

# West Tytherley, Frenchmoor and Buckholt Parish Council

Parish Clerk & RFO – Position Vacant

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## Minutes of the Ordinary Parish Council Meeting held on Monday 9<sup>th</sup> October 2023 at King Edward's Hall, West Tytherley

Present: Councillors Karen James (Vice-Chair) (KJ), Harry Urquhart (HU), Vian Cameron (VC), Fiona Collyer (FCy), Fiona Collier (FC) and Margaret Down (MD)

The meeting was also attended by Cllr Stewart MacDonald (TVBC Mid-Test) and Cllr Nick Adams-King (HCC).

8 members of the public were present with no representatives of the press.

The meeting was opened at 1903hrs by Cllr Karen James.

120/23 There were no apologies for absence although Cllrs MacDonald and Adams-King had pre-notified their possible late arrival as they were attending other meetings.

121/23 There were no declarations of interest.

122/23 The minutes of meeting 11<sup>th</sup> September 2023 were read and after correction of a typing error (fake-face) were approved.

123/23 **Election of Chairperson** Following the resignation in September as chairperson of FC - HU accepted nomination as chairman which was unanimously supported.

HU then chaired the remainder of the meeting.

FC raised that there had been speculation and gossip relating to a complaint made about HU's conduct at West Dean PC and invited HU to clarify the situation. HU was happy to provide details and explained that 4 allegations of his misconduct as a West Dean Parish Councillor had been made by another West Dean Parish Councillor. Which in summary: -

- Failed to declare a pecuniary interest.
- Showed disrespect to councillors and the clerk.
- Made dishonest statements about the West Dean Clerk and
- Made decisions without the backing of West Dean Council.

After a lengthy process a hearing had taken place and Wilts Councils decision was "No action on all counts" with no procedural guidance given. HU continues to serve as a parish councillor at West Dean. The matter is now closed.

124/23 **Open Forum**

Following a question from a member of the public FC confirmed that the meeting was being voice recorded and that in accordance with national legislation, the filming, photographing and audio recording of parish council and committee meetings is permitted. It was agreed that this would be announced at the commencement of a meeting.

125/23 **Report received from Cllr Stewart McDonald – TVBC (Mid-Test)**

The Mid Test Valley report had been circulated earlier today.

Reminder that the Resilience Forum meet on 28<sup>th</sup> October 2023 at Kings Somborne

There is a borough initiative to support rural parishes as there was a recognised lack of investment and for rural community projects.

### **127/23 Finance**

1. Payment of VAT on invoice 17783 £132.77 Russell Services  
his had previously been approved but following the resignation of the clerk the PC could not make payment (unable to issue cheques and no access to online banking) however, On-Line banking had now been approved and full payment has now been made.
2. Hugo Fox (website provider) correction of amount to include VAT is £11.99 per month from 04/10/23. This was approved by councillors.
3. Payment of Invoice AIC Business Stream (Water – Pavilion) outstanding from April 2023. £51,23 As payment had not been made the council became liable to a late payment surcharge, to avoid this FC had made payment from her personal account and now sought approval for re-imburement from the PC. Approved
4. Bank Reconciliation and financial status report.  
FC presented a written report which was circulated to councillors and is attached to these minutes. FC also provided a written account of income and expenditure in relation to the Fete committee Mug and T-Towel initiative. FC proposed that the monies from the stock passed to the Community Shop remain with the shop (£324.00) rather than ask the shop to pay this money into the community fund. The councillors unanimously agreed to this proposal. Copy of the Mug/T-towel finance reconciliation also handed to Mrs Neilson. FC agreed to a request to provide Mr Mavrogodato with further details of balance records of Capital (formerly Millenium) Fund.

### **126/23 Report received Cllr Nick Adams-King, HCC**

NAK had circulated his written report to the council.

Summary: - 20MPH limits will not be introduced without community support.

New recycling programme, residents will NOT be required to have 7 bins! The implementation date is likely to be delayed primarily because of the capacity of the MERF (new one to be installed at Eastleigh.

The new telephone mast at Awbridge to be installed early 2024, It is unlikely to have impact on reception at West Tytherley but should have some impact for Lockerley.

The letter (discussed last month) drainage/ditches etc is being issued this week.

There have been increased enquiries about the Aster sewage charges.

Speed Guns – East Hants District Council had committed a large sum of monies to the purchase of speed guns, but they cannot be purchased unless there is an active speed watch group and new ones cannot be set up as the police do not have the resources to support these projects.

Full HCC report to be made available on website.

1950hrs NAK and SM left the meeting.

### **128/23**

**Resilience Plan** FC reported that despite numerous requests, there had still been no response from the SSEN Grant Fund Manager. A meeting had been requested with the former members, to update actions undertaken by the Resilience committee/group, one did not respond, one refused to attend, one was unavailable, and one declined to attend alone. Therefore, it was not possible to update or clarify actions undertaken by the group, A new chairperson urgently needs to be appointed. HU asked for volunteers, and no one responded. KJ raised that the King Edward Hall committee had asked for confirmation that the parish council had agreed to contribute £5,000 towards works necessary for the refurbishment of the generator store. FC responded that the councillors had agreed in principle, but MD had queried the amount, as only £3,500 was allocated within the grant budget and she also requested details of likely expenditure. FC confirmed that £5,000 had been proposed as total refurbishment cost of which a grant contribution of £3,500 was applied for. It was originally anticipated that the difference would be achieved either through savings within the grant budget, fundraising, or direct contribution from council funds. The KEK committee had projected a total cost of £8,000 of which they had agreed to contribute £3,000.

HU proposed that he attend the next KEH meeting (24/10/23). MD, KJ, and FC are existing KEH Committee members.

### 129/23 Planning

1. **23/02146/CLPS** Application for lawful development certificate for proposed installation of 19 solar panels. Closing Date for comment 11/10/2023. Tudery, Church Lane, West Tytherley SP5 1JY  
MD outlined details of the application and recommended that the councillors support this application. Councillors voted unanimously to **Support**.
2. **23/02149/FULLS** Remove roller shutter garage door, clad opening, and install window, remove log shed and erect cycle/bin store. Closing date for comment 20/10/2023. Oakwood House, Dean Rd, West Tytherley SP5 1NR  
MD outlined details of the application and confirmed that pre-application advice had been given. A certificate of lawfulness (permitted development) could have been issued but was not applied for. MD had also raised a query with TVBC about a large outbuilding in the rear garden and was awaiting a response from TVBC (Planning) There were no material grounds for objection to this application.  
Councillors unanimously voted **No Object** to this application.
3. **23/02388/FULLS** Reconstruction of retaining wall and retiling of terrace surrounding pool. Retrospective. Closing date for comment 20/10/2023. Lorings Barn, Chalkpit Lane, West Tytherley SP5 1NF  
MD recommended no object to this application but raised an outstanding issue with a footpath through the property.  
Councillors unanimously voted to **No Object** to this application.
4. **23/02422/FULLS** First floor side extension to create new master suite. Closing date for comment 12/10/2023 Rosewood House, Frenchmoor Lane, West Tytherley SP5 1NU  
MD outlined the application and recommended no objection. There are no material grounds for objection. The councillors voted unanimously to **No Object**.
5. **23/02450/FULLS** Replace cesspit and install sewage treatment plant. Flaxmans Dean Road West Tytherley Salisbury Hampshire SP5 1NR  
MD outlined the application and recommended the application is supported.  
MD abstained from the vote as she is a notified neighbour/consultee, the remaining councillors voted to **Support** this application.
6. **23/02082/FULLS** Glebe Farm Update  
Following initial letters of objection from residents in West Dean Village there had now been more letters supporting the application. MD then outlined decisions made by the combined planning group to make recommendations in relation to the S106. West Dean PC had held a further meeting and changed their initial decision of Not Object to one of Support and MD proposed WTF&B PC also take this action. FCy raised question about maintenance costs for the designate green space; confirmed that there would be a service charge payable by residents with a pre-agreed amount to be go to WTF&B PC. MD recommended that the council support the application subject to the proposed S106 recommendations being accepted.
7. The councillors voted 3 **No Object**, 2 Support and 1 Abstention.

MD to notify TVBC (Planning) of all decisions and comments.

FC raised that notifications of planning applications were not being received in a timely ashion.MD to raise this with TVBC.

### **130/23 Councillors Reports**

- VC raised complaint that the water heater (pavilion) had not yet been purchased. FC confirmed that at the previous meeting Mr Page had been authorised to source the heater which he had also agreed to fit. No invoice has been received. FC apologised to VC for not supplying him with photocopies of quotations made available by him at last month's meeting.  
VC also queried why no communication had been made with Mr Long regarding fencing quotation for the recreation ground. FC confirmed details supplied to VC following input from MD via email. VC to liaise with Mr Long and Mr Page.
- FC attended the TVATPC conference on 30<sup>th</sup> September and will supply a written report; also attended the HALC executive and distributed an information leaflet to the new councillors.

### **13123 Public Correspondence**

Letter received in relation to Hedgehog Highway Project. Over 160 Parish and Town Councils are taking part in this project. Full information can be found at: - <https://fb.watch/nmYD1Tym6M>

Invoice for Norton Security received today FC had been unable to locate a previous invoice and not sure that this is a valid invoice and is possibly a speculative Phish.

### **133/23 Any other urgent business**

Question from floor regarding FP3 and provision of steps on the latest route. The landowner was in negotiation with HCC (Footpaths and Countryside) with a proposal for an alternative solution to steps and was awaiting a response.

**132/23** The meeting was then closed to the members of the public and press under the Public Bodies (admission to meetings) Act 1960 section 1(2) by reason of the personal nature of the business to be discussed.

Councillors discussed the appointment of the former clerk and agreed that a future clerk should be CILCA qualified or have as a minimum a **relevant** equivalent qualification or experience. There had been no applications for the post of Proper Officer and Responsible Finance but expressions of interest had been received once the AGAR/Audit situation has been resolved. The vacancy to be re-advertised.

FC reported on the current position with the AGAR and the internal and external audit. Arrangements made to submit to internal audit on 24<sup>th</sup> October. The audit will fail but it is essential that the council participate in the process.

Statutory legal notice has been issued and is posted on the website. Public liability and further notices will be issued after 25<sup>th</sup> October. The council will also be penalised for AGAR and audit submission failings.

### **134/23 Date and time of next meeting**

1900hrs Monday 13<sup>th</sup> November 2023

The meeting closed at 2035hrs.