

Teffont Parish Council

Parish Clerk: Madeline Honeybourne

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**Minutes of Parish
Council Meeting held
via Zoom**

**12th January 2021 at
18:00**

**This meeting was open
to the public.**

	Meeting Convened at 18:00
	Questions or Statements from the Public: The Chair asked members of the public to come forward if they wished to present a statement or question. None were received.
	Report From Wiltshire Councillor. Bridget Wayman. Councillor Wayman informed the Parish Council of a Local Plan review, to take place from 13 th January to 9 th March. Matters to be addressed were: 1. Empowering Local Villages 2. Addressing the Climate emergency / biodiversity. Councillor Wayman encouraged the Village residents to join the online events with a specific interest to 'Planning for Rural Areas' to be held on the 1 st and 2 nd February 2021 at 19:00 Details of the events can be found on the Wiltshire Council website. The Clerk will circulate details to Info@teffont.com . Councillor Blamey requested an update from Councillor Wayman on discussions with the Fonthill estate regarding HGV traffic. Councillor Wayman agreed to contact Fonthill estate and get back to Councillor Blamey.
21.01.1	Resolution to receive apologies for absence. Parish Councillors resolved to accept the following apologies: • NONE
21.01.2	A. Declarations of Interest – any Parish Councillor wishing to declare interests should do so at this point: • declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests – None.

	<ul style="list-style-type: 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>
<h2>MEETING MINUTES</h2>	
21.01.3	<p>Resolution of Minutes: Extraordinary Planning Meeting minutes of the 15th December 2021.</p> <p>Proposed: GC Seconded: IJ carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved unanimously to accept the minutes as true and accurate for the meeting of 15th December 2020</p>
21.01.4	<p>Clerks Report:</p> <ul style="list-style-type: none"> • The Clerk confirmed the completion of the new see saw in the children’s play area and confirmed the funds from S106 had been secured to pay for the equipment and installation. • The Clerk confirmed that the invitations to tender for the grass cutting contract had been issued to contractors and she was waiting for responses. • Councillor Cordle asked if the Parish Council were obliged to accept the cheapest quote? The Clerk confirmed the requirement was for the contract to represent the best value for the Village and which considers parameters other than purely financial ones.
<p>MATTERS TO BE CONSIDERED OR RESOLVED.</p>	
21.01.5	<p>Planning Applications received: None received</p>
21.01.6	<p>Other Planning Matters: for information only; None received</p>
21.01.7	<p>Sunrise 20/04714/FUL Update. The Clerk informed the Parish Council, following information obtained by Councillor Wayman, the Applicants of Sunrise had appointed a planning consultant to act on their behalf.</p> <p>The applicants have been given to mid-January to submit any further information.</p>
<p>FINANCE – resolutions required</p>	
21.01.8	<p>Financial reports: The Clerk shared with the Councillors the excel spreadsheet and confirmed the process for payments and receipts and methods of reconciliation. All documents have been verified by Councillor Johnson as accurate.</p>
21.01.9	<p>Current Financial Position</p> <p>a. The current financial position is stable, with all payments settled in a timely manner. There is a monthly and quarterly review process in place.</p>

	<p>b. The current reserve remains untouched from FY 19/20.</p> <p>c. There are 2 outstanding invoices. 1 for the 20MPH road signs which will be paid from Parish Council funds and 1 for new street lighting paid for by S106 funds.</p> <p>Proposed: TD Seconded: RB Carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved to accept the financial records as accurate and true.</p>
21.01.10	<p>Precept 21/22.</p> <p>The Clerk informed the Parish Council of the increase in this year's tax base of 1%. There was an error in last year's precept which meant the increase in the tax base of 4.5% was not applied to the precept of 20/21. This error occurred because of an administrative miscalculation. In real terms this led to a shortfall in the allocated precept of -2.3% for 20/21.</p> <p>The Chair asked the Councillors to individually respond to the proposal to increase the precept and by how much and if they wished to recover the shortfall or not?</p> <p>A full discussion on the proposal ensued.</p> <p>The Parish Councillors were informed by Councillor Johnson that the new capital investment plan for the Village required money to be invested to protect Village assets.</p> <p>Councillor Aspden asked for the matter to be adjourned whilst agenda item 21.01.11 Capital Investment Plan update, was heard, as this might influence the outcome of the debate.</p> <p>The Chair and Councillors agreed.</p>
21.01.11	<p>Capital Investment Plan- Update</p> <p>Councillor Johnson informed the Parish Councillors of the costs of maintaining the Village assets. Prior to this year Teffont Parish Council had no investment plan to manage the assets.</p> <p>To date maintenance has been adequately managed on an ad hoc basis with expenses met from the precept.</p> <p>Councillor Johnson explained that if all maintenance became due there would be an £11k shortfall to cover the costs.</p> <p>Councillor Johnson stated that £1,300 needs to be accrued annually to enable planned maintenance of village assets, to be established.</p> <p>Councillors discussed the Parish Council reserve fund and discussed what was an appropriate amount to hold.</p> <p>Councillors have relied on the valued support of the Teffont Trust in the past but agreed this was not an appropriate way to maintain the Village assets.</p> <p>Councillors agreed that a Capital Investment Plan was the appropriate way to protect the Village assets.</p>
21.01.12.	<p>Village Green Restoration - Update</p>



Councillor Fisher has forwarded samples of varying posts and railings to all Councillors.

Councillor Cordle informed the meeting that there was growing interest in the Village to broaden the remit of restoring the Village green to include the restoration of the green itself.

Councillor Blamey was concerned at the length of time it had taken to reach this point in obtaining quotes for the work needed.

Councillor Cordle stated that he would return to the next meeting with 3 quotes in place so that a resolution could be reached, at which point things could move swiftly forward.

No decision was made to broaden the remit of the restoration.

Proposed: EW Seconded: RB Carried: Unanimously.

RESOLUTION: Parish Council resolved to wait for 3 quotes for the restoration work for the Village green. The quotes are to be presented at the next meeting of the 9th March 2021.

21.01.13 **Affordable Housing in the Community.**

Councillor Deane raised the issue of little or no affordable housing in the area and asked the Councillors to contact him with their views on the matter.

Councillor Wayman highlighted the Wiltshire Council online events in her report and this will be forwarded to Info@teffont.com

21.01.14 **Climate Emergency.**

Councillors were sent a recent survey instigated by NALC, by the Clerk. The Clerk will complete the survey.

The Chair recommended a working party to be set up to investigate Climate emergency in Teffont. This will not be a sub-committee of the Parish Council but a working party that reports to the Parish Council, inclusive of members of the public.

Councillor Fisher agreed to set up the working party.

Proposed: EW Seconded: RB Carried: Unanimously.

RESOLUTION: The Parish Council agreed for a working party to be formed to investigate Climate Emergency in Teffont.

21.01.15 **Hillfort Sporting – Update**

Councillor Cordle has received requests from 4 households to investigate various issues relating to Hillfort Sporting. These range from noise, to bridleways.

	<p>Councillors were reminded by the Chair that when talking to Villagers in their roles as Councillors, they must ensure such matters are brought before the Parish Council for consultation.</p> <p>Councillors cannot act on behalf of the Parish Council without consulting with the Parish Council beforehand.</p> <p>The Chair reinforced this point to Councillors.</p> <p>Councillor Cordle will continue his investigation and report back at the next Parish Council meeting on 9th March 2021.</p>
21.01.16	<p>Parish Steward Christmas Gift</p> <p>Councillor Blamey gave a Christmas gift to the Parish Steward to thank him for all the support he gives the Village.</p> <p>Councillor Blamey asked if the Council would like to participate and reimburse him for the cost?</p> <p>Proposed: RB Seconded: IJ Carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved to reimburse Councillor Blamey for the Parish Steward Christmas gift.</p>
20.01.17	<p>Flood Warden – Update</p> <p>Councillor Cordle interjected to state that he had inadvertently forgotten to give Rob Evans (the new flood warden) a gift on behalf of the Parish Council, to thank him for his Community work during the pandemic. Councillor Cordle will rectify this.</p> <p>The Chair thanked Andrew Jones, on behalf of the Parish Council, for his diligence and efficiency as flood warden for the Village.</p> <p>Andrew Jones is in the process of handing over his duties to his successor, Rob Evans.</p> <p>The Clerk was asked to request the new Flood Warden for an update at the next meeting on the 9th March 2021</p> <p>It was agreed a gift should be given to A. Jones on behalf of the Council</p> <p>Proposed: EW Seconded : IJ Carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved to present a gift to Andrew Jones in recognition of his commitment to the Village.</p>
20.01.18	<p>Invite to Tender (grass Cutting) Update</p> <p>Councillor Johnson informed the Councillors of the process for reviewing the submitted ITT's.</p> <p>Councillor Johnson will create a spreadsheet with all the options included.</p> <p>This will be presented to the Parish Council at the meeting on the 9th March 2021 to enable the contract to be awarded.</p> <p>Environmental issues have been included in the ITT.</p>

20.01.19	<p>Holt Lane Road Signs.</p> <p>Mr Michael Groom of Holt House, Teffont Evias, has been in correspondence with the Parish Council regarding the matter of a No Through Road sign which has been removed by the Highways department at Wiltshire Council, during the installation of the 20MPH signs.</p> <p>Mr Groom incorrectly believed the Parish Council to be responsible for the removal of the sign.</p> <p>The Clerk proceeded to present and read to the Councillors all correspondence received from Mr Groom. (Agenda item: 21.01.26).</p> <p>The Chair stated to the Councillors that this was a Wiltshire Council, Highways matter and the Parish Council had no responsibility for such matters but were happy to facilitate a resolution.</p> <p>Councillor Johnson conducted an investigation into the legal requirements of the No Through Road sign and contacted Philip Rushmere, Highways department, Wiltshire Council, for further information on the matter.</p> <p>Philip Rushmere replied in an email to Councillor Johnson and the email was read to the Parish Councillors and members of the public.</p> <p>The Chair explained that following the email from Philip Rushmere at Highways, and as the sign is not a legal requirement, the matter is, therefore, best decided by the residents of Holt Lane.</p> <p>The Chair recommended the Clerk compose a letter to all residents of Holt Lane for them to decide the outcome of the road sign.</p> <p>The Clerk agreed to write to the Residents of Bridges, Teffont Evias and to keep Mr Groom informed of any resolutions.</p> <p>The Chair proposed a balanced and informed letter to be distributed to the residents of Holt Lane.</p> <p>Proposed: EW Seconded: PF Carried: Majority Councillor Blamey Abstained</p> <p>RESOLUTION: Parish Council resolved to send a letter to all residents of Holt Lane to facilitate a satisfactory outcome in this matter.</p>
21.01.20	<p>CATG proposal.</p> <p>Councillor Blamey requested notification of future CATG meetings. Councillor Blamey further requested that Councillor Deane, who sits on the CATG group, updates the Parish Council on matters relevant to the Village.</p> <p>Councillor Deane agreed to do so.</p>
21.01.21	<p>TEFF 8 Classification.</p> <p>Councillor Blamey stated that the owners of Fontwycke Park had erected signs on TEFF 8 incorrectly calling it a 'Footpath' when it is in fact a 'Bridleway'.</p> <p>Councillor Cordle asked for this matter to be deferred until the meeting of the 9th March 2021 as he is awaiting further information on this matter.</p>

	<p>Parish Council agreed to defer.</p> <p>Proposed: GC Seconded: JA Carried: Unanimously</p> <p>RESOLUTION: Parish Council agreed to defer this agenda item until Meeting of 9th March 2021.</p>
21.01.22	<p>HGV Sub-Committee</p> <p>Councillor Blamey will contact Councillor Wayman for an update on meetings with the Fonthill estate regarding HGV traffic in Teffont.</p>
21.01.23	<p>The Clerk's Annual Salary review</p> <p>The Chair asked the Clerk to leave the meeting for this agenda item.</p> <p>This agenda item was minuted by Emma Worth, Parish Council Chair.</p> <p>The Parish Council agreed to raise the Clerks pay grade from Band 7 to Band 8 and in accordance with NALC pay scales.</p> <p>This increase was backdated to 1st April 2020, in line with NALC guidelines.</p> <p>Proposed: EW Seconded: IJ Carried: Unanimously</p> <p>RESOLUTION: The Parish Council resolved to award the Clerk an annual pay award, in accordance with NALC guidelines, backdated to 1st April 2020.</p>
21.01.10	<p>Precept 21/22</p> <p>The Parish Councillors returned to Agenda item 21.01.10 following an update on the Capital Investment Plan from Councillor Johnson.</p> <p>Councillor Johnson provided annual estimated costs to maintain the Village assets.</p> <p>Councillors agreed to increase the precept to enable the Parish Council to support the Capital Investment Plan and to recover some of the shortfall created by the administrative miscalculation of precept 20/21.</p> <p>The Chair asked the Councillors to respond individually on whether they wished to increase the Precept amount for 21/22 and if agreeing to do so, by what percentage?</p> <p>The Parish Councillors could not mutually agree on the percentage rate to be applied to the precept tax base.</p> <p>As no agreement could be reached, the Chair asked Councillors to vote.</p> <p>The majority view of the Councillors, having taken all evidence into consideration, was to increase the Precept for 2021/22 by 5.5%.</p> <p>The Chair, Councillor Worth, did not agree with this level of increase. The Chair acknowledged that maintaining the village assets was important, she was concerned this level of increase was quite high given the impact of Covid 19.</p> <p>Proposed: JA Seconded: IJ Carried: By majority vote of 4 votes to 3.</p> <p>RESOLUTION: The Parish Council agreed to submit an increase of 5.5% to Wiltshire Council for the Precept 21/22. This will levy a Precept of £8,261.91 for Teffont Parish Council.</p>

	Reports – No resolutions required
20.01.24	<p>Chairs Report.</p> <p>The Chair informed the Councillors that an application for a grant had been made to SSEN. The wooden poles for the overhead electricity cables are due for replacement and the grant would meet the cost of the cables being buried underground, thus enhancing the landscape.</p>
20.01.25	<p>Other Reports – For information only</p> <p>None Received.</p>
20.01.26	<p>Correspondence received – Items requiring consideration at the meeting.</p> <ul style="list-style-type: none"> • Mr. Michael Groom. All correspondence from Mr Groom was read to the meeting under agenda Item 20.01.19. • Tisbury Community Benefit Society This item was deferred until the next meeting on the 9th March due to time constraints.
20.01.27	<p>Items for next agenda.</p> <ul style="list-style-type: none"> • Village Green Restoration – 3 Quotes to be submitted • Fundraising – Grants etc. to support Capital Investment Plan and other projects • Parish Steward – Scope of works and Responsibilities • Tisbury Community Benefit Society
20.03.28	<p>Date of Next Meeting:</p> <p>9th March 2021 at 18.00. This meeting will be via Zoom and will be open to the public.</p> <p>To be confirmed.</p>
	Meeting Closed: 20.35

