

Teffont Parish Council

Parish Clerk: Madeline Honeybourne

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Minutes of the Annual Parish Council Meeting held in Teffont Village Hall And via Zoom

18th May 2021 at 18:00

	MEETING CONVENED: 18.00
	Those present: Parish Councillors: E. Worth (Chair). Ian Johnson (Vice Chair). T. Deane. R. Blamey. P. Fisher. J. Aspden. J. Graham Also in attendance: M. Honeybourne (Parish Clerk). 5 members of the Public
	Questions and Statements from the public. <ul style="list-style-type: none">• Mr George Cordle wished to make a statement. Mr Cordle offered to support the Parish Council by continuing work he had commenced as Councillor. Mr Cordle was informed he would not be able to proceed as a representative of the Council as this would be unlawful, however, the Chair informed him, he was entitled to proceed in a private capacity.• Mrs Mary Corrie wished to make a statement. Mrs Corrie asked the Council to investigate the possibility of a Community broadband scheme to improve broadband speeds in the Village. She stated British Telecom had no plans to improve the current broadband speeds. The Chair thanked Mrs Corrie and agreed to investigate.
	Report from Wiltshire Councillor. Councillor Wayman did not attend the meeting. No apologies were received by the Clerk.
MEETING MINUTES	
21.05.01a	Resolution to receive apologies for absence. None.
21.05.02b.	A. Declarations of Interest – any Parish Councillor wishing to declare interests should do so at this point: <ul style="list-style-type: none">• declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests – None.• declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests – None.

	<p>B. <u>Dispensations:</u> None.</p>
21.05.03c	<p>Resolution of Minutes: Full Parish Council Meeting minutes of the 11th May 2021.</p> <p>Proposed: JA Seconded: RB carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved unanimously to accept the minutes as true and accurate for the meeting 11th May 2021</p>
	<p>REPORTS – no resolutions required.</p>
21.05.04d.	<p>Chairs Annual Report</p> <ul style="list-style-type: none"> • Chair stated dealing with Covid-19 had been the overriding focus of the last year. • Parish Council held 14 meetings, of which 7 meetings were Extraordinary Meetings. 6 of those meetings dealt with planning applications and 1 meeting was contingency planning for the pandemic. • A Covid Response Group was created to support the community, with the help of several members of the Village. The Parish Council loaned the group £500 to create a provisions supply chain from Howards House Hotel. The scheme was well supported by the community. • Teffont Trust kindly donated funds to supply the Village with two defibrillators. • Chair wished to thank Vice Chair and Clerk for their support this year. • The Chair welcomed Councillor Graham to the Parish Council. • The Chair notified the Parish Council of a change of hands for the Teffont Estate, with a new management structure in place. • The Chair is pursuing funding from SSEN to enable overhead power cables to be buried. Councillor Worth has a site meeting in June and the outcome is looking favourable. • A survey of the Village Hall has been completed to facilitate the possibility of using renewable energy at the village hall. The analysis is still being completed. The cost is estimated to be £12,000, but grants are available. • The new PCSO will be at the Village Hall on 22.05.21 to meet the Community.
21.05.05e	<p>Clerks Annual Report:</p> <ul style="list-style-type: none"> • The Clerks report noted many of the achievements already mentioned by the Chair but in addition the Clerk wished to thank Mick Audus for his support this year, most notably for his work on the village website, making it accessible for those with sight and hearing impairments. • The Clerk reported on the 20mph speed restrictions now in place, the formation of the HGV sub committee and the Climate emergency group that has been formed this year. • The Clerk commented on the restructure of the financial records and the creation of the Capital Investment plan to protect Village assets for the future. New accounts have been created to invest funds for this purpose. The Capital Investment Plan was created by Councillor Johnson with sincere thanks. • A Community Resilience plan has been created by Rob Evans to support the Village in an emergency. Details are being finalised but many thanks to Rob for his outstanding work. • The Clerk informed the meeting of the new playground equipment that had been sourced using S106 funds to pay for it. • The Clerk informed the Parish Council that new contracts had been negotiated for the grass cutting contract and insurance for the village assets and had saved the Parish Council approximately £1600.

21.05.05	<p>Teffont Trust Annual Report</p> <ul style="list-style-type: none"> • Councillor Johnson sits on the Teffont Trust committee and, therefore, updated the Parish Council on its annual report. • The trust was set up 13years ago by Hugh Homan and in that time the trust has donated £77,000 to support Village assets and projects. Approximately £50,000 has been spent on the Village within the last 13 years. The Teffont Trust was created to protect Village assets but to also support people in hardship. • The Trust met recently to discuss the thatched bus shelters and to consider supporting other matters. • Teffont Trust agreed to donate £3,600 to renovate the bus shelters and the Village green (new Posts and benches). Plaques will be placed on the bus shelters in recognition of Teffont Trust. The benches will bear plaques for Richard Long Fox and Hugh Homan.
21.05.06f	<p>Climate Emergency Group Annual Report.</p> <ul style="list-style-type: none"> • Councillor Fisher informed the Parish Council of a report that had been sent to all Parish Councillors. The report is a precis of an environment survey. Councillor Fisher wished to thank all those involved with the survey. • Councillor Fisher did not envisage any capital expenditure at the current time. The Chair informed Councillor Fisher of a Wessex Water grant fund of £1500 that could be applied for. • Chair Worth endorsed the good work and proposed the work continues. <p>Proposed: JA Seconded: IJ Carried: unanimously</p> <p>RESOLUTION: The Parish Council resolved to support further investigations by the Climate Emergency Group for the benefit of the Village.</p>
21.05.07g	<p>HGV Sub Committee Annual Report</p> <ul style="list-style-type: none"> • Councillor Blamey stated the Village had seen a huge increase in HGV Traffic in 2020. This was exacerbated by gas works in Wilton and an increase in traffic to EHD. • As a result of Village concerns dialogue was opened with EHD, WCC, Fonthill Estate and Highways. • The dialogue resulted in good support from EHD in trying to reduce the size of HGV's and the volume of traffic through the Village. • The Village was represented at Wiltshire Community Area Transport Group by Councillor Deane. • New signage has been placed directing HGV traffic away from the Village. • In summary, some progress has been made but this remains an ongoing issue. • Councillor Blamey would like to propose the sub committee is disbanded and future issues should be reported directly to the Parish Council <p>Proposed: TD Seconded: IJ Carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved to disband the HGV sub committee and report further issues directly to the Council.</p>
	<p>Other reports: - for information only.</p> <ul style="list-style-type: none"> • None received.

21.02.08h

Planning Application received:

Wiltshire Council Planning Consultation Response

	Officer's Name: James Repper
	Direct Line:
Application No:	PL/2021/04514
Application Type:	Householder planning permission
Proposal:	Proposed two storey extension
Site Address:	HOPE COTTAGE, THE STREET, TEFFONT, SALISBURY, SP3 5QP

- The Chair invited the Applicant to speak for 3 minutes to explain his planning application.
- The Applicant explained the extension to the property would sit on the right of the current building and was designed to enlarge the family home to enable them to stay in the Village.
- The design was created to provide improved living accommodation on the ground floor and an extra bedroom on the first floor.
- The extension will be thatched with a dropped roofline but will remain in keeping with the main building.
- The extension will have little impact on neighbouring properties.

The Chair invited members of the public to speak in favour of the Planning Application.

- Mr George Cordle wished to speak in favour of the application. Mr Cordle stated the building was subservient to the original and sympathetic to the Village vernacular. Mr Cordle stated this was, in his opinion, a "wonderful proposal" that will enable the family to stay in the Village as a young family.

The Chair invited members of the public who wished to speak against the application, to speak.

- There were no responses from the public.

The Parish Councillors proceeded to ask questions about the building from the Applicant.

- The Applicant was asked a range of questions regarding use of materials, water drainage from the site, impact on dark skies and the feasibility of the design along the road.
- The Applicant was willing to answer all questions.
- The Applicant confirmed the build will be screened from the road by hedging.
- Parish Councillors main concerns were drainage issues, impact on dark skies and use of environmentally sustainable materials and maintaining the vernacular of the Village.
- Parish Councillors are unanimous in their desire to keep young families in the Village.
- Parish Councillors agreed the Planning Application was well thought out and significant care had gone into the application.
- Parish Council support the application but would like to submit comments on water drainage and light emission concerns.

	<p>Proposed: JA Seconded: IJ Carried: Majority vote 6/1</p> <p>RESOLUTION: Parish Council resolved to support the Planning Application PL/2021/04514 With comments regarding concerns on water drainage and light emissions.</p>
21.05.9i	<p>Other Planning Matters: for information only:</p> <p>None</p>
	<p>FINANCE – resolutions required</p>
21.05.10j	<p>Financial reports:- Financial accounts for year ending 20/21 have been approved to allow the Clerk to apply for a Certificate of Exemption for the annual audit. The Clerk showed a power point presentation showing the financial accounts for 20/21 and illustrated a budget plan 21/22</p>
21.05.11k	<p>Current Financial Position:</p> <ol style="list-style-type: none"> a. Spend against Approved Budgets to for 21/22 b. Reserves and further allocations for 2021/22 c. Precept allocated by WCC for 21/22 <p>Proposed: EW Seconded: IJ Carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved to accept the financial records as true and accurate</p>
	<p>MATTERS TO BE CONSIDERED and/or RESOLVED</p>
21.05.12l	<p>Appoint the Responsible Finance Officer.</p> <ul style="list-style-type: none"> • The Chair supported the Clerk to remain as the responsible finance officer for the Parish Council <p>Proposed: TD Seconded: IJ Carried: Unanimously</p> <p>RESOLUTION: The Parish Council resolved to reinstate the Clerk as the Responsible Finance Officer</p>
21.05.13m	<p>Parish Council agreed to move amalgamate agenda point 21.05.13m with agenda point 21.0519s</p>
21.05.14n	<p>Village Green Restoration</p> <ul style="list-style-type: none"> • The Clerk is in receipt of 3 quotes from local tradesmen, to remove the old posts and railings from the Village Green and replace with 18 new oak posts. It is hoped this will protect the Village Green from damage caused by cars. Evolve: £974.16 Dave Foy: £665.00 Audus Services: £586.40 <p>Proposed: PF Seconded: IJ Carried: Unanimously</p> <p>RESOLUTION: The Parish Council resolved to accept the quotation from Audus Services To replace the posts on Village Green with 14 Oak Posts with immediate effect.</p>

21.05.15o	<ul style="list-style-type: none"> The Clerk informed the Council she had applied for a Calor Gas Community Fund grant to help support the Village Green project. 	
21.05.16p	<p>Hugh Homan Memorial Tree.</p> <ul style="list-style-type: none"> Councillor Fisher requested Parish Council funding to buy a tree to plant on the Village Green to commemorate the life of Hugh Homan. The memorial planting is planned for the 9th July 2021. Councillor Johnson reminded Council the Village green restoration would need to be mindful of the memorial service. Parish Council agreed a maximum spend of £100 <p>Proposed: JA Seconded: RB Carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved to spend a maximum of £100 to plant a tree in commemoration of Hugh Homan.</p>	
21.05.17q	<p>Capital Investment Plan.</p> <ul style="list-style-type: none"> Councillor Johnson informed the Parish Council the CIP had been created with a view to evolve a plan for asset management for the Villages 45 different assets. Individually, there are approximately 125 items. The Parish Council needs to invest £1,300 per year to accrue sufficient funds to maintain the assets. This needs to happen without delay. Councillor Aspden agreed this document was really important and suggested a group to manage the CIP. Councillor Johnson agreed. The Chair agreed and stated the group should report back to Council bi-annually, with Councillor Johnson responsible for reporting. Parish Council agreed for an immediate £600 for maintenance costs, with a further £1,300 to be invested from the Precept each year. Chair Worth asked for information on CIL payments for Sylvan. The Clerk will investigate. The Clerk will action immediately. <p>Proposed: JA Seconded: RB Carried: Unanimously</p> <p>Resolution: The Parish Council resolved to support the CIP with £600 for immediate maintenance works and a further £1,300 to be accrued annually. It was further agreed For Councillors Johnson and Aspden to work together to support the CIP. The Clerk will support.</p>	
21.05.18r	<p>Annual Parish Community Meeting.</p> <ul style="list-style-type: none"> The Parish Council agreed a date of the 22nd June 2021 for the Annual Community Meeting. It is hoped Covid-19 restrictions will be lifted on 21st June to allow the meeting to take place in the Village Hall. 	
21.05.19s	<p>Structure of Parish Council Meetings.</p> <ul style="list-style-type: none"> Councillor Aspden expressed a desire for the Parish Council to improve its decision making by being better prepared. The Councillors discussed the proposal and how this might be achieved. The Clerk agreed to add more detail into the agenda so Councillors had more time to prepare. It was suggested the frequency of meetings could be increased to shorten the length of meetings and aim to conclude meetings in an hour and a half. Parish Council agreed to meet every 6 weeks. The Clerk will send out a list of meeting dates based on this schedule. Parish Council agreed to keep this matter for further discussion. <p>Proposed: JA Seconded: IJ Carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved to increase the frequency of their meetings to</p>	

	create effective decision making and shorter meetings.	
21.05.18	Correspondence received: None received.	
	Items for next agenda: <ul style="list-style-type: none"> • Annual Community Meeting 22.06.21 	
	Meeting Closed: 20:45	
	Date of next meeting: 22.06.2021 at Teffont Village Hall at 18:00 Note: The Village Hall is open for 30 minutes prior to the start of any public meeting for questions from any resident.	