*Meeting of Brimpsfield Parish Council*

*held at the Village Hall*

*1st June 2021 Starting at 7.30pm*

*1. Welcome from Chair of Council*

*2. Recording of attendance Parish Councillors Roger Lock, Michael McWilliam, Tom Overbury Claire Jardin, 2 members of the public*

*3. Apologies for absence Parish Councillor Jane Parsons – non attendance Parish Councillors Heather Eaton, Archie Larthe*

*4. Public session at the Chair’s discretion 15 minutes at discretion of chair of the meeting*

*5. Council Approved the minutes of the meeting held on May 18th 2021-verbal updates on vehicle causing concern and obstacles on the verges were received.*

*6. Council considered*

***Planning application 21/01689/FUL- Brimpsfield Farm Alterations and Diary Barn conversion****- Comments from residents have included proposed glass windows are in line of sight of bedrooms of other residents, development has been ongoing for 4 years and was reported as disruptive and construction traffic has damaged verges and caused nuisance to other residents.*

 *Reasons for commenting on Planning Application –*

 *The Parish Council decision was neutral but felt it was not able to support due to concerns brought to their attention regarding*

 *Highway issues eg Nuisance and damage to verges*

 *Effects on other resident’s individual buildings eg sightlines*

 *Noise and disruption over a sustained period of time ie nearly four years*

***Planning application 21/01772/TPO – no comment***

***Planning application    21/01963/FUL – extension at 2 Blacklaines Cottage***

 *Comments from residents have included scale and volume of development and lack of sympathetic design, north side extension design was not in-keeping with the area*

 *Councillors considered precedents, conservation area design, the number of windows*

 *The Parish Council decision was neutral but felt it was unable to support over the concerns regarding the issues of the scale and volume of the proposed extension and the use of the construction materials specified in the single storey extension.*

*7.Development of a planning policy – Council considered various documents and felt consistency was important. It was agreed that the guidelines for “Parish Council and Residents” provided by the District Councillor should be put on the website and to research Conservation Officer Guidelines which will also be put on the website.*

 *Consideration of Neighbourhood Plans and District Council Plans were noted*

*8 Councillors are asked for any other business for information purposes only*

 *Update on Mill House application noted*

 *Date of next meeting 20th July 2021*

*9. Close of meeting 20.39*

*Approved Minutes of the Annual Meeting of the Parish Council*

*held at the Village Hall*

*18th May 2021 Starting at 7pm*

1. *Welcome by Chair of the Council*
2. *Following Nominations and Seconding the Election of  Tom Overbury  as Chair and Jane Parsons    as Vice Chair of the Council was agreed (with a pause for signing acceptance of office forms)*
3. *Recording of attendance as Parish Councillors Tom Overbury, Roger Lock, Heather Eaton, Claire Jardin, Michael McWilliam, Archie Larthe and Jane Parson and 1 member of the public*
4. *District Councillor Julia Judd, County Councillor Joe Harris and Mikhall Mandrigin (Village Hall) joined during the meeting*
5. *Public session at the Chair’s discretion -no matters arising*
6. *Approval of the minutes of the meeting held on March 16th 2021 was agreed- matters arising were discussed – see specific agenda items*
7. *Council agreed it wishes to review the Standing orders and Financial regulations* ***at next meeting***
8. *Council agreed it wishes to nominate Councillors to specific lead roles/policy groups*
9. *Common Land Management policy group Jane, Roger, Tom,*
10. *Trees Michael,*
11. *Road Safety policy group Claire, Michael*
12. *Council agreed to renew existing arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses eg grass cutting agreement as previously agreed, PATA payroll as previously agreed*
13. *Council agreed to continues with representation on or work with external bodies and arrangements for reporting back eg Village Hall invited to attend Parish Council*
14. *Council agreed it wishes to consider adopting the general power of competence in the future;* ***July MEETING***
15. *Council AGREED it wishes to conduct a review of inventory of land and other assets* ***July MEETING***
16. *Council AGREED to renew its insurance cover in respect of all insurable risks due*
17. *1st June 2021 noting the Council is in a 3 year LTA and the premium is  £324.50*
18. *Council AGREED it wishes to review the Council’s to other bodies; eg GAPTC (approved at previous meeting)*
19. *Council agreed it wishes to review the Council’s complaints procedure (****July MEETING****)*
20. *Council AGREED it wishes to review policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation* ***July MEETING***
21. *Council agreed its schedule of the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council Tuesday 3rd of months July, Oct (budget), Jan (precept) March and May   starting 7.30pm*
22. *Council agreed the financial statements and authorised Chair of Council to sign AGAR papers.*
23. *Council approved payment list*
24. *Council discussed Ash-Die Back Project liability on common land/public footpaths and car park areas. Council considered tree inspection report and agreed to obtain a map of trees on land owned by the Parish council.  The clerk advised to obtain 3 quotations  - Details to be forwarded to clerk. Cllr Jardine to produce a map of Caudle Green trees, Tom and Heather to produce a map of trees on Brimpsfield Common*
25. *Council discussed access over Common Land (Cllr Jardine) maps from land registry were distributed –common land needs an easement to allow driving over or parking on – may affect some properties in the Parish. –Land registry to be completed for Brimpsfield Common along with Caudle Green Common.  Clerk was instructed to instruct legal representatives.*
26. *Council considered car parking issues recently seen in the Village (Cllr Lock).*
	1. *Signage for parking in the Village Hall has been highlighted*
	2. *Obstacles to be dis-encouraged from verges*
	3. *Communication and consultation with members of the public would be encouraged if any future actions were to be considered*
27. *Council considered future agenda items to include Planning policy* ***(next meeting)***

*Development of the Village, Communication and consultation with members of the public* ***July MEETING***

1. *Council discussed other highway issues –*
	1. *Bridlepath 11- vehicle causing concern (Cllr Overbury)*
	2. *Climperwell Road Bridge still outstanding*
2. *Council considered planning matters*
	1. *Planning meeting to be called for specific item* 21/01689/FUL *and planning policy -1st June 2021*
3. *Council noted Village Hall Report as submitted via email and verbal update from Mikhall Mandrigin*
4. *Council considered verbal report on War Memorial (Cllr Lock)- war memorial trust advice had been sought, who suggested wire brush and chemical neutral solutions. Stone mason survey recommended (Cllr Lock to lead)* ***July MEETING***
5. *Councillors were asked for any other business for information purposes only-*
	1. *Source of Complaints policy to be amended on website*

*Close of meeting 20.20pm*