

FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL  
Minutes of the meeting held Monday 10 August 2020 by video via Zoom

Present: Councillors Ian Norman, Gordon Gilbert, Ian Tayler, Jill Pass, Tim Plant, Richard Ayres, Rosemary Conibeer, Michael Light  
Apologies: Carol Poulter (ESC), Andrew Reid (SCC)  
In attendance: Parish clerk Debbi Tayler,

**1 Apologies**

Apologies were received from Councillors Poulter and Reid.

**2 Declarations of Interest**

There were no declarations of interest for items on the agenda.

**3 Minutes of meeting held 13 July 2020**

The minutes of the meetings were unanimously approved and will be signed by the chair.

**4 Questions from the public**

The home owner at The Old Post House has been in touch with the chair as he has been contacted by ESC and SCC regarding the wall he is building around his property. He maintains that his deeds show he is within the boundary but Highways say the piers on the corner of the property are encroaching on the road. He has asked for a meeting with SCC and his architect. He has advised that his building works have been signed off by a Building Control officer at ESC, Michael Charlston. The clerk has written to the planning officer twice with no response. She will write again.

Thanks to be given to Councillor Reid as the potholes on Great Glemham Road have been resurfaced and the signs at the bottom of the road have been reinstated.

Sarah Morgan at Farnham Hall has offered a site visit for the council prior to the Relevant Representation being submitted to PINS. The clerk will arrange.

Parishioners have complained about issues at Elm Tree Farm with regard to pig farming. There are a lot of flies and smell and concern about water run off when it rains. The clerk wrote to Environmental Health who advised that complaints must be made by individuals. There is also a potential issue about building in the curtilage of a listed building which the clerk will follow up.

The hedge outside Red House Farm is overgrown, the clerk will investigate.

**5 Reports from County and District Councillors**

No reports were received.

**6 Clerk's Report**

The correspondence log was circulated prior to the meeting. The clerk advised she had attended a webinar about the Website Accessibility Statement. This means the council's website must be accessible to everyone including those with disabilities and a statement made on the website.

**7 RFO's report**

On 31 July there was £6238.90 in the council's bank account. There were three invoices for approval.

		Legal power
Clerk's salary inc admin	£164.42	LGA 1972 s.112
PAYE Month 5	£32.20	LGA 1972 s.112
WAS training	£30.00	LGA 1972 s.111

The clerk advised that her invoice includes the monthly Zoom subscription of £14.39 and printer paper. The invoices were all approved. The balance in the account is now £6012.28.

The approvals sheets and bank statements will be delivered to Councillors Pass and Gilbert to sign.

**8 To receive feedback from the PAE webinar on 4 August**

Planning Aid England are again running webinars to assist parish and town councils in structuring their Relevant Representations to the Planning Inspectorate. This would enable the council to be registered as an Interested Party. The RR must be made by 30 September and must be no more than 500 words. A useful starting point will be the summary from the public consultation Stage 4. PAE advised the most useful documents of the many available are 6.1 Non technical summary and 8.4 Planning Statement. There are also advice notes available on the PINS website. The RR must include a summary of points we both agree and disagree with in the application. PAE has supplied various tools to assist with drafting and structuring.

**9 Reports from external meetings**

There had been no external meetings.

**10 Items for future meetings**

Vehicle Activated Signs, follow up to Farnham Hall visit, reviews of audit documents for 2020/21. Councillor Ayres has put together an emergency box and will submit an invoice for approval.

Date of next meeting 14 September, the clerk will issue a Zoom Outlook appointment nearer the time.

The meeting was closed at 20.20.

Signed .....(Chair)

Date.....