

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 22nd June 2022 at 19:00 in Crudwell Village Hall

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

Public: None present.

27 APOLOGIES FOR ABSENCE

Cllrs Clogg and Maslin.

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

None.

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

None.

30 TO ADOPT THE MINUTES OF THE MEETING ON THE 25th MAY 2022

The minutes of the meeting on the 25th May were adopted as a true record and signed accordingly.

31 TO RECEIVE REPORT #06.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #6.1 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
The Laurels, Main Road, Corston, SN16 0HD	PL/2022/03621	No objection
1 Milbourne Park, Milbourne, SN16 9JE	PL/2022/03941	Objection
5 Kingway View Corston SN16 0HG	PL/2022/04224	No objection
Land off the A429, SN16 9NZ	PL/2022/04275	Objection
Land at Foxley Road, Malmesbury, SN16 0JE	PL/2022/04286	Objection
1 Granary Close, Corston, SN16 0HP	PL/2022/04442	No objection
Olive Mead, Charlton Road, Milbourne, SN16 9JJ	PL/2022/04560	No Objection

Cllr Budgen will circulate a draft submission via email for approval regarding an application for Bluewood, Filands Farm ref PL/2022/044483 received after publication of the agenda. **Action: Cllr Budgen**

32 FINANCIAL REPORT

The RFO presented the accounts for the year to date; receipts and payments are within budget. The bank statement dated 31st May 2022 showing balances of £12,301.68 and £100,733.39 was noted and matched the reconciliation. The Vice Chair signed the original bank statements as correct and evidence of verification. The RFO presented the payments schedule, noting confirmation from Wiltshire Council that our grant application towards Jubilee celebrations in the amount of £75 was successful and the Jubilee organisers at Corston, Milbourne and Rodbourne were given an equal share. Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Stephens first authoriser, Cllr Budgen second authoriser.

Action: Cllrs Stephens & Budgen

June Payments Schedule			
Payment No.	Payee Details	Reason	Amount (£)
1	Reeds Construction & Engineering Ltd	Surfacing of Cowbridge Permissive Path	£20,532.36
2	R J & S H Mellowes	Reimbursement of Microsoft 365 subscription	£59.99
3	Maureen Inwards (Corston Jubilee Cttee)	Corston Jubilee Party	£25.00
4	Sarah Paton (Milbourne Jubilee Committee)	Milbourne Jubilee Party	£25.00
5	Rodbourne Jubilee Committee	Rodbourne Jubilee Party	£25.00
6	R J & S H Mellowes	Home working reimbursement 1st quarter (13 weeks)	£78.00
7	D F & K J Briggs	Reimbursement for cost of gift to internal auditor	£28.17
8	TEEC	Annual website hosting & domain charge	£151.19
		Total	£20,924.71

33 TO RECEIVE REPORTS FROM THE CHAIR OF THE FINANCE SUB-COMMITTEE AND RFO TO THE COUNCIL, TO:

i. consider the findings of the review of the effectiveness of the internal control system (including the Internal Audit Report)

Cllr Hopkins reported the Finance Committee had reviewed and were content with the effectiveness of the internal control system and the Auditor had been satisfied on all points.

ii. approve the Annual Governance Statement and authorise the Chair and Clerk to sign it

As Cllr Hopkins affirmed all the requirements have been met, he proposed the Annual Governance Statement (AGAR Section 1) be approved. This was unanimously agreed and the Statement was signed by the Chair and Clerk.

iii. a. consider the Accounting Statements and the explanation of variances and explanation of restatement of 2019-20 results.

The Accounting Statements (AGAR Section 2) were considered, together with the explanation of variances.

b. resolve to approve the Accounting Statements and accompanying explanations

The Accounting Statements and accompanying explanations were unanimously approved.

c. ensure that the Accounting Statements are signed and dated by the Chair

The Accounting Statements were duly signed and dated by the Chair.

d. note that the period for the Exercise of Public Rights is 27th June to 5th August and resolve to publish the required notices on June 24th

The RFO will ensure the required notices are uploaded to the website and also distributed copies for noticeboard monitors to display during this period.

Action: RFO & noticeboard monitors

34 TO RECEIVE A VERBAL PROGRESS REPORT ON THE COMMUNITY GOVERNANCE BOUNDARY REVIEW - MALMESBURY

Cllr Budgen provided a verbal update using the contents of Appendix 1 of these minutes. After clarification of a number of points, the Council endorsed the position reached thus far, supported the continuation of

discussions with Malmesbury Town Council and the communication of the Council's present position to the Electoral Review Committee (ERC). **Action: Cllr Budgen**

35 TO RECEIVE A VERBAL REPORT REGARDING A PROPOSED SAFEGUARDING POLICY

A draft Safeguarding Policy was circulated with the agenda pack. The Parish Council manages the playing field and play equipment at Corston and Rodbourne and Cllr Hatherell undertakes regular safety inspections of these. It also owns and manages the Corston Pond Nature Reserve. The Clerk explained several possible safeguarding policies were investigated but it was considered the draft policy tabled fulfils the Council's safeguarding obligations. It will be reviewed annually. Cllr Briggs proposed the policy be accepted, seconded by Cllr Hatherell.

36 UPDATE ON PRIORITY COUNCIL PROJECTS:

- i. Extension of the Milbourne Pedestrian Safety Refuge.
Final plans were anticipated at the end of the August.
- ii. Projects Working Party (PWP)
Cllr Briggs reported that the PWP had met recently and intend to present firm proposals to the July meeting.

37 TO RECEIVE VERBAL REPORTS FROM COMMITTEE REPRESENTATIVES

Cllr Hatherell reported the following:

Highways

The Parish Steward's job for this month is to cut back vegetation obscuring signage near the Blicks Hill turning on the bypass, by the telephone exchange, Truckle Bridge and by the phone box & pedestrian refuge in Milbourne.

Playing Fields

The monthly check of both playgrounds has taken place and all equipment was found to be in good order and the grass has been cut. Locations for the siting of new trees at Corston and Rodbourne playing fields have been identified, subject to the size of proposed new equipment.

Personnel Committee

Cllr Briggs reported the committee had recently held a mentoring session with the clerk.

Patient Participation Group

Cllr Ingham reported that the PCC had a number of new personnel: 2 clinical practitioners, 2 pharmacists and 2 paramedics. It is also looking into changing phone providers. They have reinstated NHS health checks. From 1st October the PCC will be open until 8 pm on a Thursday. With effect from 14th June it is not mandatory to wear face masks within the PCC. The AGM is due to be held at the PCC on 1st August at 19:00.

The meeting closed at 20:22.

The next meeting will be held at 19:00 on 27th July 2022 at Crudwell Village Hall.

..... Chair Dated

Appendix 1

At the public meeting of the Electoral Review Committee (ERC) on the 5th June and their subsequent discussion on their present boundary proposal for Malmesbury, it was concluded that although this proposal looked 'good' on paper it clearly did not feel 'good' in practice given the number of adverse comments emanating from the recently concluded public consultation. Consequently there was a need to consider the matter further and as a result the committee endorsed a suggestion that Malmesbury Town and St Paul Malmesbury Without Parish Councils engage in discussions to investigate if a mutually acceptable solution could be found; this was agreed by representatives of both Councils.

A representative of each Council along with their respective Wiltshire Councillors have met twice to explore whether any areas of common ground exist and to walk the contested areas to fully familiarise themselves with the street layouts and features. It was made clear by the ERC that any boundary proposals coming forward must be based upon immutable local features - roads, rivers footpaths and be a fully agreed proposal supported by both Councils. Therefore in seeking additional time from the Committee to complete the work there needs to be a mutual aspiration that a consensus will be reached and agreed by both the Parish and Town Councils and their respective Wiltshire Council representatives. It was also made clear that if a recommendation was to come forward from this joint work, the Committee would not necessarily be obliged to accept it, similarly if no agreed position could be found, the Committee would make its own recommendation.

The contested areas were, the Garden Centre/Aldi site, the northern part of Burton Hill and the westerly part of the Swindon Road. A number of options to find an agreed position might exist using the features B4042, MALW22, the A429, Arches Lane, and the narrow brook that runs under Arches Lane to the River Avon. There was a reasonable level of confidence within the group that an acceptable position might be found within these landmarks, and another meeting is planned to explore the matter further. Meanwhile, the ERC will be informed that the possibility of consensus exists but that a recommendation may not be forthcoming in time for their next meeting on the 5th July.