



# Whiteparish Parish Council

**MINUTES** of the Annual Meeting of Whiteparish Parish Council held on Tuesday 30<sup>th</sup> May 2023 at 7.30pm in the Memorial Centre, Whiteparish.

**Present:** Cllrs King (Chairman), Bell, Bishop, Camley, Gould, Palmer and Pavey.

**In attendance:** Unitary Councillor Richard Britton, PC Harry Murphy and Maria Pennington (Parish Clerk).

## **Public questions**

There were no members of the public present.

## **To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**

**131/23** Cllr King was proposed by Cllr Bell and seconded by Cllr Bishop. Whiteparish Parish Council RESOLVED that Cllr King be elected Chairman of the Council for 2023/24. The Chairman signed the Acceptance of Office and the Clerk witnessed.

7.32pm PC Harry Murphy arrived and the Chairman suspended Standing Orders to receive the police update. This was PC Murphy's first visit to the Council and he introduced himself and updated on recent issues in Whiteparish. It was suggested he introduced himself to the staff in the village shop when he had a free moment.

7.40pm Standing Orders were re-instated.

## **To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.**

**132/23** Cllr Hayday was proposed by Cllr Palmer and seconded by Cllr Bell. Whiteparish Parish Council RESOLVED that Cllr Hayday be elected Vice Chairman of the Council for 2023/24.

**133/23** As Cllr Hayday was not present at the meeting Whiteparish Parish Council RESOLVED to approve an extension to the signing of the Acceptance of Office before the next Parish Council meeting.

## **To receive and accept apologies for absence.**

**134/23** Prior to the meeting apologies were received from Cllrs McFarland and Hayday due to prior engagements and Cllr Francis due to work commitments. Whiteparish Parish Council RESOLVED to accept the apologies for the reasons given.

## **To receive any Declarations of Interest from Members.**

**135/23** Cllr Bishop declared a personal interest in agenda item 28. To consider agricultural uses on the Parish Council field as he knows the person making the request.

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**Exclusion of the press and public. To agree any items to be dealt with after the public, including the press, have been excluded under the Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100.**

**136/23** Whiteparish Parish Council RESOLVED to discuss item 28. To consider agricultural uses on the Parish Council field (which includes the possible granting of tenancy).

**To receive written applications for the office of parish councillor and co-opt candidate to fill the vacancy.**

**137/23** The Clerk reported that no applications have been received.

**To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Tuesday 25<sup>th</sup> April 2023.**

**138/23** Whiteparish Parish Council RESOLVED to approve the minutes of the meeting held on 25<sup>th</sup> April 2023 and they were signed by the Chairman.

**To nominate Parish Council representatives:**

**139/23** Representatives were appointed as follows:

- |   |   |
|---|---|
| - Educational Foundation Trust  | Cllr King and Cllr Palmer                 |
| - New Forest National Park  | Cllr Palmer                               |
| - Wiltshire Council Southern Area Board                                 | Cllr King, Cllr Hayday and Cllr Gould     |
| - Highways  | Cllr McFarland and Cllr Gould             |
| - Wiltshire Council Local Highways & Footways Improvement Group (LHFIG) | Cllr Bishop and Cllr Camley               |
| - Police & Neighbourhood Tasking Group                                  | Cllr Bishop                               |
| - Community Speed Watch   | Cllr Hayday                               |
| - Community Emergency Plan  | Cllr Bishop                               |
| - Environment & Conservation  | Cllr Pavey                                |
| - Rights of Way & Commons   | Cllr King, Cllr McFarland and Cllr Camley |
| - Skatepark Inspection  | Cllr King                                 |
| - Noticeboard   | Cllr King                                 |

**140/23** Whiteparish Parish Council RESOLVED to disband the Parish Council Land Working Group.

**To appoint Committee members**

**141/23** Members were elected as follows:

- |            |  |
|------------|--|
| • Finance  | Cllr King, Cllr Palmer and Cllr Bishop   |
| • Staffing | Cllr Bell, Cllr McFarland and Cllr Pavey |
| • Planning | All Councillors                          |

**To consider and agree a response to planning application received:**

**142/23 PL/2023/02971 51 Highlands Way**, Whiteparish SP5 2SZ Existing front entrance pitched roof porch to be replaced with larger enclosed pitched roof porch with glass frontage. Whiteparish Parish Council RESOLVED to make no comment to this application.

**143/23 PL/2023/04048 Rook House**, The Vicarage, Common Road, Whiteparish SP5 2SU T1- Yew- Over extended Lateral limbs to be reduced by approximately 3m. Top to be reduced by approximately 2m. T2 Deodar Cedar- Branches over hanging garden to be reduced back by approximately 2m. Large Limb over hanging neighbour's to be thinned to reduce weight. Whiteparish Parish Council RESOLVED to make no comment to this application.

**Planning and enforcement update.**

**144/23** The Clerk had circulated the update prior to the meeting.

**To adopt the Freedom of Information Publication Scheme complying with the ICO.**

**145/23** Whiteparish Parish Council RESOLVED to adopt the Freedom of Information Publication Scheme complying with the ICO.

**To review and approve the information available under the Publication Scheme.**

**146/23** Whiteparish Parish Council RESOLVED to approve the information available under the Publication Scheme.

**To review and approve Financial Regulations.**

**147/23** Whiteparish Parish Council RESOLVED to approve the Financial Regulations.

**To approve accounts for payment and to record the bank balances.**

**148/23** Whiteparish Parish Council RESOLVED to authorise payments totalling £589.80.

Barclays Bank Community Account 26.05.23 - £10,412.14

Barclays Bank Community Account 26.05.23 - £20,480.29

Unity Trust Bank Current Account 26.05.23 - £23,667.57

Unity Trust Bank Savings Account 26.05.23 - £70,020.62

**To review and approve the Community Infrastructure Levy (CIL) report for 2022/2023.**

**149/23** Whiteparish Parish Council RESOLVED to approve the Community Infrastructure Levy (CIL) report for 2022/2023.

**To update on authorisation of transferring funds between the Unity Bank accounts.**

**150/23** The Clerk advised she would need to be added as a signatory to authorise transfer of funds between the Unity Bank accounts. It was agreed to take no action.

**To approve additional signatories for Unity Bank.**

**151/23** Whiteparish Parish Council RESOLVED for Cllr Bishop to be added as a signatory to Unity Bank.

**To consider opening an additional savings account with a different banking provider.**

**152/23** Whiteparish Parish Council RESOLVED to open a Cambridge & Counties 1-year fixed rate bond currently at 4.25% interest, with £30k actioned as follows:

- Nominated account to be Unity Trust Bank current account.
- Transfer £20k from the Barclays Bank Business Reserve account to the Barclays Bank Current account.
- Transfer £30k from Barclays Bank Current account to Unity Trust Bank current account.
- A Unity Trust Bank cheque for £30k to be sent to Cambridge & Counties with the application form to open the 1-year fixed rate bond.

**To consider closing the Barclays Bank accounts.**

**153/23** It was decided to not close the Barclays Bank accounts.

**To approve Lightatouch as the Internal Auditor for 2023/2024 and 2024/2025.**

**154/23** Whiteparish Parish Council RESOLVED to approve Lightatouch as the Internal Auditor for 2023/2024 and 2024/2025.

**To consider an annual subscription to Wiltshire Association of Local Councils (WALC).**

**155/23** Whiteparish Parish Council RESOLVED to renew the annual subscription to WALC of £530.89 excluding VAT as it includes membership to National Association of Local Councils (NALC).

**To approve the Clerk attends the SLCC branch meeting in Salisbury.**

**156/23** Whiteparish Parish Council RESOLVED to approve the Clerk attend the SLCC branch meeting in Salisbury including the additional hours.

**To consider location and anchorage for installing the Coronation Bench.**

**157/23, 120/23, 84/23** The bench is to be located at the Memorial Ground, outside of the children's play area, facing the Memorial Centre. Cllr Bishop volunteered to installing the bench which will be directly into the ground.

**To update on the management of the flower tubs situated opposite the village shop.**

**158/23, 121/23, 85/23** The Clerk reported that since the last Council meeting Courtens Garden Centre donated plants for the tubs. Garden Club members volunteered to plant them up and, with the help of the shop, two nearby neighbours are watering the tubs. The Parish Council is very grateful to all the volunteers.

**To ratify the Clerk's emergency spend towards the flower tubs made under delegated power.**

**159/23** The Clerk reported that prior to the tubs being planted a Councillor wood stained the tubs and watering cans were purchased to be left at the Shop. Whiteparish Parish Council RESOLVED to ratify the spend of £41.46 excluding VAT.

**To ratify the purchase of annual online security for the Council's computer.**

**160/23** Whiteparish Parish Council RESOLVED to ratify the spend of £8.33 excluding VAT for the Council's online security.

**To update on the CPRE Wiltshire and CCM Technologies Best Kept Village competition – Laurence Kitching Award.**

**161/23** The Clerk reported that the entry has been submitted and judging is between 1<sup>st</sup> and 31<sup>st</sup> July 2023. It was agreed for the Clerk to remind Wiltshire Council to cut the grass at the triangle.

**Rights of Way and Common Land update.**

**162/23** ROW 20 large tree down over Dean Hill - reported to Wiltshire Council.

**163/23** ROW 10 at Parkwater the entrance is tricky to access with mud - reported to Wiltshire Council.

**164/23** ROW 24 crop overgrown as it leaves Bridleway 22 diagonally to go towards Miles Lane - land owner contacted.

**165/23** Bridleway 22 from the A27 to Miles Lane overgrown – councillors to investigate further.

**166/23** ROW 20 near Alderstone Farm crop overgrown – landowner to be contacted.

**Highway's update.**

**167/23** The uncut vegetation on the bank of grass at the junction with Green Close and the A27 is affecting sight lines. Clerk to ask Wiltshire Council to cut back to improve highway visibility.

**168/23, 68/23** The poor condition of the passing places on Dean Lane continue to cause concern with sudden drop off of road to verge. Clerk to contact Wiltshire Highways again to see if they can help, although they have stated there are no official passing bays on Dean Lane.

**169/23** There has been fly-tipping at Dean Hill, near the mast. The Clerk advised it is on private land and she has asked Wiltshire Council to contact the landowner.

**170/23 Reports from representatives:**

**Memorial Trust:** Cllr Bishop updated on the Memorial Trust activities with the AGM on 24<sup>th</sup> June 2023 at 10am.

**New Forest National Park:** Cllr Palmer advised the next meeting is 3<sup>rd</sup> July 2023.

**Area Board:** There is an Area Board Summer social event at Winterslow on 15<sup>th</sup> July 2023.

**Whiteparish Education Foundation:** Cllr Palmer advised no update since the last meeting.

**Neighbourhood Tasking Group:** Cllr Bishop advised the next meeting is on 31<sup>st</sup> May 2023.

**Correspondence/communications update**

**171/23** The Clerk had circulated the update prior to the meeting. There were no queries.

**Exclusion of the press and public.**

**To consider agricultural uses on the Parish Council field** (which includes the possible granting of tenancy).

**172/23** Prior to the meeting the Clerk had circulated a summary for a request for use of the field. Whiteparish Parish Council RESOLVED, with 1 abstention, to agree in principle for agricultural use subject to legal terms being agreed with the prospective tenant.

The next scheduled Parish Council meeting is to be held on Tuesday, 4<sup>th</sup> July 2023 at 7.30pm in the Memorial Centre.

The Chairman closed the meeting at 9.22pm.

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