



Clerk: Mrs Carol McFarland BA(Hons)  
Tel / Fax: 01794 884826  
e-mail: clerk@romseyextra-pc.org.uk

Chairman: Cllr John Parker

Cowesfield Lodge  
Romsey Road  
Whiteparish  
Salisbury  
SP5 2QY

The ANNUAL GENERAL MEETING of the PARISH COUNCIL will be held in the **COURT ROOM, ROMSEY TOWN HALL, 1 MARKET PLACE, ROMSEY, SO51 8YZ** on **THURSDAY 13<sup>th</sup> MAY 2021** at 7.15 p.m.

Members of the press and public may attend but they must wear a mask and adhere to the Social Distancing. Please note that after *Public Participation*, the public will not be able to speak during the meeting.

## AGENDA

### APOLOGIES RECEIVED

- 1) ELECTION OF CHAIRMAN FOR 2021/22
  - a) Declaration of Acceptance of Office of Chairman
- 2) ELECTION OF VICE CHAIRMAN FOR 2021/22
- 3) DECLARATIONS OF INTERESTS, GIFTS or HOSPITALITY
  - a) Code of Conduct - Register of Interests: To receive any updates or amendments
  - b) Relating to items for discussion
- 4) PUBLIC PARTICIPATION
- 5) COUNTY COUNCILLOR/ BOROUGH COUNCILLOR REPORTS (if present)
- 6) MINUTES:
  - a) To Agree the Minutes of the Meeting Held Remotely on 15<sup>th</sup> April 2021
  - b) To Receive the Draft Minutes and Approve the Recommendations of the Staffing Committee Held Remotely on 4<sup>th</sup> May 2021:
    - Approve Changes of the Clerks Contract of Employment - Hours
- 7) CLOSING ACTIONS FROM PREVIOUS MEETING HELD ON 15<sup>th</sup> APRIL 2021
- 8) PLANNING: (See attached Planning List)
  - a) New Applications to be Considered Prior to the First Joint Planning Committee on 27 May 2021:
    - 21/01024/FULLS Installation of a chiller unit to the designated cellar **Ganger Farm Pavilion Ganger Farm Way**
    - 21/01045/FULLS Two storey side extension to provide extended kitchen and master bedroom, and provide pitched roof to porch **27 Minchin Road**
    - 21/01249/FULLS Proposed demolition of existing garage and replace with a double garage **5 Clover Way**
    - 21/00683/CLPS Certificate of proposed development to reduce an existing window on front elevation first floor from two lights to a single light **6 Sorrel Close**
    - 21/01236/CLES Certificate of lawful existing use to establish that Planning Permission 18/00834/FULLS has been implemented in accordance with the permission **Bramble Cottage Braishfield Road**
- 9) ANNUAL APPOINTMENT OF COMMITTEES & REPRESENTATIVES 2021/22:
  - a) Joint Planning Committee with Romsey Town Council – 6 Members
  - b) Staffing Committee – 3 Members
  - c) Other Representatives – See List
- 10) FINANCE: (See attached Finance List)
  - a) To Note the Monthly Bank Reconciliation dated 30 April 2021
  - b) To Note the Council's Internal Auditor - John Murray's Report for the Year Ended 2020/21
  - c) To Approve:
    - (i) The Annual Governance Statement 2020/21
    - (ii) The Parish Annual Accounting Statements 2020/21
  - d) To Note the Period for the Exercise of Public Rights of Inspection
  - e) Payments for Approval
  - f) Payments Received
  - g) Grants / Sponsorship / Donations for Approval – To Consider if any
- 11) COUNCIL ADMINISTRATION
  - a) Newsletter – Articles for Next Issue
  - b) Joint Working with Romsey Town Council – To Receive an Update on the Joint Planning Committee
- 12) FOOTPATHS & ROADS
  - a) HCC Notification of made Order - PPO 5147 Romsey Extra Footpath 3 – Dated 22 April 2021 for a period of 10 Years or until the cessation of the works, whichever is sooner
- 13) PARISH AMENITIES
  - a) Allotments – To Receive an Update

- b) Woodley Village Hall – To Receive an Update  
14) CORRESPONDENCE (See attached list)  
15) MEETINGS ATTENDED To Receive any Necessary Feedback  
16) GENERAL BUSINESS AT CHAIRMAN'S DISCRETION

Signed: *G H McFarland*  
Parish Clerk  
Date: 7 May 2021

John Parker (Chairman)  
Dorothy Baverstock (Vice Chairman)  
Janet Burnage  
Janet Cairney

Mark Cooper  
Matthew Southey  
Dr Susan Tippet

[www.romseyextra-pc.org.uk](http://www.romseyextra-pc.org.uk)

**NOTE: For the Safety of the Council, Staff and the Public** all attendees must wear a mask and observe the social distancing rules. Paper copies of meeting papers will **NOT** be available on the evening.