

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 25th May 2022 at 19:15 in Crudwell Village Hall

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

Public: Three present.

14 APOLOGIES FOR ABSENCE

Cllr Briggs.

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

None.

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

None.

17 TO ADOPT THE MINUTES OF THE MEETING ON THE 27th APRIL 2022

The minutes of the meeting on the 27th April were adopted as a true record and signed accordingly.

18 TO RECEIVE REPORT #05.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #5.1 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
Southfield Farm, Crab Mill Lane, Lea, SN16 9NF	PL/2022/02178	Objection
Land to the rear of The Radnor Arms, Main Road, Corston, SN16 0HD	PL/2022/03214	No objection
Firs Farm, Milbourne, SN16 9JA	PL/2022/03218	No objection
22 Haddons Close, Foxley Road, SN16 0JG	PL/2022/03046	No objection
6 Quarry House, Corston, SN16 0HJ	PL/2022/03713	No objection

Cllr Budgen proposed circulating a draft submission regarding an application for The Laurels, Main Road, Corston, ref PL/2022/03621 received after publication of the agenda. He also stated that the Hearing for the Planning Appeal regarding the third Gleeson application at Filands, ref PL/2021/08453, will open on 21 June 2022 at 10am.

Action: Cllr Budgen

19 FINANCIAL REPORT

The RFO presented the accounts for the year to date and explained cost centre 4150 shows an overspend due to the payment for the CGR flyers, which was coded against stationery. The bank statement dated 29th April 2022 showing balances of £14,904.28 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 Crudwell Village Hall has been booked for the rest of this Council year apart from July and December. Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Clogg first authoriser, Cllr Budgen second authoriser.

Action: Cllrs Clogg & Budgen

The RFO stated that Paul Hallam has carried out an internal audit of the financial records for the financial year 2021-22 and has confirmed via email that the accounts and documentation were all complete and were in good order. He found no outstanding issues and has completed and signed the required form.

May Payments Schedule			
Payment No.	Payee Details	Reason	Amount (£)
1	Wiltshire Association of Local Councils	Annual subscription 2022/3 WALC/NALC	£905.08
2	Stephens	Chain and padlocks Cowbridge footpath closure	£29.88
3	R J & S H Mellowes	Reimburse for Crudwell Village Hall Hire 10 months	£200.00
4	Idverde Limited	Twice weekly waste collection of 3 bins - May 2022	£99.09
5	Idverde Limited	Cowbridge permissive path vegetation clearance	£458.10
		Total	£1,692.15

20 TO RECEIVE REPORT #05.2 TO REVIEW THE COUNCIL'S RISK ASSESSMENT

Cllr Hopkins presented report #05.2 in accordance with good practice. Item 8, Contractual Disputes, has been added to the risk assessment. Cllr Budgen proposed the report be accepted, this was unanimously agreed. The Clerk to add the report to the website. **Action: Clerk**

21 TO RECEIVE A VERBAL UPDATE REGARDING THE COMMUNITY GOVERNANCE BOUNDARY REVIEW

Cllr Budgen reported that an extraordinary meeting was being held this evening by Lea & Cleverton Parish Council where they will be voting on whether to take on the northern parts of SPMW parish. Cllr Briggs is attending the meeting on the Council's behalf. The CGR Committee will meet on 31 May 2022 at 9.30am in County Hall Trowbridge; Cllrs Budgen and Briggs have agreed to attend. Cllr Clogg pointed out that Lea & Cleverton Parish Council was not mentioned in the initial consultation, so parishioners should be able to express their views on this proposal.

22 TO RECEIVE REPORT #05.3 ON THE CATG MEETING ON THE 26th APRIL

Cllr Budgen presented report #05.3 noting the change in name to Local Highways & Footpath Improvement Group (LHFIG). Some of the outstanding road safety issues along Filands have been closed but will be incorporated into highway improvements resulting from the planned residential developments. Highway improvements on the A429 at Corston will be an agenda item at the next meeting. Cllr Hopkins queried issue 7-21-11, a broken corner kerb and minor road repair in Milbourne, being incorporated into the Milbourne safety refuge project if damage was a result of lorries going to the pumping station; Cllr Budgen explained there was still some uncertainty as to whether this was a maintenance issue.

23 TO RECEIVE REPORT #05.4 FROM THE PROJECTS WORKING PARTY (PWP)

Cllr Jones presented report #05.4 with an update re item 2.1.2, SIDs and village gates, that a site meeting had been arranged for 8th June with the local Highways Engineer to obtain guidance on siting and other issues. Cllr Hopkins recommended that the efficiency of SIDs and village gates should form part of the report to Council.

Cllr Stephens said there are possible wilding verges sites at Cowbridge and will send details to Cllr Briggs.

Cllr Ingham will deliver letters to residents living adjacent to the Rodbourne Road playing field requesting views/ideas on improving facilities to be received by the end of June. An email from a parishioner has also been received today with suggestions for improvements to both playing fields; this will be circulated to all councillors. Cllr Hatherell will send a sketch to the PWP for the siting of the trees at the playing fields. Cllr Merriman reported that Aldi had approved the position of a defibrillator on their site.

Action: Cllrs Stephens, Ingham & Hatherell

24 TO REVIEW STANDING ORDERS INCLUDING POLICIES AND PROCEDURES

Councillors reviewed the Standing Orders and agreed that 3 (e) should be clarified to read 'Members of the public may make representations subject to the Chairman's discretion'.

Cllr Hopkins reported that SPMW Financial Regulations 1.14 states the council must 'approve all grants or a single commitment in excess of £500'. As the grant policy sets a limit of £250 per grant, he suggested the wording be changed to 'grants of any magnitude must be approved by the council.'

In agenda item 163 of the March 2022 minutes it was agreed the Council's Grant Policy required amendment to exclude donations from the policy and its requirements. It was agreed the Clerk should make adjustments to the policy with reference to Cllrs Hopkins and Clogg. **Action: Clerk**

25 UPDATE ON PRIORITY COUNCIL PROJECTS:

i. Cowbridge permissive path surfacing

Cllr Stephens confirmed work was completed, the contractors did a good job and he believes it will last a long time. The path is a full 3 metres wide and nicely cambered. The stone came from several quarries, so there is not an even appearance across the path as a result. It was agreed to monitor whether vegetation clearance will still be required. Cllr Hopkins stressed the need for all contract and licence paperwork to be safely filed. Cllrs Clogg and Stephens were thanked for all the work involved in delivering this project. Cllr Ingham requested that photos of the finished path be uploaded to the website.

Action: Clerk

ii. Extension of the Milbourne Pedestrian Safety Refuge

Cllr Budgen reported that a road closure had been scheduled for November and anticipates the final plans will be sent to the Council shortly.

26 TO RECEIVE VERBAL REPORTS FROM COMMITTEE REPRESENTATIVES

Cllr Hatherell reported the following:

Highways

This month the Parish Steward was involved in strimming the A350, but still managed to trim in Corston by the phone box and on Cowbridge hill. He has cleared the drains on Cowbridge hill and swept the kerb edge along to Willis Bros. The next visit is on 23rd June so please let Cllr Hatherell know of any jobs to be done. A MyWilts issue had been raised for a pothole in the righthand lane on the Aldi roundabout; this issue seems to have been closed on the MyWilts site although the repairs have not been done. Cllr Hatherell asked Cllr Smith to look into this. Cllr Merriman highlighted the issue of overhanging vegetation on the bend opposite the telephone box in Milbourne; Cllr Briggs will be asked to follow this up with the householder.

Action: Cllrs Smith & Briggs

Playing Fields

The monthly check of both playgrounds has taken place and all equipment was found to be in good order. The grass had grown to 14" high, but has had a good cut in readiness for the Jubilee celebrations, although raking and additional mowing may be required. A parishioner asked if there could be an increased grass cut at Corston as it is difficult to spot dog mess, harder for little ones to run around and for the older ones to play football. Cllr Hopkins also queried whether the Foxley Road/Common Road grass triangle had been cut. Cllr Hatherell will discuss these issues with Idverde.

Personnel Committee

Cllr Clogg reported that the clerk had drafted a simple safeguarding policy and this would be an agenda item for the next meeting. **Action: Clerk**

The meeting closed at 20:17.

The next meeting will be held at 19:00 on 22nd June 2022 at Crudwell Village Hall.

..... Chair Dated