

# MINUTES OF SHERFIELD ENGLISH ANNUAL MEETING

## Held on Wednesday 17th May 2023 at 8.30 p.m. in the Village Hall

**PRESENT:** Parish Cllrs Dovey, J Billett, R Noble, G Noble, Griffiths, Cook and Hoffman. Two members of the public and clerk to the council, Sue Holder.

**24/001 ELECTION OF CHAIRMAN:** Proposed by Cllr Hoffman, seconded by Cllr Dovey and RESOLVED that Cllr Griffiths be appointed as Chairman. Cllr Griffiths accepted the post and signed a Declaration of Acceptance of Office form.

### **24/002 ELECTION OF VICE CHAIRMAN**

Proposed by Cllr Cook, seconded by Cllr J Billett and RESOLVED that Cllr R Noble be elected as Vice Chairman.

**24/003 APOLOGIES:** None

**24/004 REGISTRATION OF MEMBERS' PECUNIARY INTEREST:** All Cllrs to complete.

**24/005 DECLARATIONS OF INTEREST RELATION TO AGENDA ITEMS ONLY:** None

**24/006 APPOINTMENT OF COMMITTEE MEMBERS** RESOLVED those appointments be made as follows:

Chairman of Planning Committee	Cllr Cook
Sherfield English Village Hall Trust (non-voting member)	Cllr Griffiths
School Trust	Cllr Cook
SERP 2000 Representative	Cllr Hoffman
Footpaths Officer	Cllr Billett
Lengths man	Cllr Billett
Highways	Cllr Billett
NDP	Cllr Hoffman
Pub defibrillator*	Cllr Griffiths
SEDCA	Cllr Griffiths
Church	tbc

\*It was reported that an additional defibrillator was now at the Caravan Park, and the location of the unit at the Sports field may be moved to a more accessible place.

**24/007 MINUTES OF THE LAST MEETING:** were unanimously agreed and signed as a correct record by the Chairman.

**24/008 MATTERS ARISING:** None

### **24/009 PLANNING APPLICATIONS**

**Applications for discussion at this meeting:** None

To note planning application 21/02409/FULLS, Dunwood – it was reported that an appeal to the Secretary of State against the TVBC decision to refuse this application has been made.

**Applications discussed at a planning meeting held on the 3<sup>rd</sup> May**

23/00847/FULLS Hill Farm Park

Use land for the siting of holiday lodges (static caravans), access and parking, landscape planting and associated infrastructure; to replace existing touring caravan, camping pitches and caravan storage areas.

The parish council resolved to object to the proposal. Although the number of lodges has been reduced from 80 to 68, they will become static rather than touring caravans. The parish council are concerned that they will become residential. They are supposed to be occupied for 11 months (which the parish council feel should only be 9 months) and are concerned how this will then be policed. We also noted that the NDP was dismissed again after a lot of hard work. We are aware that many parishioners are against this proposal of which we are representatives.

23/00952/FULLS Sherwood Newtown Road

Erection of two storey side extension and installation of additional rooflights

No comment although concerned for overdevelopment of the site.

23/01057/FULLS 2 St Madeleine Cottages

Conservatory to side elevation

No Objection

23/01099/FULLS and 23/01100/LBWS The Old Rectory

Install 2 rooflights, adjust positioning of 4 approved roof lights

No comment

23/01037/TPOS Dunwood Manor Nursing Home

T1 - Oak - Remove dead wood over highway, T2 and T9 - Oak -

Fell, T3 - Ash - Fell to short monolith at 4 meters, T8, T12 and T13

- Ash - Fell to monolith at 6m, T4, T7 and T11 - Ash - Fell

LOCATION:, Dunwood Hill, East Wellow,

No objection

23/01024/VARS Dunwood Chipping Depot

Variation of Condition 6 (Approved plans) of Planning Permission 16/00756/FULLS (Construction of workshop, store and office for ancillary B8 and B2 uses) To allow reduction in ridge height, alterations to openings and pedestrian doorway

No comment

#### Decisions received from TVBC

23/00341/Furland Farm- Permission

23/00786/FULLS Domus - Permission

23/00266/OUTS Agricultural Barn At Bunny Lane – Pending

23/00309/CLPS Dunwood Chipping Depot – Pending

#### **24/010 HIGHWAYS /MAINTENANCE ISSUES**

21217768 - Branches Lane - between the entrance of Pound Farm and Pound Lane the side of the road is eroding badly as a result of the tarmac not being wide enough for two bigger vehicles to pass. Flooding is bad here. 20.05.23 update not available.

21618907 - Dead trees just North of the Steplake Lane junction are likely to fall in the winter onto the A27 which are on council land. 16.3.23 work was passed to a contractor.

21663583 – blocked drain at the east end of the road bank side of the A27 layby resulting in flooding. It was reported at this meeting that Cllr Griffiths has now cleared the blocked drain.

Potholes need reporting in Mill Lane and in Steplake Lane.

The verge at the junction of Branches Lane and the A27 requires cutting, which Cllr Billett will arrange.

The grass triangle at Carters Clay also needs cutting to improve the sight line, and the clerk will speak to Lockerley Parish Council.

#### 24/011 CORRESPONDANCE

TVBC Planning – acknowledgment of VDS letter

SSEN – vulnerable parishioners during a power cut

English Rural – Property at Eastwood

HCC Update

UG – power outages in the village

#### 24/012 FINANCE

(a) **Requests for funding:** None.

(b) **Payments authorised:**

VHMC re NDP art competition	£142.13	#124
John Hartley (NDP Exp)	£403.20	#125
HALC	£305.92	#126
P Reynolds, Int Auditor	£565.00	#127
SERP grant for coronation weekend (TVBC)	£360.00	#128
SERP grant for coronation weekend	£160.00	#128

(c) **Bank Mandate** – To update for the new council.

(d) **Insurance Renewal** – renewal agreed at previous meeting.

(e) **Year End Accounts.** The clerk provided the council with the year-end accounts prior to the meeting. The Clerk and Responsible Financial Officer signed section 2 of the Accounting Statements for 2022/23, before presenting to the parish council for approval, to certify that the Accounting Statements had been prepared following the guidance in the Governance and Accountability for Smaller Authorities and present fairly the financial position of the parish council. The Chairman then signed section 2 – Accounting Statements for 2022/23 of the annual return, where the Accounting Statements were approved, and section 1 of the Annual Governance Statement, to certify that for the year ended 31.3.23 the accounting statements in the annual return present fairly the financial position of the council.

(f) **Risk Assessment** Reviewed by the parish council with the following noted: 1. Areas where there may be scope to work with others to manage risk 2a) Security and maintenance for vulnerable buildings. i) Village Hall – The parish council note an area of the floor in the small hall which has come away from the wall may present a risk to the public. ii) An Asbestos survey has been carried out with a Management Plan put in place and the parish council will request a copy of the survey. 2d) Ad hoc provision of amenities 1. Village Hall – a clear statement of responsibility is still required.

(g) **Standing Orders** – Reviewed by the parish council.

(h) **Financial Regulations** – Reviewed by the parish council.

- (i) **Meeting Dates** – approved by the council.
- (j) **At the meeting of the 4<sup>th</sup> May**, Councillors confirmed that there were no conflicts of interest with BDO LLP.

**24/013 DATE OF NEXT MEETING:** Wednesday 12<sup>th</sup> July 2022.

The meeting closed at 09.10pm