

# ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

## Minutes of the Council Meeting held on 25<sup>th</sup> August 2021 at Crudwell Village Hall

**Present:** Cllrs Budgen, Hatherell, Briggs, Clogg, Hopkins, Ingham, Jones, Maslin, Merriman, Payne, Stephens and Smith (WC)

**Public:** None present.

60 APOLOGIES FOR ABSENCE

None.

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

None.

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

None.

63 TO ADOPT THE MINUTES OF THE MEETING ON THE 28<sup>th</sup> JULY 2021

The minutes of the meeting on the 28<sup>th</sup> July 2021 were adopted as a true record and signed accordingly.

64 TO RECEIVE REPORT #08.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #08.1. 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
17 Haddons Close, Malmesbury, SN16 0JG	PL/2021/07758	No objection
Land opposite Cowbridge Crescent, on the south side of the B4042 Swindon Road, Malmesbury	PL/2021/07822	Objection
2 Manor Cottage, Swindon Road, Malmesbury, SN16 9LU	PL/2021/08245	No objection

Two additional planning applications were received subsequent to this agenda being finalised: 26 Milbourne Park, Milbourne PL/2021/07822 and Church Farm House (junction with Grange Lane west to Trinity Farm) Rodbourne PL/2021/08245. As the date for submissions is before the September meeting it was agreed Councillors would circulate any comments by email to permit Cllr Budgen to prepare a suitable submission.

Cllr Budgen reported that applications 20/05470/106 and 21/01641/OUT from Bloor Homes for development at Filands are now the subject of an Appeal by an Inspector's Inquiry. Application 21/01363/OUT, that includes an element of education facility provision, has not been raised to Appeal at this point.

Cllr Budgen reported that the Chair of the Joint Neighbourhood Plan Committee has notified Wiltshire Council that the amended plan will be going for informal consultation in the near future.

65 FINANCIAL REPORT

Cllr Briggs presented the accounts for the year to date. The bank statement dated 30<sup>th</sup> July showing balances of £14,940.73 and £60,728.21 was noted and the reconciliations and the original bank

statements as evidence of verification were signed as correct by the Vice Chair. Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Clogg first authoriser, Cllr Stephens second authoriser. It was agreed to review the frequency of the waste collections at the next meeting.

Payment No.	Payee Details	Reason	Amount (£)
1	TEEC Limited	Website hosting & domain transfer fees	151.19
2	TEEC Limited	Migration of data to new website	735.00
3	D F & K J Briggs	Reimburse: hire of Crudwell Village Hall Jul & Dec	40.00
4	Idverde Limited	Twice weekly waste collection of 2 bins	80.89
5	Idverde Limited	Grass cutting contract Apr-Jul 2021	807.75
6	R J & S H Mellowes	Reimburse: hire of Crudwell Village Hall Aug-Nov	80.00
7	Wiltshire Association of Local Councils	Training - Planning Briefing (x2: SM, DC)	60.00
		<b>Total</b>	<b>£1,954.83</b>

**Action: Cllrs Clogg & Stephens**

66 TO CONSIDER A VERBAL REPORT REGARDING THE NEW WEBSITE

Cllr Briggs thanked the working party for their support and to all those who sent in photographs. Cllr Briggs presented the new website and detailed the outstanding items. It was agreed Cllrs Hopkins and Briggs would work on the finance section separately to ensure compliance. Councillors requested the Council logo from the middle of the scrolling photos be removed and that the sensitivity of the drop-down menus be adjusted. Cllr Smith recommended that the website should be tried on as many devices as possible. It was agreed that Cllrs Briggs, Budgen, Hatherell, Hopkins and the Clerk should attend a virtual online training session and be given access to the website to make changes, although it was expected that most inputs would be undertaken by the Clerk. Councillors were asked to advise Cllr Briggs or the Clerk of any other concerns with the website as soon as possible and to provide them with any extra photographs of the parish through the seasons.

67 UPDATE ON PRIORITY COUNCIL PROJECTS

i. Cowbridge permissive path surfacing

Cllr Clogg is due to meet a contractor on-site to allow an estimate of the cost for the provision of the stone dust option to be provided. She has also contacted a company regarding an in situ soil stabilisation option and will arrange a site visit. Their minimum specification for the provision of a such a surface would be 3m. Cllr Hopkins said it was imperative that the Council know the likely life of the proposed surfaces. Cllr Clogg said the existing stone dust sections on the permissive path have been in place 5 years and show little or no signs of wear. Stephen Leonard advised that fewer problems would be experienced with any surface chosen provided the correct camber was applied during construction. A third potential contractor did not wish to take on more work.

ii. Additional Foxley Road lighting (Report #08.2)

Cllr Hopkins presented Report #08.2 detailing proposed street lighting from near Truckle Bridge to the junction of Foxley Road and Common Road. He summarised the findings of a report commissioned from Atkins, the lighting consultants to Wiltshire Council. Provisional authorisation has been sought for the road closure from 1<sup>st</sup> November and the work should be completed by mid-November. The Council will be invoiced by Wiltshire Council and hence will simply be acting as paymaster.

Cllr Hopkins proposed the Council adopt the mains power option at a maximum cost of £34,000, or possibly solar power for unit 11 if it is confirmed that it will meet the lighting needs. This was

seconded by Cllr Budgen and unanimously agreed. Cllr Hopkins also proposed that the requirements in the Council's Financial Regulations relating to contracts (section 11) do not apply; this was seconded by Cllr Clogg and unanimously agreed.

iii Extension of the Milbourne Pedestrian Safety Refuge

Cllr Budgen reported that advice from a senior officer in Wiltshire Highways has confirmed that it is not the case that all minor highway improvement projects have to go through CATG. An officer has been earmarked to help the Council with this project and a site visit is planned for October. The Council will be invoiced by Wiltshire Council and hence will simply be acting as paymaster. It is hoped the work will take place in the spring. Councillors confirmed they were happy for the project to proceed on this basis.

68 TO RECEIVE VERBAL REPORTS FROM COMMITTEE REPRESENTATIVES

Cllr Hatherell reported the following:

**Highways**

This month the Parish Steward has completed the weed kill in Milbourne and Monks Park. He has also removed the soil and leaves from the Burton Hill Bus Stop. Cllr Hatherell reported the brambles from Truckle Bridge to the junction of Common Road as a safety hazard and these have now been tidied up. The weed kill has also been done along this stretch of road. He has inspected the clearance of drains in Milbourne and the one near the notice board needs to be followed up.

Cllr Stephens reported that the Cowbridge bridge light glasses need cleaning. Cllr Hatherell confirmed he has already reported this as a MyWilts issue. Councillors voiced concerns about the MyWilts reporting software to Cllr Smith, who requested reference numbers of the health and safety issues that were reported 6 months ago to enable him to follow them up. Cllr Merriman raised the issue of the overhanging hedge on the corner of Milbourne.

**Playing Fields**

The monthly check of both playgrounds has taken place and all equipment was found to be in good order. The Covid 19 notices advising that the playing fields are now open and to follow the necessary Covid safety precautions are still in place.

**Footpaths**

Cllr Hopkins is undertaking a personal survey of local footpaths and asked Councillors to inform him of any issues.

**Patients' Participation Group**

Cllr Ingham attended the AGM in August and raised car parking issues, as requested. She met the new Practice Manager, Charlotte Gorman, and learnt of other recent appointments. The Primary Care Centre is carrying out a patient survey on how they can improve things. Flu/Covid jabs for the over 50s will start from 6<sup>th</sup> September.

The meeting closed at 20:17

The next Parish Council Meeting will be held at Crudwell Village Hall on Wednesday 22<sup>nd</sup> September 2021 at 19:00.

..... Chair ..... Dated