**Minutes of the Annual Meeting of Froxfield & Privett Parish Council held at Froxfield Village Hall on Tuesday 20th May 2021 at 7.30pm following on from the Annual Parish Meeting**

**Present**: Peter Doyle, David Rymer, John Ellis, Phoebe Hiscock, Chris Skinner, Theresa Brown, Mark Griffiths and Robert Smith. In Attendance: District Councillor Nick Drew and the Clerk.

* + 1. **Apologies for Absence** All Councillors present
		2. **Election of Chairman and Vice Chairman and signing the acceptance of office** Mark Griffiths proposed Peter Doyle as Chairman there being no other nominees he was duly elected. Peter Doyle proposed David Rymer as Vice Chairman, there being no other nominees he was duly elected.
		3. **Approval of the minutes** of the meetings of Thursday 8th April 2021 and Extraordinary Meeting on Tuesday 20th May 2020. The minutes were approved and signed.
		4. **Matters Arising** Chris Skinner reported that the cricket practice net was being moved. Phoebe Hiscock to ask the Cricket Club to secure the net to the ground as it was extremely heavy to put back. She was also asked to remind them that the fencing should have been repaired.
		5. **Declarations of Pecuniary Interests** None declared
		6. **Comments from the Public or Press** No members of the public or press present
		7. **Finances**
	1. The Year End Accounts 2020/2021 were approved and signed
	2. The Annual Governance Statement was approved and signed
	3. The Annual Return was approved and signed
	4. The Internal Audit Report was approved
	5. The notice period of Exercise the Public Rights was set at Monday 14th June to Friday 23rd July 2021and the date of the announcement set at 26th May 2021.
	6. The annual subscription to HALC was approved by the councillors.
	7. The following payments were approved

|  |  |
| --- | --- |
| Lightatouch Internal Audit | £375.00 |
| HALC including NALC Levy | £358.01 |
| ID Verde Grass Cutting and treatment | £467.04 |
| Helen Marsh Salary April 2021 | £716.39 |
| Tradeprint Playground Inspection Books | £65.52 |
| Futurform Replacement Hand Sanitiser | £38.40 |

* + 1. **Parish Council’s view on planning application Loomies Café West Meon Parish** On behalf of the parishioners of Privett, Teresa Brown asked the Councillors if they would agree to submitting an objection to the application. The café car park is often full resulting in bikes being parked in the lay-by opposite and on the garage forecourt. There is concern for the safety of other road users as the motorcyclists regularly exceed the speed limit and overtake on dangerous stretches of the A32. The excessively loud noise from some motorbike exhausts is distressing and unacceptable especially as the noise often starts at 6.30am on Sunday mornings. It was agreed that Cllr Rymer would write an objection to the planning application for submission to the SDNP.
		2. **Allocation of areas of responsibility for all Councillors** The chairman altered the agenda and this item was discussed after Item 10. The areas of responsibility were agreed as follows-

|  |  |
| --- | --- |
| Planning Committee | Chairman David Rymer |
| Neighbourhood Plan/Village Plan | Robert Smith |
| King George V Memorial Ground  | Chris Skinner |
| Asset Register Manager | Teresa Brown |
| Building of a new website  | Mark Griffiths |
| Council Liaison | Peter Doyle |
| Local Liaison  | Peter Doyle plus an elector |
| Roads Officer | John Ellis |
| Public Rights of Way | Phoebe Hiscock |
| Responsibility for reporting vehicle on and off-road nuisance | Mark Griffiths |
| Verges Officer | Teresa Brown |
| Administration to assist the Clerk with statutory documentation | David Rymer  |
| Lengthsman | Chris Skinner |

* + 1. **Formation of a Planning Committee and agreeing the Terms of Business** Councillor David Rymer was appointed Chairman of the Planning Committee. Draft Terms of Reference were circulated and agreed in principle. The Clerk will check the minimum number required to be quorate. If possible, the committee should include a member or non-member from Privett. All councillors will continue to receive the planning applications.
		2. **Froxfield Green Adoption of the Telephone Box and to house a Defibrillator therein.** The Councillors were in favour of the adoption subject to a maintenance agreement between the Parish Council and the Froxfield Green community. The FG community must come back with a proposal for an electricity supply to light the defibrillator.
		3. **Correspondence** Mr Povey had made a second request to retrieve the George V Memorial plaque from Richard Moss’ house. Teresa Brown will take this up with Margaret Moss.
		4. **Planning Applications**
1. SDNP/21/01941/TPO 1 Thatched Cottage Farm Barns T1 Beech - Loping of one side branch back to the trunk, from the Beech Tree in the Group that has grown down to near the ground and is impeding access to Unit 1 and reduction in crown height of the same tree by 2 metres, to leave a finished crown height of 12 metres. The parish council raised no objection.