

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 23rd November 2022 at 19:00 in Crudwell Village Hall

Present: Cllrs Budgen (Chair), Hatherell, Briggs, Clogg, Hopkins, Ingham, Maslin, Merriman, Payne, Stephens and Smith (WC-Sherston Division)

Public: None present.

98 APOLOGIES FOR ABSENCE

Cllr Jones

99 DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE COUNCIL'S CODE OF CONDUCT

None.

100 PUBLIC QUESTION TIME IN RESPECT OF ITEMS OF BUSINESS INCLUDED ON THE AGENDA

None.

101 TO ADOPT THE MINUTES OF THE MEETING ON THE 26th OCTOBER 2022

The minutes of the meeting on the 26th October were adopted as a true record and signed accordingly.

102 TO RECEIVE REPORT #11.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #11.1 and the Council considered the following planning applications. Full comments submitted by the Council can be viewed online at Wiltshire Council under the relevant application reference.

Site	Reference	Comments
Pumping Station, Grange Lane, Rodbourne, SN16 0ES	PL/2022/08056	No objection
Land west of A429 (Crudwell Road), North of Malmesbury	20/08618/FUL	No objection
Lawn Farm, Grange Lane, SN16 0EP	PL/2022/08527	Objection
Land adj to Rossley House, Milbourne, SN16 9JA	PL/2022/08492	No objection
Lawn Farm, Grange Lane, SN16 0EP	PL/2022/08617	Objection

103 FINANCIAL REPORTS

The RFO presented the accounts for the year to date; receipts and payments are within budget. The bank statement dated 31st October 2022 showing balances of £60,318.64 and £43,733.39 was noted and matches the reconciliation statement. Cllr Hatherell signed the original bank statements as correct and evidence of verification. CIL income of £30,507.31 has been received from Wiltshire Council, for tranche 1 of 3 for land to the east of Storey Mews. This means the Council has over £85,000 in cash deposits, however it is the view of the Finance Committee that this is a short-term risk and will shortly be reduced with payments for village gates, SIDs and the extension of the Milbourne pedestrian refuge.

The RFO presented the payments schedule. The Council was notified that the planter under the sign on Foxley Road had disintegrated beyond repair and Foxley Road Nurseries offered a similar replacement at a competitive price. The Highway Engineer confirmed that Highways had no objection to the Council replacing the barrel. Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Stephens first authoriser, Cllr Budgen second authoriser.

Action: Cllrs Stephens and Budgen

Payments Schedule			
Payment No.	Payee Details	Reason	Amount (£)
1	RJ & SH Mellowes	Postage charge & stamps	£9.69
2	Reformation Limited	Bench for Cowbridge	£449.00
3	Foxley Road Nurseries	Replacement planter Foxley Road	£36.95
4	Idverde Ltd	Twice weekly waste collection of 3 bins - Nov 22	£99.10
5	Idverde Ltd	Grass cutting 1.8.22-30.11.22	£847.20
		Total	£1,441.94

104 TO APPROVE THE COUNCIL'S 2023/24 BUDGET AND TO AGREE THE LOCAL PRECEPT FOR 2023/24

Cllr Briggs reported that the Local Government Association pay award for the current year had been announced and this, together with a possible 2023-24 increase, had been built into the draft budget. The budget for audit fees (4110), waste bin collection (4240) and EMR asset replacement 4360 had also been increased. Cllr Hatherell recommended account 4170 also be increased as replacement batteries for the defibrillator now cost £226. It was agreed the Finance Committee would provide budget illustrations for various percentage reductions to the Precept to enable a decision to be finalised at the December meeting.

Action: All

105 TO ADOPT THE COUNCIL'S COMMUNITY EMERGENCY PLAN ISSUE 5 NOV 22

Community Emergency Plan Issue 5 23.11.2022 together with a summary of Wiltshire Council's emergency contact details for display on the website were circulated prior to the meeting. The plan was subsequently approved and will be reviewed in July 2023.

106 TO RECEIVE A VERBAL UPDATE REGARDING ACTIONS TO EASE THE IMPACT OF THE 'COST OF LIVING CRISIS' ON RESIDENTS IN THE PARISH

Cllr Clogg reported that signposting information had been received from Wiltshire Council and the Clerk had uploaded an information sheet to the website and circulated for display on noticeboards. Cllr Smith suggested adding information about local venues.

Action: Cllr Clogg & Clerk

107 TO CONSIDER REPORT #11.2 FOR THE PURCHASE AND INSTALLATION OF SPEED INDICATOR DEVICES AT CORSTON AND BURTON HILL

Cllr Briggs presented Report #11.2 to seek Council approval for the purchase and installation of SIDs at Corston (mains powered) and the southern part of Burton Hill (solar powered). Wiltshire Council engineers will install and connect the Corston SID to lamp post #30 and the Council will supply a post to be erected by Wiltshire Council for the one at Burton Hill. Cllr Budgen stated that the Council had received invaluable help from Rebecca Chivers, Highway Engineer for Malmesbury and Calne. Members of the Project WP had consulted with other local parishes and taken care to present the quotes to ensure a like-for-like comparison. It was recommended that a Bluetooth enabled laptop should be purchased to download the data available from the devices which could provide evidence for traffic enforcement purposes. Cllr Hopkins queried the life of a SID and maintenance costs. The life of the SIDs is not known and it is anticipated the Council would not incur any costs for the electricity supply to them, but only the costs of replacement batteries for the solar powered version. Cllr Budgen proposed option 4.2, to approve the purchase of a mains powered SID for Corston and a solar powered SID for Burton Hill from Company B at £4800 inc VAT, together with identified set-up costs of circa £1K, and to work with WH to get both devices operational as soon as practicable. This was seconded by Cllr Merriman and unanimously approved.

108 TO RECEIVE A VERBAL REPORT ON THE PROGRESS OF THE WEBSITE WORKING PARTY

Cllr Clogg stated the Clerk has completed a number of the items from Appendix 10.4a, discussed at the October meeting, and will speak to the provider regarding any remaining improvements.

Action: Clerk

109 TO CONSIDER A SUBMISSION INTO THE CONSULTATION FOR THE PROPOSED PARLIAMENTARY CONSTITUENCY BOUNDARY OF SOUTH COTSWOLD

Following a report released late last year by the Boundary Commission of England, new constituency boundaries have been proposed for the Cotswolds which affect the southwest area of the region in particular. Councillors viewed the proposed boundary map. Cllr Smith was of the opinion that the changes would not make any difference to this parish and it was agreed not to submit any comments.

110 TO RECEIVE VERBAL REPORTS ON HIGHWAYS, PLAYING FIELDS, FOOTPATHS, PATIENTS PARTICIPATION GROUP, PERSONNEL COMMITTEE, FINANCE COMMITTEE & PROJECTS WORKING PARTY

Highways

Cllr Hatherell reported the Parish Steward has cleared the leaves from St John’s Bridge and from Truckle Bridge to Common Road. He dealt with patches of oil reported in Milbourne Lane. The next visits are December 8th and January 6th, so please let Cllr Hatherell know of any jobs at least a week before.

Cllr Hatherell contacted the Highway Engineer regarding outstanding MyWilts issues. The outfall from Truckle Bridge is on private land and the landowner is responsible. The drains along Common Road have been cleared to alleviate flooding. The drains at Sir Bernard Lovell Road have been marked as a priority for the tanker.

Playing Fields

The annual RoSPA reports were circulated prior to the meeting. Most of the issues are rated low/very low and Cllr Hatherell will work through these. Some minor strimmer damage was mentioned in the report but Cllr Hatherell stated the grounds maintenance team do a good job and this was inevitable and not too serious.

Footpaths – no report

Patient Participation Group – no report

Personnel Committee

Cllr Clogg reported that, in accordance with contractual terms, an annual appraisal with the Clerk took place on the 17th November. The Local Government Association pay award for the current year was already discussed in agenda item 104. The Committee had agreed the clerk’s performance warranted the next increment of the national scale with effect from December.

Finance Committee

Cllr Budgen stated that in accordance with the Standing Orders expenditure on revenue items below £500 may be authorised by the Clerk, in conjunction with Chairman of the Council or Chairman of the Finance Committee. The Clerk has devised a purchase order form to ensure an audit trail is kept for these types of purchases which will be recorded separately on the monthly payment schedule.

Projects Working Party

Cllr Briggs reported that meeting notes of the PWP are available if anyone wished to see them. The PWP is contemplating the introduction of a parish newsletter to residents.

The meeting closed at 20:18

The next meeting will be held at 19:00 on 14th December 2022 at Crudwell Village Hall.

..... Chair Dated