

# ENFORD PARISH HALL AND READING ROOM

## ANNUAL GENERAL MEETING 2021

### Minutes

PARISH HALL MANAGEMENT COMMITTEE MEETING  
Meeting held on Wednesday 23<sup>rd</sup> June 2021 at 7.30pm  
In Enford Church

**Present:** Chairman, Peter Cliffe-Roberts

Richard Roberts, Mark Hiskett, Jane Young, David Spencer, Jackie Elkins

**Apologies Received:** Ollie Stagg, Bruce Waight, Vick Exley

In attendance: Tom Hunter, David & Lowenna Harbottle, Anthony & Judy D'Arcy-Irvine

#### 1. Welcome

The Chairman Peter Cliffe-Roberts opened the meeting at 7.32pm and thanked everyone for coming. He gave a brief rundown of events since the last meeting on 2<sup>nd</sup> March 2020. The Hall has been almost completely demolished, the site has basically been cleared although some rubble remains and it has been properly measured. The 2020 AGM was postponed because of Covid and lockdowns etc. A pre-planning application had been submitted in August to establish whether or not vehicles may be allowed to reverse in or out of the site. Thanks mainly to the confirmation of the 20mph speed limit to be applied to Longstreet, the pre-application was eventually successful and the PHMC is finally in a position to go ahead and apply for a full planning consent for the use of the site for a public garden and car parking.

#### 2. Public Questions

Judy D'Arcy-Irvine said she had five points she would like to raise with the Chairman:  
1 – A decision was made for a Community Garden and the car parking spaces were added. She said things had changed in the last couple of years and all the properties in the immediate vicinity of the site had 2x off-road parking spaces so therefore the parking was no longer necessary and the spaces would not solve anything. Peter Cliffe-Roberts explained that at the Open Meeting held in 2018 the general public were offered 4 or 5 options for alternative use of the site, and also invited to put forwards any others. There were two clear preferences expressed at that meeting - a community garden/meeting area and carparking to try and relieve the amount of vehicles parking on the road at the narrowest point, almost blocking it. These were the two highest preferences expressed by the villagers and therefore that is what the PHMC are trying to achieve. Judy D'Arcy-Irvine said that circumstances have changed and it is only deliveries or trades people who park in the road. Peter Cliffe-Roberts said that now that

a planning application can be made, at the same time a letter will be sent to every property in the affected section of Longstreet, seeking expressions of interest in principle to renting one of the 3 car parking spaces. Judy D’Arcy-Irvine said this should be done before the Planning Application. She feels the owners of these properties are not being treated fairly as the situation has changed. There was some discussion between those attending on this point.

2 – Vehicle and public Safety. Judy D’Arcy-Irvine then raised a point on road (pedestrian and cyclist) safety. She reported she had nearly had an accident with a vehicle reversing out of a property in Longstreet as the driver was unable to see any traffic until his vehicle was in the road. Peter Cliffe-Roberts explained this was the main matter considered by Wiltshire in the pre-application process. It will also be considered in response to the formal planning application. Judy D’Arcy-Irvine said that only one car in Longstreet reverses off their property. There was some discussion between those attending on this point.

3 – Conservation Area. She was concerned for the visual impact a car park would have in the residential surroundings and nothing should be allowed to ruin the village image. She would prefer just a garden. Peter Cliffe-Roberts explained that this is a Planning issue in terms of the design and look of the site. She asked about the proposed surface of the parking area, Peter Cliffe-Roberts confirmed that the intention was to surface with gravel, and in response to a request for further information from Lowenna Harbottle he showed and explained the plastic grid system that could be utilized to contain the gravel and reduce the possibility of the gravel drifting. Judy D’Arcy-Irvine was concerned that the gravel retention system would not be sufficient and could still endanger cyclists. Peter Cliffe-Roberts replied that this would be a Planning and Highways consideration in response to the formal application. There was some discussion between those attending on this point.

4 – Flooding. Judy D’Arcy-Irvine said there was already a flooding issue with the properties at that end of Longstreet as all the surface water runs down from the Village Hall end of the road and the current drainage provision is insufficient. The property owners were already doing everything they could to protect their properties but during heavy or prolonged downpours, the rain was already causing problems and concerns. Both drainage problems and flooding potential are major issues that concerned her. Peter Cliffe-Roberts pointed out that the building formerly on the site had a large area of pitched roof but was unaware of the rainfall run-off from this having been an issue. The proposed garden and permeable-surfaced parking area could only be an improvement. There was some discussion between those attending on this point.

5 – Costs. Judy D’Arcy-Irvine said she and the Community wanted more information on the plans as they are, as well as the costs of the project. She would like further consultation with the whole Parish before the Planning Application is submitted. Peter Cliffe-Roberts pointed out that the proposals for the site are the result of a Village Consultation two and a half years ago and that the planning application to be submitted will have details of the proposal. Costs and sources of income will now be investigated by the PHMC; however Judy D’Arcy-Irvine felt there should be further consultation as the village wanted to know everything about the project for example – the cost of the proposed Licences to park. She asked whether Peter Cliffe-Roberts knew that the cost

of a residents' parking permit in Chelsea was £186.00 per annum and wondered how the PHMC could ever recoup the financial input in the project. Peter Cliffe-Roberts replied that he did not know what the parking charges in Chelsea were, nor did he see their relevance, but he did know that in Grants Road, the residents of Aster properties were being charged £20 per week for a garage that is not wide enough to take the average car, and a similar level of charging applies in Upavon. Judy D'Arcy-Irvine felt that more consultation with the village was needed as there was no current established need for extra car parking spaces. Jacqui Elkins pointed out that every village has constant 'churn' – people moving house and newcomers who may well have different requirements. Mark Hiskett pointed out the requirement was shown at the Public Meeting in 2018 when car parking was one of the two requested options for the site. The sale of the Licences/Leases would generate an income for the Charity as well as go towards covering the costs of the parking installation however Judy D'Arcy-Irvine said the site should be a memorial to the Parish Hall and there should be no parking. She felt the PHMC were 'forcing' the parking issue versus the Garden. Richard Roberts said he had been contacted by the owners of the neighbouring properties who were 'crying out' for the spaces however Judy D'Arcy-Irvine said no, there was no requirement. Peter Cliffe-Roberts said the Planning Application would come first and be submitted in the next week or so and that there would be further consultation. David Harbottle suggested writing to all the property owners in Longstreet to gauge their opinions, to which Peter Cliffe-Roberts replied that this was exactly the intention of the PHMC – to invite everyone in the affected area of Longstreet to express an interest in a parking space. Judy D'Arcy-Irvine said she thought that Peter Cliffe-Roberts was being autocratic and that she was only thinking of the whole village and conservation. There was some discussion between those attending on this point.

### **3. Election of Officers and Representatives**

The Chairman reminded all present that, under the Charity Scheme governing the PHMC, there are four elected members of the committee, as well as the members who have been nominated to represent various village clubs, groups and bodies.

All four of the Elected members have agreed to stand for another year (2021 – 2022) and they are – Peter Cliffe-Roberts, Richard Roberts, Bruce Waight and Emma Nutt. They were proposed 'en bloc' by Jacqui Elkins, seconded by Jane Young and confirmed by all other members present.

The standing representatives for the Committee are:

Mark Hiskett	- The Parochial Church Council
David Spencer	- The Gardening Club
Ollie Stagg	- The Football Club
Vick Exley	- The Parish Council
David Spencer	- The Village Hall
Jackie Elkins	- The Newsletter
Jane Young	- The Camera Club

All members had been re-nominated by their respective group, body or club, and all have agreed to stand for another one- year term. Their collective 'standing' was proposed by Richard Roberts and seconded by Emma Nutt.

**4. Declarations of Acceptance**

All Committee members are required to sign a 'Declaration of Acceptance of Office' which remains in force for one year and also acts as the 'Register'. All those present did so and the Secretary will contact those who were unable to attend in order to update the records. The Secretary will update the Charity Commission website.

**5. Finance**

A copy of the accounts for the 2019 – 2020 and 2020 - 2021 financial years had been circulated to all committee members and copies of the 2020- 2021 accounts were made available to those who attended. Peter Cliffe-Roberts asked if there were any questions on the accounts and they were proposed by Mark Hiskett and seconded by David Spencer. As at the 23<sup>rd</sup> June 2021 there is a balance of £2,785.40 in the bank account.

**6. Verification of Minutes of the last AGM held on 26<sup>th</sup> November 2019**

The Minutes of the last AGM held on 26<sup>th</sup> November 2019 were proposed as accurate and accepted by all members.

**7. Goals for achievement in the coming year.**

- The submission of and subsequent consent for the full Planning Application to/from Wiltshire Council for the site.
- The design/layout to be finalised, so that the costings for the project can be worked out and held within an acceptable budget.
- Identify demand for potential spaces.

The date of the next meeting will be confirmed near the time. There being no other business, the meeting was closed at 8.05 p.m.

The members of the Public were then asked to leave as a Committee meeting had been scheduled immediately after the AGM

Elizabeth Harrison  
Secretary & Treasurer – 23<sup>rd</sup> June 2021