

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 26th October 2022 at 19:00 in Crudwell Village Hall

Present: Cllrs Hatherell (Chair), Briggs, Clogg, Hopkins, Ingham, Jones, Maslin, Merriman and Payne

Public: None present.

80 APOLOGIES FOR ABSENCE

Cllrs Budgen, Stephens and Smith (WC - Sherston Division)

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

None.

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

None.

83 TO ADOPT THE MINUTES OF THE MEETING ON THE 28th SEPTEMBER 2022

The minutes of the meeting on the 28th September were adopted as a true record and signed accordingly.

84 TO RECEIVE REPORT #010.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Hatherell presented Report #10.1 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
Windy Ridge, Arches Lane, SN16 0EJ	PL/2022/07425	No objection
Holkham House, Foxley Road, SN16 0JQ	PL/2022/07427	No objection
The Old Farmhouse, Milbourne, SN16 9JA	PL/2022/07591	No objection with condition

Cllr Hatherell read the response from Wiltshire Council regarding the enforcement issue at Ashley, Common Road (see #71 of 28.9.22 minutes). Councillors were of the opinion it did not address the points raised but accepted that further pursuing the matter would achieve little. Cllr Hopkins requested a copy of the letter.

Cllr Hatherell stated he had received an informative document from Ann Skinner regarding the Planning Appeal for Land off Common Road (19/12002/FUL). It was agreed Cllrs Hatherell and Ingham would circulate a draft response to the Planning Appeal for approval.

Action: Clerk, Cllrs Hatherell & Ingham

85 FINANCIAL REPORTS

The RFO presented the accounts for the year to date; receipts and payments are within budget. The bank statement dated 30th September 2022 showing balances of £31,649.65 and £43,733.39 was noted and matches the reconciliation statement. Cllr Hatherell signed the original bank statements as correct and evidence of verification. The RFO presented the payments schedule, noting that the October waste collection invoice had not yet been received. Councillors gave authorisation to pay this on receipt. Cllr Hatherell signed the list of payments for authorisation as per supporting evidence; Cllr Clogg first authoriser, Cllr Budgen second authoriser.

The 2022-23 Quarter 2 Transparency Code was presented; Clerk to upload to the website.

Action: Cllrs Clogg, Budgen & Clerk

Payments Schedule			
Payment No.	Payee Details	Reason	Amount (£)
1	Playsafety Limited	2022 Annual safety inspection of Playing Areas	£172.20
2	AV Partsmaster Ltd	Panasonic PT-VZ580 Projector	£1,056.00
3	D F & K J Briggs	Reimbursement for noticeboard magnets	£19.98
4	Idverde Ltd	Twice weekly collection of 3 bins – Oct 22	£99.10
		Total	£1,347.28

86 TO CONSIDER A FIRST DRAFT OF THE 2023/24 BUDGET

The RFO led the discussion on this item, indicating where savings could be made and the reasons for increased costs. Cllr Hopkins advised that audit fees are on a set scale and would be higher if CIL income is above 100,000. He recommended the budget for waste bin collection (4240) was increased by 7%. He did not consider it a problem if the precept was not increased at all as good practice is that councils should not have general reserves higher than the precept. It was agreed councillors would review the draft budget over the next month and send any comments to the RFO in order for it to be finalised at the November meeting.

Action: All

87 TO REVIEW THE ASSET REGISTER

Cllr Briggs stated the Finance Committee intend to update the register with all the asset purchases en bloc once finished. This was agreed.

Action: Finance Committee

88 NEW PREMISES LICENCE APPLICATION – ANNUAL EVENT AT CHARLTON PARK

Cllr Hatherell informed the Council that the first event is proposed to take place 25-28th August 2023 and is likely to be scheduled for the same bank holiday weekend each year. It is promoted as a Christian worship event. No alcohol sales are being applied for. The application states the amplified live music will cease at 23:00 and then move on to unamplified/acoustic music only. Engineers will be on site monitoring sound. Cllr Hatherell proposed no objection, all agreed.

Action: Clerk

89 VERBAL REPORT ON THE LOCAL HIGHWAYS & FOOTPATH IMPROVEMENT GROUP (LHFIG) MEETING ON THE 25th OCTOBER

Cllr Hatherell stated the only issue for this parish was #7-22-6 road safety on the bend at the A429 junction with Mill Lane in Corston. Issues with the installation of a SID are being discussed with the Highway Engineer.

90 VERBAL UPDATE ON THE FINAL 2021/22 CGR RECOMMENDATIONS OF THE ELECTORAL REVIEW COMMITTEE

Cllr Hatherell reported that at the Full WC meeting on 18th October members voted that there should be no change to the existing parish boundaries and to go to one ward i.e. incorporate the Westport Parish Ward into one integrated St Paul Malmesbury Without Parish Ward. These changes will come into effect from 1.4.2025.

91 TO REVIEW AND UPDATE THE COUNCIL'S EMERGENCY PLAN

A draft plan was circulated prior to the meeting. It was agreed the plan would be for internal use by the council and that WC emergency planning information/contact details would be displayed on the website. Cllr Clogg requested she be informed of contact numbers of people willing to turn out an appropriate vehicle in the event of snow etc. The plan will be reissued for full adoption at the November meeting and will be added to the actions calendar to be reviewed every November.

Action: All

92 TO AGREE PROPOSED AMENDMENTS TO STANDING ORDERS

Councillors viewed and agreed to the following proposed amended wording of Standing Order 15b xv:-

[The proper officer shall] On the receipt of a planning application where the closing date for comment falls before the date of the next ordinary meeting of the Council be delegated the power to take the action she/he deems necessary. She/he may ask for an extension from the named Wiltshire Council Officer. If this is refused or she/he deems it not necessary to make the request she/he should submit a response on behalf of the Council. She/he will canvass Councillor's opinions to assist with this decision. An extraordinary meeting of the Council will be called under the terms of clause 6 if the application is thought to warrant it.

Action: Clerk

93 TO CONSIDER COMMENTS RECEIVED REGARDING ACTIONS TO EASE THE IMPACT OF THE 'COST OF LIVING CRISIS' ON RESIDENTS IN THE PARISH

Cllr Clogg reported that information and guidance was awaited from WC. Cllr Ingham stated she had shared the suggested actions with the PPG. The clerk gave details of a Gigaclear offer to apply for a Community Hub Scheme, which aims to provide free broadband to benefit local people, possibly for Corston Reading Room. Cllr Clogg stated this would be for the Trustees to discuss but proposed the Parish Council would support if the Trustees/community want it. Cllr Hatherell will follow this up.

Action: Cllr Hatherell

94 TO CONSIDER REPORT #10.2 TO PURCHASE A BENCH FOR COWBRIDGE

Cllr Briggs presented Report #10.2 to seek Council approval for the purchase of a 3-seater bench out of CIL funds to be sited on an area of green land adjacent to 112 Sir Bernard Lovell Road and the car park. A resident is prepared to accept delivery on behalf of the Council and Cllr Stephens will secure it in place. All agreed that Option 3.2 be accepted, to purchase the bench at a cost of £449 including VAT.

95 TO CONSIDER REPORT #10.3 THE PLANTING OF TREES, IN VARIOUS LOCATIONS IN THE PARISH, TO CELEBRATE THE QUEEN'S JUBILEE

Cllr Briggs presented Report #10.3 to seek Council approval for the purchase and planting of bare rooted Upright Ornamental Pear Trees at Chippenham Road Playing Field, Milbourne Park and Monks Park Milbourne. Residents in Milbourne were keen to commemorate the Jubilee and have raised £200 towards this. Advice and approval has been given regarding the type of trees and planting on the verges. All agreed that Option 4.4 be accepted, to purchase and plant the trees at a net cost of £359.94.

96 TO CONSIDER REPORT #10.4 TO REQUEST COUNCIL AGREEMENT FOR THE WEBSITE WORKING GROUP (WG) TO PROGRESS IMPROVEMENTS

Cllr Clogg presented Report #10.4 and Appendix 10.4a and it was agreed the WG could enter into discussions with the website provider with a view to costing as many improvements in the Appendix as are technically possible. Councillors were asked to continue to send information through.

Action: All

97 TO RECEIVE VERBAL REPORTS FROM COMMITTEE REPRESENTATIVES

Cllr Hatherell reported the following:

Highways

The Parish Steward cleared the Swindon Road pavement and from Truckle Bridge to Common Road, followed by the sweeper. He cleared the pavement opposite the Police Station and cleared the leaves by the telephone box/conker tree in Milbourne. The next visit is on 10th November, so please let Cllr Hatherell know of any jobs at least a week before.

Cllrs Hatherell has submitted a salt bin survey and will follow up on the supply of salt in the parish.

Playing Fields

The annual RoSPA report has been received. Cllrs Hatherell will circulate a summary of this. The grass has been cut and Idverde have done a good job.

Patient Participation Group

Cllr Ingham attended the recent meeting. Two new members have been recruited and were in attendance. There are 3 new clinical practitioners, making 9 in total in this area. A refurbishment of the Primary Care Centre is planned, to best utilise the space with more staff. There will be a new phone system in January 2023. The centre will only be offering Covid vaccinations to those over 75 and those over 18 with severely compromised immune systems. The centre does not offer ear syringing. Cllr Ingham mentioned car parking and it was commented how well the one-way system worked for the vaccination programme last year.

Projects

Cllr Briggs stated the PWP are meeting every month. The SID in Corston is a priority and it is hoped Highways make the proper decision so the proposal can be brought to the November meeting.

The meeting closed at 20:25

The next meeting will be held at 19:00 on 23rd November 2022 at Crudwell Village Hall.

..... Chair Dated