

## **Melchet Park & Plaitford Parish Council**

### ***Minutes of AGM and Full Council Meeting held at Plaitford Village Hall on 16<sup>th</sup> May 2022***

#### **Present**

K Curtis (Chairman)  
N Curtis

S Bowles  
AW Porter

PJ Cross  
CS Stacey

#### **17/22 Election of Chairman**

Cllr Bowles proposed and Cllr Stacey seconded that Cllr K Curtis should be re-elected as Chairman: this was resolved. Cllr K Curtis signing of his Acceptance of Office was witnessed by the Proper Officer.

#### **18/22 Apologies**

Apologies were received from Cllrs G Bailey (TVBC) and N Adams-King (TVBC, HCC).

*19/22 The minutes of the 22<sup>nd</sup> March 2022 meeting were agreed and signed.*

#### **20/22 Election of Vice-chairman**

Cllr K Curtis proposed and Cllr Porter seconded that Cllr Stacey should be elected as Vice-chairman: this was resolved.

#### **21/22 Election of Chairman of Staffing Committee**

It was recognised that this was probably a notional position. Cllr Porter proposed and Cllr Stacey seconded that Cllr Cross should be elected: this was resolved.

#### **22/22 Interests**

No interests were declared.

#### **23/22 Matters Arising**

- a) Bird Scarer: Cllr Porter had spoken with Mr C Hayward who had argued the need to protect their crops, especially Little Gem lettuces which were not accepted if their hearts had been pecked. Cllr Cross observed it was better now that the scarer didn't start until 8.00 am, seemingly this was because it wasn't needed whilst there were workers in the field. It was agreed that Cllr Porter would contact Mr C Hayward to set up a meeting with himself, his son, Cllrs Cross and Porter, Mrs Harper and Mrs Wright.
- b) The Clerk had made no progress with the Jubilee mug flyer since at the last meeting neither the design nor the cost had been decided.
- c) Cllr K Curtis had found a very simple artwork for the Botley Ford sign and it was agreed that he should proceed to procure 2 signs.

## 24/22 Planning Applications

- a) **Oakford House, Sherfield English Lane** (TVBC ref: 22/00815/FULLS) - Erection of detached timber outbuilding to form storage and workshop with games room over. "No objection".
- b) **Holly Cottage, Flowers Lane** (TVBC ref: 22/01198/FULLS) - Erection of replacement extension, installation of rooflights and replacement windows and doors, external alterations. It was agreed that the response should be "Support" - *"The Parish Council fully supports this application. The age of part of this dwelling makes it a property of significance within the parish. If such listed buildings are to be maintained then it is important that they nevertheless provide a level of accommodation which is acceptable to 21st century standards. Whilst not being experts in historic buildings the Parish Council is of the opinion that the changes being proposed do respect the historic elements of the building. It is also noted that the changes appear to relate almost exclusively to the 20th century extensions and therefore the Parish Council is of the view that the application should be granted."*
- c) **Shalbourne Dene, Salisbury Road** (TVBC ref: 22/01233/FULLS) - Replacement garage with annexe above. It was agreed that the response should be "No objection".
- d) **Melchet Court, St Edwards School** (TVBC ref: 22/01216/LBWS) - Internal refurbishment and alterations including new doorway and partition wall. It was agreed that the response should be "No objection".

## 25/22 Selection of Jubilee Mug

After some discussion a design was chosen. It was agreed that the requirement to order in multiples of 36 was outweighed by the unanimous preference for the design especially as the ordering requirement could probably be addressed in part by the councillors themselves.

## 26/22 Members' Reports

- a) Cllr Cross reported that the PCC had planted the Jubilee Tree in the churchyard such that it did not obscure the line of sight across the top of the hedge.
- b) Cllr K Curtis reported that he had secured the noticeboard at Plaitford Green to its backplate and had taken the opportunity to replace the seal at the top of the door.

## 27/22 Clerk's Report

The Test Valley News email has been forwarded to those web-enabled.

## 28/22 Emergency Plan

Now it is known what to do with the plan the Clerk suggested that she should complete it.

## 29/22 Consultations

- a) Govt consultation on the disposal of DIY waste at HWRCs. It was agreed that this Council fully supported the proposals and the Clerk should respond to this effect.
- b) Early Day motion regarding Standards in Public Life. It was agreed that the Clerk should ask the MP to support this.
- c) HCC Draft Local Transport Plan: only two people present had read this and both were agreed that it was not worth responding to since it contained nothing of substance.

## 30/22 Finance

### a) End -of-year 2021-22

- i. The end-of-year Budget Control Report was noted.
- ii. Cllr Stacey proposed and Cllr N Curtis seconded that both the end-of year Accounts (2021-22) and the Bank Reconciliation (2021-22) should be signed as correct: this was resolved.

### b) Current Year 2022-23

- i. The Budget Control Report was received.
- ii. Direct Debits and BACS payments already processed were noted: £18 to Unity Trust Bank (standing charge) paid 31-03-2022; £145.60 to HMRC (PAYE) paid 12-04-2022
- iii. Invoices for payment by BACS: £199.40 to HALC (membership); £50.00 to Hamilton Associates (internal audit); £281.70 to J Wright (Clerk's salary) were approved.

### c) AGAR 2021-2022

- i. Cllr K Curtis proposed and Cllr Stacey seconded that the Certificate of Exemption should be signed: this was resolved.
- ii. The Annual Internal Auditor's Report was noted.
- iii. After considering the Annual Governance Statement Cllr Bowles proposed and Cllr N Curtis proposed that it should be signed with all items noted in the affirmative: this was resolved.
- iv. After considering the Accounting Statement Cllr Porter proposed and Cllr K Curtis proposed that it should be signed as correct: this was resolved.
- v. It was noted that the year-on-year variances required no explanations.
- vi. Cllr Porter proposed and Cllr Stacey seconded that the date for the Notice of Public Rights shall commence on 13th June 2022: this was resolved.

## 31/22 Price Structure for Jubilee Mugs

After some discussion it was agreed that the mugs should all be priced at £4 each irrespective of quantity.

## 32/22 Insurance Policy for 2022-23

Whilst the alternative offered better cover for marginally less cost the additional requirements outweighed the gain, especially as no-one could ever remember a claim being made. Cllr K Curtis proposed and Cllr Stacey proposed that the current policy should be renewed: this was resolved.

*Meeting closed at 9.50 pm*

## Date of Next Meeting

18<sup>th</sup> July 2022 at 7.30 pm in Plaitford Village Hall.