

# ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

## Minutes of the Council Meeting held on 24<sup>th</sup> April 2019 at the Reading Room, Corston

**Present:** Cllrs Budgen, Hatherell, Stephens, Payne, Merriman, Hopkins, Clogg, Briggs, Cole, and Edgley-Pyshorn

**Public:** Four members of the public were present

138. APOLOGIES

Apologies were received from Cllrs Lee and Thomson (WC),

139. DECLARATIONS OF INTEREST

There were no declarations of interest.

140. PUBLIC QUESTION TIME

Members of the public raised continuing concerns about the lack of any WC Enforcement action in respect of the newly installed private road off the Mill Lane bridleway leading to the rear of Frith House. A question was also raised about the proposal to place bollards along the bridleway to prevent it being used as a 'cut through' by non-local traffic. Cllr Budgen responded that he was disappointed by the lack of any response from WC Enforcement despite several 'request news' emails and would now ask Cllr Thompson to arrange a meeting with WC Enforcement to identify what next steps were required. Cllr Budgen explained that in respect of the proposed bollards along the bridleway, he was waiting for a response from a Senior Fire Officer to confirm that emergency services could still access the four dwellings along the bridleway with the bollards appropriately placed. A progress report will be provided at the May Council meeting. **Action: Cllr Budgen**

141. TO RECEIVE AND ADOPT THE MINUTES OF 27<sup>th</sup> MARCH 2019

The minutes of the 27<sup>th</sup> March 2019 were adopted and signed as a true record.

142. TO RECEIVE PLANNING UPDATES AND REVIEW NEW APPLICATIONS

The Council considered the following planning applications. Full comments submitted by the Council can be viewed on line at Wiltshire Council under the relevant application.

Site Address	Description	Main points of submission
10 The Knoll, Swindon Road, SN16 9LJ	Erection of a conservatory to the rear of the property	No objection
Trinity Farm, Rodbourne, SN16 0EX	Fell 1 small Ash tree	Objection – insufficient justification for felling
28 Milbourne Park Milbourne SN16 9JE	Alterations and extensions including a rear extension, balcony and loft conversion	Objection – out of character with the rest of the development
Hullavington Airfield Hullavington SN16 6GU	Construction of a new hangar adjacent to hangars 85 & 86 and associated works, extension to existing runway and provision of new runway lighting, and erection of new airfield fencing	No objection – some observations to protect neighbour amenity raised. CAA consultation process being investigated

143. FINANCIAL REPORT

The Clerk reported that the 2018/19 Parish Budget was operating to plan. The Current Account balance is £3867.42, and the Savings Account balance is £15,674.96. The

Transparency Code statement for the six-month period prior to the 31<sup>st</sup> March 2019 was presented and noted by the Council. It will be posted on the website.

The following cheques were authorised

<u>Cheque No</u>	<u>Payee Details</u>	<u>Amount (£)</u>
101386	HMRC	123.80
101387	WALC	896.40
101388	Corston & Rodbourne Reading Room	66.00
101389	Cllr Roger Stevens	16.10

The CIL statement contained in Report #04.1 was noted. It was agreed to place the document on the website and to forward it to the WC CIL Office as per the current procedure.

144. THE ANNUAL ACCOUNTS FOR FINANCIAL YEAR 2018/19

Cllr Hopkins presented the Accounts to the Council, which were duly noted.

145. RISK ASSESSMENT STATEMENT

Cllr Hopkins presented Report #04.3 and following a brief explanation and discussion, the Council resolved to adopt the report, subject to some agreed minor amendments, as its current Risk Assessment.

146. ASSET REGISTER FOR 2019 AND ALLOCATIONS TO EARMARKED RESERVES

Cllr Hopkins presented Report #04.4 and following a brief explanation and discussion, the Council resolved to adopt the report, subject to some agreed minor amendments, as its current Asset Register. The allocation of Earmarked Reserves was discussed and it was resolved to accept that where there is no Earmarked Reserve and/or the annual Earmarked Reserve over the life of the asset, is insufficient to give a sum equal to the replacement cost, the Council would intend that the cost is met from the Revenue Budget or other sources of income such as CIL. The Council offered its thanks to Cllrs Hopkins and Briggs for their work on this and the previous item.

147. IMPLEMENTATION OF ELECTRONIC BANKING FOR THE COUNCIL'S BUSINESS

Cllr Briggs reported that with the imminent closure of the Barclays Bank branch in Malmesbury High Street, the Council should consider a move to electronic banking as most of its business was conducted by organisations using this method. Following a brief discussion it was resolved to investigate the requirements and processes for such a change.

**Action: Cllr Edgley-Pyshorn**

148. JBC WORKING PARTY REPRESENTATIVES' REPORT

The Withdrawal Agreement for this Council to leave the Joint Burial Committee has been agreed with Malmesbury Town Council and will be signed subject to the confirmation of a minor point by the Government's Stamp Office; this confirmation is expected shortly. It was resolved that the document could be signed off either by the Chair of the Parish Council or the representatives of the JBC Working Party depending upon the corresponding position and status of the signatories for MTC.

149. PERSONNEL COMMITTEE REPORT

Cllr Briggs reported that the selection process for the Council's Clerk vacancy was on going.

**Action: Cllrs Clogg & Briggs**

150. COUNCIL MEETING DATES FOR COUNCIL YEAR 2019/20

The Council resolved to accept the dates detailed in Report #04.5.

151. COMMITTEE REPORTS

- Cllr Hatherell reported
- Highways - Parish Steward Priority List for April
    - Clean & sweep out the three glass bus shelters, task awaiting availability of a pressure washer.
    - Corston pavements to be swept by a mechanical sweeper, an urgent action following a complaint from a member of the public about the condition of the pavement outside Manor Farm.
    - Weed killing will commence along the pavements in the parish.
    - Corston to Burton Hill pavement to be cut back & sided out.
    - The damaged signpost at the junction of Grange Lane/A429 has been repaired and replaced – task completed.
  
  - Playing Fields
    - Chippenham Road and Rodbourne Rd playing fields have had the monthly inspection on 21<sup>st</sup> April, and a defect/action sheet completed.
    - The replacement railings around the toddlers' play area have been installed to a high standard and now met the ROSPA recommendation for two entry/exits.
    - The new playground signs are ready and will be installed on the 10<sup>th</sup> May.
  
  - Footpaths
    - Cllr Clogg reported that WC has confirmed that planning permission will be required for the proposed 41m surface improvement of the short stretch of path from the weir to the start of the embankment. A planning application will be submitted in addition to new quotations for the revised surface material. She also reported that initial discussions have taken place on possible joint work with MTC on footpaths that affect both parishes.

The meeting closed at 21:00

The date of the next meeting is 29<sup>th</sup> May 2019.

..... Chair

..... Dated