

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 27th April 2022 at Crudwell Village Hall

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

Public: Three present.

168 APOLOGIES FOR ABSENCE

Cllrs Briggs and Maslin.

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

Cllr Merriman declared a non-pecuniary interest regarding planning application PL/2022/02387.

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

Cllr Ingham asked if those with mobility issues or dropping off equipment for the planned Jubilee party could park at the front of the Chippenham Road playing field. Cllr Budgen explained that the Council's lease was only for activities associated with a playing field. Advice would need to be sought from Wiltshire Council, especially as access is directly on to the A429.

171 TO ADOPT THE MINUTES OF THE MEETING ON THE 23rd MARCH 2022

The minutes of the meeting on the 23rd March 2022 were adopted as a true record and signed accordingly.

172 TO RECEIVE REPORT #04.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #4.1 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
Home Farm, Burton Hill, SN16 0EW	PL/2022/02070	Objection
9 Milbourne Park, Milbourne, SN16 9JE	PL/2022/02387	No objection
Southfield Farm, Crab Mill Lane, Lea, SN16 9NF	PL/2022/02178	Holding objection
Honey Cottage, Milbourne Lane, Milbourne, SN16 9JQ	PL/2022/02483	No objection

173 FINANCIAL REPORT

The RFO presented the accounts for the year to date. Receipts and payments are within budget and overall there is a surplus for the year to date. The bank statement dated 31st March 2022 showing balances of £3,793.90 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 2 payments made earlier in the month, and Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Clogg first authoriser, Cllr Stephens second authoriser. The 2021-22 Quarter 4 Transparency Code was presented; Clerk to upload to the website. **Action: Cllrs Clogg, Stephens & Clerk**

Payment No.	Payee Details	Reason	Amount (£)
1	Idverde Limited	Waste collection March 2022 – correction of VAT	£16.51
2	Busy Fingers (Copying)	CGR flyers - 2000 A4, single sided, colour	186.24
3	Malmesbury Town Council	Donation to Malmesbury in Bloom 2022	£100.00
4	Idverde Limited	Twice weekly waste collection of 3 bins - April 2022	£99.09
5	BHIB Ltd	Local Councils Insurance Renewal	£698.44
		Total	£1,100.28

- 174 TO CONSIDER THE COUNCIL'S SUBMISSION INTO THE COMMUNITY GOVERNANCE BOUNDARY REVIEW CONSULTATION
- Cllr Budgen reported that the working party had circulated suggested revisions and map to Councillors and a constructive meeting with the CGR Committee Chair and officer had taken place. The working party will work up the revisions and circulate to Councillors for approval prior to submission by 5th May. **Action: All**
- 175 TO RECEIVE REPORT #04.2 IN RESPECT OF THE COUNCIL'S INSURANCE POLICY
- The RFO presented report #04.2 regarding renewal of the insurance policy from 1st June. The cover remains the same, but it is important that point 3.4 is adhered to i.e. the Council is required to declare that 'no Councillor or Clerk has been subject to a County Court Judgement or had insurance refused or cancelled, or has been declared bankrupt, or has been convicted of a criminal offence or prosecuted under Health and Safety or Environmental Protection legislation'. The RFO recommended the proposal be accepted and the premium be paid accordingly; all agreed.
- 176 TO RECEIVE REPORT #04.3 IN RESPECT OF THE CIL RECEIPTS AND USAGE FOR 2021/22
- Cllr Hopkins presented report #04.3 showing that £34,164.30 has been spent in 2021/22. Receipts and outgoings are shown on a year-by-year basis. The report will be sent to Wiltshire Council and posted on the website as per the WC guidelines. Cllr Hopkins will send the report to Wiltshire Council and the Clerk will upload to the website. **Action: Cllr Hopkins and Clerk**
- 177 TO RECEIVE REPORT #04.4 TO REVIEW THE ASSET REGISTER AS AT 31.3.2022
- Cllr Hopkins presented report #04.4 listing the Council's assets, including the waste bins purchased in 21/22. The Clerk will upload to the website. **Action: Clerk**
- 178 TO RECEIVE REPORT #04.5 ON PROGRESS TO DATE FROM THE PROJECTS WORKING PARTY (PWP)
- Cllr Jones presented report #04.5 and Priority 1 issues were discussed. Councillors were asked to notify Cllr Ingham of suitable locations for wild verges which have to be in locations with a 40 mph speed limit or lower. Cllr Hatherell will follow up SID post installation requirements with Wiltshire Highways. It was agreed to distribute a questionnaire to Rodbourne Road residents and seek their views on new playground equipment. **Action: Cllrs Hatherell, Ingham and Clerk**
- 179 TO RECEIVE REPORT #04.6 TO AGREE MEETING DATES FOR COUNCIL YEAR 2022/23
- The Clerk presented Report #04.6 with proposed dates for the 22/23 monthly meetings to be held at Crudwell Village Hall; these were agreed. **Action: Clerk**
- 180 TO CONSIDER THE OFFER OF £1500 FROM MALMESBURY LEAGUE OF FRIENDS TOWARDS THE PURCHASE OF A DEFIBRILLATOR IN MILBOURNE IN PHIL RICE'S MEMORY
- It was agreed Milbourne Councillors would investigate this further by establishing if power can be reconnected to the phone box and, if not, whether the bus shelter could be an alternative location. Also to ask for volunteers to act as overseer of the defibrillator. **Action: Milbourne Councillors**
- 181 TO RECEIVE A VERBAL UPDATE ON INVESTING SURPLUS FUNDS
- Cllr Hopkins stated that the Finance Committee had identified the United Trust Bank to invest surplus funds as it has FSCS protection and a notice period no longer than 45 days. The Clerk to provide a certified extract from the agreed March minutes to enable the application to proceed. **Action: Clerk**
- 182 TO CONSIDER THE MHIR FOR ADDITIONAL ROAD SAFETY IMPROVEMENTS AT THE NORTHERN PART OF CORSTON
- Cllr Budgen proposed a Highways Improvement Request, submitted by a Corston resident, for road safety improvements for traffic approaching Corston from Malmesbury be supported due to the number of incidents with vehicles leaving the road on the sharp bend. All agreed this should be done with urgency. It was also agreed the Clerk should investigate whether there is a form for a traffic survey to be undertaken for the

approach to Corston. Cllr Budgen stated the Council is able to purchase and arrange for white gates to be fitted at the start of the village and will circulate illustrations and costings.

Action: Cllr Budgen and Clerk

183 UPDATE ON PRIORITY COUNCIL PROJECTS:

i. Cowbridge permissive path surfacing

Cllr Clogg confirmed the surfacing will commence on 16.5.22, with 2 weeks allowed for completion. She has notified the two landowners and Wessex Water. Warning signs with the reason for the closure of the permissive path will be displayed two weeks before the start date. All 3 gates will be locked, although landowners can still access their land. The Clerk to publicise the closure on the website.

Action: Clerk

ii. Extension of the Milbourne Pedestrian Safety Refuge

Cllr Budgen will request a progress report from the Highways Officer dealing with the project.

184 TO RECEIVE VERBAL REPORTS FROM COMMITTEE REPRESENTATIVES

Cllr Hatherell reported the following:

Highways

This month the Parish Steward has filled a pothole in Corston and sorted out the footpath by the wooded bit of Burton Hill. On the next visit he is due to clean up a bird mess problem in Barton Close, fill a pothole in the adopted part of Arches Lane and clear the strip from the telephone box to the bus shelter in Corston. The gully cleaner did one side of the road in Corston but not the other, so he will follow this up. Please let Cllr Hatherell know of any jobs to be done; he is awaiting the Parish Steward's schedule for May.

Playing Fields

The monthly check of both playgrounds has taken place and all equipment was found to be in good order. Wessex Water are fitting a flow meter on the sewage system in Corston. Idverde contractors have completed the first grass cut and he has notified them of the Jubilee party at Corston. The landowner at the top of the Corston playing field is due to start the new boundary wall/fence shortly. It was agreed the Covid notices can be removed from the playgrounds.

Personnel Committee

Cllr Clogg reported that because of the requirements for a Jubilee Grant application she had looked at a template for a Safeguarding Policy. Although much of the information contained in the template does not apply to this Council, it was suggested it could be adapted to cover playground inspections. The Clerk was asked to continue with the grant application but if unsuccessful the £75 will be paid from Council funds.

Patients' Participation Group

Cllr Ingham reported that the scheduled PPG meeting had been cancelled and the next one is on 6th June.

The meeting closed at 20:39.

The next Parish Council Meeting will be held at Crudwell Village Hall on Wednesday 25th May at 19:00.

..... Chair Dated