

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 23rd September 2020 via Zoom video conference

Present: Cllrs Budgen, Hatherell, Hopkins, Merriman, Clogg, Jones, Briggs, Stephens and Thompson (Wiltshire Council)

Public: No members of the public were present.

57 APOLOGIES FOR ABSENCE

Cllrs Payne, Edgeley-Pyshorn, Cole

58 DECLARATIONS OF INTEREST

None.

59 PUBLIC QUESTION TIME

There were no members of the public present.

60 TO ADOPT THE MINUTES OF THE MEETING ON THE 26th AUGUST 2020

The minutes of the meeting on the 26th August 2020 were adopted as a true record and signed accordingly.

61 TO RECEIVE REPORT #09.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #09.1 which was noted. Following discussion, the Council decisions were as follows, detailed comments can be viewed on the Wiltshire Council planning website.

Site	Description	Decision
Dew Pond Barn, Milbourne, SN16 9JQ	Variation of Condition 2 of 18/04152/FUL	No Objection
Uplands, Foxley Road, Malmesbury, SN16 0JF	Flat roof extension to rear and new garden store	No Objection

Three additional planning applications were received subsequent to this agenda being finalised; Westbreeze, Milbourne, 20/07789/FUL Lawn Farm, Grange Lane 20/07563/FUL and Cowbridge Farm, 20/04993/FUL. It was agreed that because all three deadlines for comment were before the next meeting of the Council, Councillors would circulate any comments by email to permit Cllr Budgen to prepare a suitable submission. **Action: All Councillors**

Cllr Budgen reported that Wiltshire Enforcement had assessed the structure being constructed at land adjacent to Filands Farm - 17/05847 and had concluded that it was in breach of its planning consent. The applicant had been given a month to submit a revised application otherwise enforcement proceedings would be commenced.

62 FINANCIAL REPORT

The bank statement showing balances of £5,016.17 and £35,710.01 was noted and signed as correct by the Chair. Cllr Budgen also signed the List of Payments for Authorisation as per supporting evidence; Cllr Stephens, first authoriser, Cllr Budgen second authoriser.

Action: Cllrs Stephens and

Budgen

Payment No.	Payee Details	Reason	Amount (£)
1	Roger Budgen	September Zoom subscription	14.39
2	R G Baker	Cowbridge footpath annual licence	70.00
3	TJ and MJ Cowan	Clerk home-working expenses contribution	196.00
4	TJ and MJ Cowan	September salary	269.67
		Total	£550.06

63 TO CONSIDER A REVISED VERSION OF THE COUNCIL'S FINANCIAL REGULATIONS

The Finance sub-committee proposed the adoption of amended regulations based on a template from the National Association of Local Councils (NALC). Following discussion, with only one slight change, their adoption was proposed by Cllr Hopkins, seconded by Cllr Merriman and unanimously agreed. Section 2.2 of the revised regulations required new signatories to be identified for the verification of bank reconciliations. These were agreed to be Cllrs Jones and Hatherell. Cllr Hopkins will complete and issue the amended regulations.

Action: Cllr Hopkins

It was also noted that NALC have also produced revised model Standing Orders which the Council should review. Cllr Budgen will invite Cllr Edgeley-Pyshorn to undertake this task. The Clerk should, in the future, regularly scan for revisions recommended by NALC.

Action: Cllr Budgen

64 TO CONSIDER REPLACING DILAPIDATED BENCHES IN MILBOURNE

It was agreed that the existing benches were sufficiently robust to continue to meet local need and no replacement was currently required.

65 TO CONSIDER A REQUEST TO HOLD DOG TRAINING CLASSES ON THE CHIPPENHAM ROAD PLAYING FIELD

Following discussion, informed by RoSPA's highlighting of potential dangers posed to children by dog/dog faeces, the council resolved not to support this request, for Health and Safety reasons.

Action Cllr Hatherell

66 TO RECEIVE A VERBAL REPORT ON THE OUTSTANDING ACTIONS RELATING TO THE ACCESSIBILITY ANALYSIS OF THE COUNCIL'S WEBSITE

In his absence, Cllr Cole had submitted a written report. It appears that the level of accessibility of the Finance pages of the website mirrors that of the other pages analysed previously. Most issues arise from the adoption of an existing Google template by this Council to keep website costs down. The Council recommitted to making those changes within its gift and Cllr Cole was asked to complete the required Declaration on Accessibility, place it on the website, and make any feasible changes.

Action: Cllr Cole

67 TO RECEIVE A VERBAL REPORT FROM THE PERSONNEL COMMITTEE REGARDING THE RESIGNATION OF THE PARISH CLERK AND TO SEEK APPROVAL TO ADVERTISE THE POST

Cllr Clogg informed the Council that the Clerk had resigned for personal reasons, and requested agreement to advertise for a replacement Clerk. This was agreed. It was noted that an advertisement would be placed on the WALC website and the Council's website, and advertising amongst local groups/organisations in addition to this was encouraged.

Action: Cllrs Clogg and Briggs

68 TO RECEIVE VERBAL REPORTS FROM COMMITTEE REPRESENTATIVES

Cllr Hatherell reported the following:

Highways

Most of the tasks requested of the Parish Steward last month have been completed. He had also strimmed back the bank to Cowbridge Crescent. A resident had asked for the Cowbridge bridge lights to be cleaned and this is being investigated. Cllr Hopkins requested the clearance of fallen leaves on the Foxley Rd toward Truckle Bridge. In response to issues reported, Gigaclear are to address their grit deposits and kerb damage in Milbourne.

Playing Fields

Chippenham Road:

- Idverde is clearing the boundary vegetation. There is good resident feedback about their staff.
- The closure notices are still in place but the red tape has had to be replaced again.

Footpaths

Cllr Clogg reported that the surfacing of Footpath 17 from the weir bridge at Cowbridge to the start of the permissive path had now been completed. Cllr Budgen will arrange payment by Wiltshire Council from this Council's S106 footpath funds.

Action: Cllr

Budgen

Primary Care Consultation group

There was a discussion as to whether the Council should identify a replacement representative following the resignation of Cllr Lee. Cllr Briggs will investigate with the PCC and report back at the next meeting.

Action: Cllr Briggs

The meeting closed at 20.00

The date of the next virtual meeting is Wednesday 28th October 2020 at 19.00.

..... Chair

..... Dated