

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 26th April 2023 at 19:15 in Crudwell Village Hall

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

Public: One present.

164 APOLOGIES FOR ABSENCE

Cllrs Clogg and Jones.

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

None.

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

None.

167 TO ADOPT THE MINUTES OF THE MEETING ON THE 22nd MARCH 2023

The minutes of the meeting on the 22nd March were adopted as a true record and signed accordingly.

168 TO RECEIVE REPORT #04.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #04.1 noting that for applications with a submission date prior to the meeting, comments were gathered by email and submitted by the clerk. 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
Bridleway House, Mill Lane, Corston, SN16 0HH	PL/2023/02239	Objection
Westbreeze, Milbourne, SN16 9JA	PL/2022/09049	No Objection
Home Farm, Burton Hill, SN16 0EW	PL/2023/02234	No Objection
Land at Burton Hill, SN16 9GQ	PL/2023/02684	Objection
Orchard House, Filands, SN16 9JN	PL/2023/03031	No Objection

The council requested Cllr Smith to call in application PL/2023/02684. It also agreed to submit further evidence in support of its objection to application PL/2023/01309, Frith House, Corston. As the evidence relates to heavy goods vehicles using a public footpath and bridleway, Stephen Leonard, Countryside Access Officer and the LHFIG will be advised to consider suitable actions.

Action: Cllr Budgen & Clerk

169 FINANCIAL REPORTS

The RFO presented the accounts for the year to date. The bank statement dated 31st March 2023 showing balances of £21,145.81 and £43,802.02 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 and thanked Cllr Stephens for fitting the new waste bin in Milbourne. The RFO stated the Milbourne Coronation celebrations will take place in June when the weather is warmer. Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Stephens first authoriser, Cllr Budgen second authoriser. The 2022-23 Quarter 4 Transparency Code was presented and approved; clerk to upload to the website.

Payments Schedule			
Payment No.	Payee Details	Reason	Amount (£)
1	Glasdon UK Limited	Waste bin at Milbourne	£214.97
2	Malmesbury Town Council	Malmesbury in Bloom donation	£100.00
3	BHIB Ltd	Local Councils Insurance Renewal	£719.83
4	Busy Fingers Printing Ltd	Printing costs: Parish Newsletter #1	£132.48
5	Idverde Limited	Twice weekly waste collection of 3 bins - April 23	£99.10
6	CEA and JL Hobson	Milbourne Coronation party donation	£50.00
		Total	£1,316.38

Action: Cllrs Stephens & Budgen, Clerk

170 TO RECEIVE REPORT #04.2 IN RESPECT OF THE COUNCIL'S INSURANCE POLICY

The RFO presented report #04.2 regarding renewal of the insurance policy from 1st June. The cover remains the same, but it is important that point 3.4 is adhered to, that is no councillor or clerk has been subject to a County Court Judgement or had insurance refused or cancelled, or has been declared bankrupt, or has been convicted of a criminal offence or prosecuted under Health and Safety or Environmental Protection legislation. It was noted that the playground equipment figure would need to be increased once the Rodbourne Road playing field upgrade is completed. Cllr Hopkins queried whether the declared value of £60,000 for street furniture needed to be increased following the purchase of SIDs and village gates; Cllr Briggs agreed to investigate. It was also agreed to check that all activities and tasks undertaken by councillors in their respective roles were covered by the insurance policy. The RFO recommended the proposal be accepted and the premium be paid accordingly; all agreed.

Action: Cllr Briggs & Clerk

171 TO RECEIVE REPORT #04.3 IN RESPECT OF THE CIL RECEIPTS AND USAGE FOR 2022/23

Cllr Briggs presented report #04.3 and explained clarification had been sought from Wiltshire Council as to whether figures should be reported net or gross. The advice from officers in the relevant department was it should be report as gross. Cllr Hopkins questioned this advice as the council reclaims the VAT element, so it is different in the way this report is shown and what is in the accounts, the amount in the accounts would be higher. It is also unfortunate from an audit point of view. It was noted that requests from the council for s106 funding payments are paid by WC in gross terms. The 2022/23 Cil report will be forwarded to WC and uploaded to the website for public information.

Action: Clerk

172 TO RECEIVE REPORT #04.4 TO AGREE MEETING DATES FOR COUNCIL YEAR 2023/24

The clerk presented Report #04.6 with proposed 23/24 dates for monthly meetings to be held at Crudwell Village Hall; the dates were agreed.

173 TO CONSIDER A GRANT REQUEST FROM MOVIES@MALMESBURY

It was agreed during the initial discussion of this grant request that the council's policy only allowed a maximum single grant of £250 in any one year, however there was some flexibility in the policy to offer a donation to worthy and community beneficial proposals. Cllr Hopkins proposed the council pledge a donation of £1,000 towards the projector to be paid when it has been confirmed that the target figure of £40,000 had been reached. This was seconded by Cllr Merriman and unanimously agreed.

Action: Clerk

174 TO CONSIDER A MINOR HIGHWAY IMPROVEMENT REQUEST ALONG THE A429 AT THE BLICKS HILL CROSSING

Although there were already warning signs on this stretch of the A429 it was agreed to support the request and forward it to the LHFIG for consideration and possible further action. Cllr Budgen will complete the council section on the form prior to its submission by the clerk.

Action: Cllr Budgen and Clerk

175 TO RECEIVE REPORT #04.5 ON THE LHFIFG MEETING ON THE 4th APRIL 2023

Cllr Budgen presented Report #04.5 reporting that following a site visit to Southside Close, Corston, the LHFIFG accepted the recommendation of the Highways officer that the introduction of warning signs and 'slow' markings was the best improvement option that could be achieved; the issue was upgraded to Priority 1. Further, it was agreed to make additional attempts to pursue the diversion of the school bus into Southside Close. Regarding the request for a reduced speed limit and traffic calming measures along the B4014/Hitchings Close, although the report was supported by the LHFIFG it was decided that the multiple highway issues along the B4014 would not be pursued by this group because of the ongoing residential development. The required improvements will be addressed by Highways Development Control once the full extent of the various developments is known. The clerk to notify the individuals that had submitted the improvement requests. **Action: Clerk**

176 TO RECEIVE REPORT #04.6 ON THE PURCHASE OF PLAQUES FOR THE QUEEN'S JUBILEE TREES

Cllr Briggs presented report #04.6 and proposed the council approve the purchase of three plaques to mark the planting of the six trees in the parish as part of the Queen's Platinum Jubilee celebrations in the sum of £286.20; this was agreed.

177 TO RECEIVE VERBAL REPORTS ON HIGHWAYS, FOOTPATHS, PATIENTS PARTICIPATION GROUP, PERSONNEL COMMITTEE, FINANCE COMMITTEE, PROJECTS WORKING PARTY & WEBSITE WORKING PARTY

Highways

Cllr Hatherell reported that the parish steward had not undertaken any parish jobs in April due to induction training to the new highway contractor (Milestone) and on-going pothole duties. The need to accomplish a lasting repair of potholes was emphasised.

Playing Fields

The monthly check of both playgrounds had taken place and found to be in good order. Idverde are due to undertake the first grass cut this week. He has advised them that Wessex Water have finished fitting the flow meter.

He has also met with Ray Sanderson and completed the necessary forms to fit a defibrillator in Milbourne. Cllr Clogg has agreed to be the Milbourne defibrillator co-ordinator.

Footpaths

Cllr Hopkins has written to Stephen Leonard in response to a query from a parishioner regarding MALW12 and is awaiting a response. Cllr Stephens has received the free of charge replacement gate for the Cowbridge footpath.

Patients Participation Group – no report

Personnel Committee

Cllr Briggs stated that at the recent supervisory meeting the content of an email from WC regarding the new Code of Conduct for Councillors and the Positive Conduct, Positive Democracy campaign was discussed. It was agreed dedicated council email addresses would be a future agenda item.

Finance Committee

Cllr Briggs confirmed the internal audit and end of year closedown were in hand.

Projects Working Party

Cllr Briggs reported that a contractor has agreed to provide an indicative estimate of what will be needed to level the existing grass area at Rodbourne Road playground.

Website Working Party – no report

The meeting closed at 20:14

The next meeting will be held at 19:15 on 24th May 2023 at Crudwell Village Hall.

..... Chair Dated