value.

- c. **Application Ref PL/2022/08118** - Proposed Works to Trees in a Conservation Area Address: 15 Townsend Barn, Poulshot.

Proposal:

T1 - Conifer tree to be removed.

T2 - Conifer tree to be removed.

8. **General Power of Competence**

Members to NOTE that Poulshot Parish Council has Mrs Jeannette Young in post as the Parish Clerk. Jeannette is CILCA qualified and there are sufficient elected members of the Council to ensure that Poulshot Parish Council is compliant with the rules for the use of the General Power of Competence. Members are asked to **RESOLVE** that Poulshot Council meets the criteria which enables it to qualify as an eligible Parish Council to use the General Power of Competence. This Resolution will last for the remaining term of office of this Council.

9. **Sub -Committee Review - Attached**

It is **recommended** that due to the incorrect terminology being used when setting up the sub-committees terms of reference, that they be change to working groups. This change will enable Cllrs to work more efficiently giving the opportunity to meet and work via online video platforms. Previously the sub-committees had no delegated authority (*with the exception of 7.g.*), this will not change, thus meaning everything discussed and investigated will still go to Full Council for recommendation, to be resolved, or not and recorded in Full Council minutes.

It is also **recommended** that membership stays the same with the addition of Townsend Farm Development working group, membership to be, Chair (Cllr M Davis), and Cllrs D Scott, T Hues and N Jeffries.

10. **Request for Permission**

The cricket club are requesting permission to carry out servicing and maintenance of the artificial strip which is on the village green; land owned by PPC.

The carpets will be removed and expose the existing pitch base which is assumed is a dynamic pitch base. The lower base of the pitch will be left alone as it improves over time but we will lute through the upper base and add new material as required to bring the base back up to its original level. The level of the pitch will be raised by 5mm per tonne The maintenance to the existing pitch will take approximately half a day (4 hours) although this is dependent on a number of factors.

11. Community Fund Grant Request- Attached

The cricket club have had advice confirming the pitch (artificial strip) needs some servicing / maintenance. They have received prices from the original installer (excessively expensive at c£1200) and an alternative for £680. Having spoken to both and reviewed within the Club they have provisionally booked in with latter, however they are requesting help to fund this project.

12. Grass Cutting

Update from Chair on his meeting and discussion with the grass cutters

13. High Green Farm -Boundary Fence

The exact boundary has been established and marked.

An email and a letter were sent to the previous developer requesting work to start on the agreed fencing. Correspondence has been received from the new developers solicitors and the old developer both denying ownership of the matter.

14. Village Hall Transfer of Land Update

Solicitors have confirmed the documents are now agreed and will be sent out for signing in the coming days.

15. New Website verbal update

16. HMRC Letter

Letter attached from HMRC regarding the issue of an incorrect VAT claim. And copy of email below, received on the 28th October 2022.

I can point you to the guidance at VATGPB4850 <https://www.gov.uk/hmrc-internal-manuals/vat-government-and-public-bodies/vatgpb4850>

A section of that states "There is no legal basis for un-registered bodies to be assessed for previous errors, but anything significant from earlier periods can be adjusted on a current claim."

Bearing in mind the amount of time that has passed, and the fact that the amount involved is not significant I would suggest you just take on board another part of that guidance which says " It may be more cost effective to make certain that the un-registered body understands the correct VAT treatment for future claims. This is a matter for local discretion."

I imagine with the amount of correspondence regarding this matter you are absolutely clear on the correct VAT treatment for future claims.

Recommendation

PPC to write to HMRC expressing their thanks for the dealing of the matter and confirming it now understands the correct VAT treatment for future claims.

17. Finance Report and Bank Balances. To Follow

To receive and note

18. Financial Expenditure. To Follow

To consider and to approve the attached expenditure report and ratify the insurance renewal for the preferred 3-year option.

19. Draft Budget for Financial Year 2022-23 To Follow

20. Community Fund

It is recommended that the Terms of Reference for this fund are reviewed and updated by the Finance working group (or Finance sub-committee if working groups are not approved) and if necessary obtain legal advice, for further consideration by Full Council at the next meeting.