

## Melchet Park & Plaitford Parish Council

### *Minutes of the AGM held via Zoom and teleconferencing on 4<sup>th</sup> May 2021*

#### **Present**

K Curtis (Chairman)  
CS Stacey

N Curtis

AW Porter

#### **21/21 Election of Chairman**

- a) Cllr N Curtis proposed and Cllr Porter seconded that Cllr K Curtis should be re-elected: this was resolved.
- b) Cllr K Curtis signed his Acceptance of Office in view of his webcam.

#### **22/21 Election of Vice-chairman**

Cllr K Curtis proposed and Cllr N Curtis seconded that Cllr Stacey should be re-elected: this was resolved.

#### **23/21 Apologies**

Apologies were received from Cllrs S Bowles (PC), N Adams-King (TVBC) who had already made his input at the preceding meeting and G Bailey (TVBC) who had technical difficulties.

*23/21 The minutes of the 15<sup>th</sup> March 2021 meeting were agreed, after noting that the date for the AGM stated in the draft document had been changed to the 4<sup>th</sup> May.*

#### **24/21 Interests**

No interests were declared.

#### **25/21 Matters Arising**

There were no matters arising.

#### **26/21 Clerk's Report**

- a) Of the items not previously circulated the only one of direct relevance was that NALC was complaining about banks requiring all signatories on the mandate to sign every request for changes.
- b) A member of the public had informed the Clerk that changes had been proposed for Plaitford Church but no further information had been provided in time for the meeting. The person who provided this information will keep a watching brief.

#### **27/21 Members' Reports**

The Chairman noted that the Wellow (Hampshire) Group of Facebook provided a very useful link to a TVBC councillor who was an active member of the group.

#### **28/21 Finance**

Since the meeting was being held virtually all relevant documents had been distributed in advance.

##### **a) End-of-year 2020-2021**

- i. The end-of-year Budget Report (2020-2021) had been previously distributed.
- ii. Cllr K Curtis proposed and Cllr Porter seconded that the end-of year accounts (2020-2021) should be approved: this was resolved.
- iii. Cllr Stacey proposed and Cllr N Curtis seconded that the end-of-year (2020-2021) Bank Reconciliation should be signed as correct: this was resolved.

**b) Current Year**

- i. The Budget Control Report for the current month had been received.
- ii. Income of: £1700 from TVBC (precept) was noted.
- iii. Direct debits of: £18.00 Unity Trust Bank at the end of the last financial year (bank charges) and £138.40 to HMRC (PAYE) were noted.
- iv. Cheques numbered 345-347: £60.00 (£50.00 net of VAT) to Hamilton Associates (internal audit); £202.42 to HALC (membership); £276.90 to J Wright (Clerk's salary) were approved for signing.

**c) AGAR 2020-2021**

- i. Cllr Stacey proposed and Cllr Porter seconded that this Council met the requirements for issuing a Certificate of Exemption from a limited assurance review: this was resolved.
- ii. The Annual Internal Audit Report was noted.
- iii. Cllr N Curtis proposed and Cllr Porter seconded that each item on the Annual Governance Statement could be affirmed (except for item 9 which was not applicable) and the document should be signed as such: this was resolved.
- iv. Cllr Porter proposed and Cllr K Curtis seconded that the Accounting Statement should be signed as correct: this was resolved.
- v. The year-on-year variations were noted.
- vi. It was agreed that the dates for the Notice of Public Rights could remain as usual and commence on the 14th June 2020. This was proposed by Cllr N Curtis and seconded by Cllr Stacey.

**29/21 Co-option to Fill Vacancies**

The Clerk was instructed to draft an advert seeking people to put themselves forward for consideration for co-option on to the Council. It was agreed that was a shortage of members who were IT literate and web-enabled. The Clerk was instructed to make it clear that this Parish Council is a-political.

**30/21 Planning Applications**

- a) **Gaymede, Sherfield English Road** (TVBC planning ref: 21/01142) – erection of single storey side and rear extensions. It was agreed that the response should be “No objection” and no other comment was needed.
- b) Late arrival: **B&W Nurseries, Salisbury Road** (NPA planning ref: 21/00366) - Determination as to whether prior approval is required for proposed change of use of agricultural unit Flexible commercial use (use class R) to Storage and distribution (use class B8). The parish Councils response was “content to leave it to the officer” with the following comments: “The Parish Council’s concerns at the moment are focussed on possible noise and light pollution. Noise and light pollution will have a detrimental effect on the wildlife which inhabit this part of Plaitford Common. The applicant implies that noise would not be an issue to residents and states that the nearest property is on the north side of the A36. There are the following properties: Wisteria Cottage 55m; Cuffnells 68m; Heatherlands 75m, The Sanctuary 87m, Purley Way 135m, all of which could be subjected to traffic noise 24 hours a day. It is the unknown future uses of the site which may or may not require planning permission which are causing concern. The Council requests that if it is possible a condition is attached which restricts operation on the site to the normal working day to try to limit the impact of noise and light pollution on both human and wildlife residents in the vicinity.”
- c) Approach to planning applications near the parish boundary: it was agreed that these should be considered on a case-by-case approach and the Clerk was requested to inform the members of all such applications.

**31/21 Urgent items**

There were no urgent items.

*Meeting closed at 8.15 pm.*

**Date of Next Meeting**

26<sup>th</sup> July 2021 in Plaitford Village Hall at 7.30 pm. Please note that this is a week later than usual.