

**MINUTES OF THE EXTRAORDINARY MEETING OF WOLSTON PARISH COUNCIL
HELD VIRTUALLY VIA ZOOM ON THURSDAY 29th APRIL 2021 AT 6.30 PM**

All Parish Council meetings will be held virtually via Zoom until further notice, in accordance with Government Regulations.

PRESENT Cllr T Harvey-Smith (Chair), Cllr G Fewkes (Vice-Chair), Cllr Miss T Ball, Cllr D Cross, Cllr Miss S Dobinson, Cllr R Grainger, Cllr J Milne, Cllr A Parker, Cllr L Wright, and Mrs M Meede (Clerk).

Plus: Mrs J Bearn and Mr J Taylor from the Allotments Association and 11 members of the public.

After members of the public and Councillors had been given the opportunity to raise any issues, the Chairman thanked everyone for attending, and the Parish Council meeting commenced at 6.45pm.

Cllr Wright asked a question about the Statement of Common Ground and position of the Parish Council, and it was agreed that this would be covered under the relevant agenda item.

233. APOLOGIES FOR ABSENCE

The apologies of Cllr Mrs White (for health reasons) were accepted.

The apologies of Cllr Mrs Timms and Borough Cllrs A Bearn, Mrs S Bragg and Cllr Poole were noted.

234. DECLARATIONS OF INTEREST (existence and nature) for items on the Agenda

The Chairman declared a personal interest in agenda item 239 (Village Hall). The Chairman advised that Councillors could declare an interest later in the meeting should this become apparent for any agenda item.

235. ALLOTMENT LAND

- a) *To receive an update from the Allotment Working Group (AWG)* - Cllr Miss Dobinson advised that the Parish Council had now been officially advised that the date for the Appeal Hearing will be 13th May 2021, and explained how anyone can listen to, or join the meeting. All previous written submissions (both for the initial application and for the appeal) will be taken into account by the Planning Inspector and therefore, if anyone does ask to speak at the hearing, restating the same points won't add any additional weight to them.

Cllr Miss Dobinson also advised that three skips had been arranged to help with the ongoing work of tidying up the allotments.

Mrs Bearn and Mr Taylor advised that the Allotments Association are currently taking on seasonal plot holders (from April to October) and a discussion then took place about the number of vacant plots. It was explained that the number/area of vacant plots can vary as people join and leave, but at the current time about half of the site is not cultivated (although some land is used for other things such as the orchard). Following a question about membership, Mr Taylor advised that membership of the Allotments Association is available to all, irrespective of where the member lives, but if there was a high demand consideration may be given to priority membership for Wolston residents. Mr Taylor also noted that the association may favour a short waiting list as they believe this may make membership 'more healthy'.

- b) *To discuss the proposed draft lease* – Cllr Miss Dobinson reported that, through land agents Moule & Co, the AWG have continued to work with Godfrey Payton (who work on behalf of the landowner the CREW Wilcox Trust) to draft a proposed new lease for the allotments. The AWG have worked hard to ensure we get the best lease for WBAGA and the Parish Council. Unfortunately, the final draft is not yet available for us to scrutinise, and so it will not be possible to make any decisions about the lease at this meeting. It was stressed that the landowner is only prepared to agree to this new lease if the planning application is successful. If the planning application is not successful, the Parish Council will have to start new negotiations to get a better lease. The lease will not be a Business Lease.
- c) *Statement of Common Ground (SoCG)* – Cllr Miss Dobinson explained that, since the last Parish Council meeting, the Allotment Working Group had met with the WBAGA, Define and Rosconn to discuss and agree a draft SoCG, following a request from WBAGA that the Parish Council get involved and support them with the document. The AWG made several comments and corrections on the first draft and later received an updated version incorporating these - which was sent to Councillors for their attention. Cllr Miss Dobinson stressed that agreeing to the SoCG does not indicate support for the planning development, as the SoCG simply gives factual information and provides clarity about the areas all parties mutually agree on, and the Planning Inspector will expect to see a copy of this document. Cllr Miss Dobinson confirmed that the AWG had simply reviewed and worked on the

document (correcting errors and deficiencies), to develop it in order to bring a recommendation to the Parish Council. As the AWG now feel the SoCG is accurate, she proposed that the document be endorsed by the Parish Council. This proposal was seconded by the Chair.

Following a discussion, Cllr Miss Dobinson confirmed that the Parish Council has confirmed to the Planning Inspectorate that it is not going to be a Rule 6 Party to the Appeal. The Parish Council, as the lessee, has confirmed it has an interest in the land, but does not want a 'seat at the table' during the Appeal Hearing. A discussion took place about the need for the SoCG and also about the wording in the document which related to the NDP. Cllr Miss Ball had asked for the NDP to be included in the document, but the draft wording had been left to Rosconn. The NDP felt the wording did not accurately reflect their current position. It was suggested that the document could be endorsed in principle, and that the wording relating to the NDP could be agreed if necessary via email.

Cllr Miss Dobinson therefore withdrew her initial proposal, and proposed that the document be endorsed in principle, and that Councillors could endorse the wording relating to the NDP via email the following day (30th April 2021). This proposal was seconded by Cllr Fewkes.

Cllr Milne proposed an amendment, that the document be endorsed as recommended by the AWG. This was seconded by Cllr Cross.

Cllr Wright proposed a second amendment, that the document be rejected and discussion about the SoCG be deferred. This was seconded by Cllr Miss Ball.

A recorded vote took place. For Cllr Wright's amendment to the proposal, Cllr Wright and Cllr Miss Ball were in support. Against were the Chair, Cllr Cross, Cllr Miss Dobinson, Cllr Grainger, Cllr Fewkes, Cllr Milne and Cllr Parker.

For Cllr Milne's amendment to the initial proposal, Cllr Milne, Cllr Cross, Cllr Grainger and Cllr Parker were in support. Against were the Chair, Cllr Miss Ball, Cllr Miss Dobinson, Cllr Fewkes and Cllr Wright. For Cllr Miss Dobinson's proposal, Cllr Miss Dobinson, Cllr Fewkes and the Chair were in support. Against were Cllr Miss Ball, Cllr Cross, Cllr Grainger, Cllr Milne, Cllr Parker and Cllr Wright.

Cllr Wright then proposed that the document be deferred, this was seconded by Cllr Miss Ball. Cllr Wright and Cllr Miss Ball were in support. Against were the Chair, Cllr Cross, Cllr Miss Dobinson, Cllr Grainger, Cllr Fewkes, Cllr Milne and Cllr Parker.

Following a further discussion, Cllr Fewkes proposed that the document be endorsed as it is, with the exception of the statement relating to the NDP. Cllr Fewkes also proposed that the NDP get new suggested wording to Cllr Miss Dobinson by the following morning (30th April) as Chair of the AWG. If Cllr Miss Dobinson is happy with the wording, it will be sent to all Councillors for approval by 4pm. If the new wording is not accepted then the wording currently in the document will remain. This proposal was seconded by Cllr Miss Dobinson, and agreed unanimously.

RESOLVED: For Cllr Miss Ball to arrange new wording, which will be sent to Cllr Miss Dobinson in the first instance for her review, and then to all Councillors to give their approval on either the new wording, or the wording currently in the document by 4pm on 30th April 2021.

Post meeting note: The new wording put forward by the NDP was endorsed by the majority of Councillors (based on those who responded) and was also agreed by Rosconn and Define.

The Allotments Association representatives were asked if they were happy with the SoGC. Mr Taylor confirmed that they were happy the amendments they had requested had been made by Rosconn, and said he agreed with what Cllr Miss Dobinson had stated at the start of the discussion – that the SoGC simply clarifies what has previously been agreed and there is nothing really new in the document. The information is all historical information/facts, and there is nothing really to dispute.

- d) *Asset of Community Value (ACV)* – Cllr Miss Dobinson confirmed that the Parish Council have now received official notice of the owner's intention to sell a registered Asset of Community Value (ie the northern part of the allotment land), subject to the successful appeal of the planning application for the housing development. This includes the option for any community group to make an offer to buy the land. Cllr Miss Dobinson also advised that if the appeal is not successful, the landowners have confirmed that the land will not be put up for sale. Cllr Wright proposed that the Parish Council make an expression of interest to RBC in relation to the notice given about the ACV. This proposal was seconded by Cllr Miss Ball and the motion was passed.

RESOLVED: For the Parish Council to make an Expression of Interest in relation to the ACV. The Parish Council will support any group/s who also express an interest or wish to raise funds.

Cllr Wright then proposed that a community group (made up of residents and any interested Councillors) be formed to raise funds. Although the group will be separate to the Parish Council, the Parish Council can support where required. Cllr Wright is willing to lead the group. The proposal was seconded by Cllr Grainger and the motion was passed.

e) *Grant Request* – On the request of the Allotments Association, this item was deferred.

RESOLVED: For this agenda item to be deferred on the request of the Allotments Association

Cllr Miss Dobinson then raised an issue relating to the Parish Council answering any questions raised by the Planning Inspector. Following a discussion, it was agreed that Cllr Miss Dobinson and Cllr Grainger will work together on this. Cllr Parker made the proposal, which was seconded by the Chair and the motion was passed.

236. PRIORY BARNs DEVELOPMENT

Councillors noted the responses to correspondence from RBC and Historic England, and it was also noted that the application had been passed by the Planning Committee.

237. WOLSTON PARISH COUNCIL OFFICE SPACE AND RENT

Councillors noted the offer from the Baptist Church to rent the whole upstairs office space at the Baptist Church for £1050 per quarter (instead of £750 per quarter), now that the other half of the office space had been vacated. Following a brief discussion, Cllr Wright proposed accepting the offer, subject to a confirmation that a Fire Safety Assessment has taken place. This was seconded by Cllr Parker and agreed unanimously.

RESOLVED: For the Parish Council to rent the whole office space upstairs at the Baptist Church, subject to confirmation that a Fire Safety Assessment has taken place.

238. PARISH COUNCIL INSURANCE

All Councillors had been given the opportunity to review the proposed Insurance Policy from BHIB prior to the Parish Council meeting. It was noted that the Parish Council is currently in a three year contract with BHIB. Cllr Wright proposed accepting the Policy, which was seconded by Cllr Grainger and agreed unanimously.

RESOLVED: For the Parish Council to accept the BHIB Policy for 2021-22.

239. BRANDON AND WOLSTON VILLAGE HALL

Councillors were advised about the Village Hall AGM taking place on 4th May 2021. A discussion then took place about nominating a Parish Councillor to represent the Parish Council as a Trustee of Brandon and Wolston Village Hall. Cllr Wright proposed Cllr Miss Ball to represent the Parish Council, which was seconded by the Chairman. Cllr Miss Ball confirmed she was willing to accept the nomination, and all Councillors were in favour of the proposal. The AGM will take place on 4th May 2021 at 7.30pm.

RESOLVED: For Cllr Miss Ball to represent the Parish Council as a Trustee of Brandon and Wolston Village Hall.

240. DELEGATION OF POWERS TO THE PARISH COUNCIL CLERK/RESPONSIBLE FINANCE OFFICER

A discussion took place about the need to continue with the delegation of powers to the Clerk/RFO. The Clerk confirmed that, as before, any decisions needing to be made would be emailed to Councillors beforehand and, if appropriate agreed via email. Cllr Parker proposed that the delegation of powers be continued until further notice, which was seconded by Cllr Wright and agreed unanimously.

RESOLVED: For the Clerk to have the Delegated Powers as detailed on Appendix 1 to the minutes.

241. STREETLIGHT LUMINAIRES

Cllr Grainger confirmed that the Salix loan had been approved, and that the Parish Council may also be able to get a grant from the WCC Greenhoots Fund to cover the difference between the anticipated cost of the luminaire replacements and the Salix loan. Following a discussion, Cllr Milne proposed supporting Cllr Grainger in applying for the grant, which was seconded by Cllr Miss Ball and agreed unanimously.

RESOLVED: For a grant application to be submitted to Greenhoots, for a grant to cover the difference between the costs of the project and the Salix loan.

242. DATE OF NEXT MEETING/S

The Chairman confirmed that the Annual Parish Meeting will take place via Zoom at 6pm on the 6th May 2021, and the Annual Meeting of the Parish Council will take place via Zoom at 6.30pm on 6th May 2021.

As there were no further items on the Agenda the Chairman declared the meeting closed at 9:00 pm.

Signed:..... Chairman

Date:

Signed.....

**Notes on the Public Forum and Parish Matters held during the
Extraordinary Parish Council Meeting on 29th April 2021.**

The Chairman welcomed everyone to the meeting and invited representations from all who were present. The Chairman explained that the meeting would be recorded for the use of the Parish Council Clerk only, and the recording would be deleted once the minutes of this meeting were approved.

A resident raised serious concerns about the Parish Council supporting the Allotments Planning Application, and wanted to ask a number of questions. Due to time issues, the Chair agreed that these questions could be sent via email, and a response would be given to the resident.

Mrs Bearne from the Allotments Association advised that the trading shed has re-opened, and she thanked the Parish Council and residents for their support.

Cllr Wright reported that a resident had managed to get repairs made to a public footpath via WCC. Cllr Wright suggested that residents could join the Parish Council Footpaths Working Group – as residents who are regular walkers may have more information about issues than Councillors.

A resident asked if there was any progress about naming a path in Priory Manor after Mr Summerfield ('Summerfield Walk'). The Chair confirmed that this item had not been forgotten, and was on the monthly Progress Report as a reminder, but until the site is adopted there is no action that the Parish Council can take.

As there were no further comments or questions from anyone else, the Chairman declared the public forum part of the meeting closed at 6.45pm.

APPENDIX 1

Delegation of Powers to the Clerk/RFO

To agree the continued delegation of additional powers to the Parish Council Clerk/RFO until further notice as follows:

1. To note that it is lawful for the clerk to spend against specific items in the Parish Council's budget i.e. for contractors, hall hire, utility bills, salaries etc, all of which having been identified in the budget when setting the precept, any such payments to be reported to the Council at the next ordinary meeting.
2. To approve provision of delegated powers for the RFO to spend up to a limited amount of £3,000 and to authorise urgent work when unforeseen circumstances occur.
3. Delegated powers to the Clerk to respond to consultations and planning applications (councillors are still able to submit their own personal comments) – following consultation with Councillors (see point 7 below).
4. Agreement to delegate the postponement of future meetings of the Parish Council (should this be required)
5. Agreement to receive and act upon Government advice in relation to the holding of the Annual Meeting of the Parish (noting at present such meetings must be held before 1 June) and the Annual Meeting of the Parish Council (noting at present such a meeting must be held in May), thereby giving delegated power to the Clerk to make necessary re-arrangements for these meetings in consultation with the Chair.
6. For the Clerk/RFO to make any essential decisions that mean that Parish Council business can carry on as required.
7. The Clerk/RFO, prior to taking any action under points 2) to 6) above, shall take all reasonable steps to inform Councillors of the necessity for a decision and to obtain their support, or otherwise, for a decision to be taken. The decision taken by the Clerk/RFO shall be informed by responses of Councillors consulted, and shall be fully documented, for example by asking councillors to confirm their opinions by email to the clerk, for the clerk to keep as a record of the decision.
8. The Parish Council can decide to rescind the delegation of some or all extra powers to the Clerk/RFO when appropriate.

Signed.....