

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 28th August 2019 at the Reading Room, Corston

Present: Cllrs Budgen, Hatherell, Payne, Hopkins, Merriman, Clogg, Briggs, Edgley-Pyshorn, Cole, Stephens and Stephen Kinnard (Clerk), Cllr Thomson (Wiltshire Council)

Public: Four members of the public were present

45 APOLOGIES FOR ABSENCE

Cllr Lee.

46 DECLARATIONS OF INTEREST

There were no declarations of interest.

47 PUBLIC QUESTION TIME

All four members of the public were concerned with the Burton Hill Reserved Matters application by GreenSquare, suggesting that it bears no resemblance to the outline proposal, which was supported by the Council.

Typical comments:

- Outline described units for "older persons' independent living with 1 & 2 bedroom single storey dwellings. Provision for communal lounge, wardens' office and flat. The latest REM application makes no reference to any of these features.
- No reference to objectives of the Neighbourhood Plan.
- Design of properties is not suitable for over 55's with any disability or mobility issues.
- No restrictions of resale of properties (originally resale to over 55's).

48 TO RECEIVE AND ADOPT THE MINUTES OF 24th JULY 2019

The minutes of the 24th July 2019 were adopted after a correction to Item 35 Financial Report; Current account bank balance as at 30/06/2019 of £3,867.42 restated as £6,717.07 and signed as a true record.

49 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 reference.

Site Address	Description	Main points of submission
Newlands, Mill Lane, Corston, SN16 0HH	19/04271/FUL - Retrospective permission for erection of a single storey rear extension and detached garage	No objection
Foxholme, 5 Common Road, SN16 0HN	19/07274/FUL - Alteration to existing rear extension, removal of conservatory, lengthening of the extension and adding a pitched roof; addition of pitched roof to garage and other alterations	No objection
Land at Burton Hill	19/07095/REM - Reserved matters application for 27 dwellings for over 55s on site 1 only; application for layout, scale, landscaping and appearance	Objection

Cllr Budgen provided the following planning updates:

Hangar 88, Hullavington – An Appeal has been lodged against a Refusal by WC in respect of the above site, and will be decided on the basis of the written representations procedure.

Frith House/Foxley Road animal sanctuary

No further information since the last meeting.

Cowbridge Sluice

The owner of Cowbridge Farm has advised residents that the contractors tasked with repairing the Cowbridge Sluice are planning to start the 10-week work programme from week commencing 23rd September. Pedestrians will still be able to walk from Sir Bernard Lovell Road, within the Cowbridge Estate, along the foot bridge leading to the Cowbridge footpath at all times. Vehicular access to the four properties to the north of the Cowbridge Estate will not be possible during certain times.

Lea & Garsdon C of E Primary School

The Northern Area Planning Committee will consider the application [18/08362/DP3] for the expansion of the village C of E Primary School at their meeting on the 4th September.

50 FINANCIAL REPORT

The accounts for the year to date and the bank reconciliations as at 31/07/2019 were received. The Current Account balance is £10,789.02 and the Savings Account balance is £15,674.96.

The Chair confirmed this balance and signed the current account bank statement.

The current account balance included outstanding payments from Wiltshire Council of s106 - £796 for new signage at the Corston play grounds and a final CIL payment - £3,534.30 from the development on land adjacent to Headmaster's House, Arches Lane

The only major expenditure during August was an office printer for the Clerk's use.

The Chair signed a List of Payments for Authorisation with supporting papers.

Payment No.	Payee Details	Reason	Amount (£)
1	Cllr Edgley-Pyshorn	Repayment of amount incorrectly transferred to the Parish current account	5.99
2	Cllr Briggs	Office printer – Council asset	192.00
3	Cllr Briggs	Stationary and postage stamps	8.72
4	Parish Clerk	Stationary and postage stamps	11.35
		Total	218.06

51 PROCEDURE FOR ELECTRONIC BANKING FOR THE COUNCIL'S BUSINESS

Following the successful test of the equipment last month and a requirement for dual authority for all transactions (regardless of transaction value), a proposed procedure for electronic banking was presented by Cllr Budgen, Report #08.2. Authorised payers were confirmed as: Cllrs Clogg, Edgley-Pyshorn, Stephens and Budgen.

Alongside the procedure is an 'Authorisation of Payment schedule' listing payments for authorisation with supporting papers (invoices, receipts etc), prepared by the Clerk prior to the council meeting.

The payment schedule will be presented to the Council for approval and to the Chair for authorisation at each Council meeting.

It was resolved to adopt the proposal and August payments will be processed using the proposed procedure. Council Standing Orders will require to be amended.

Action Cllr Edgley-Pyshorn and Clerk

52 FORMATION OF A FINANCE SUB-COMMITTEE

Cllr Budgen presented Report #08.3, which proposed the formation and composition of a Finance sub-Committee to support the Clerk undertaking the RFO role. It was resolved to adopt the formation of a Finance sub-Committee. Terms of Reference will be prepared and presented to the Council for endorsement. Cllrs Hopkins and Briggs agreed to be members of this sub-Committee.

Action: Cllrs Hopkins, Briggs

and Clerk

53 VERBAL REPORT FROM THE JOINT BURIAL COMMITTEE (JBC) WORKING PARTY REPRESENTATIVES

Cllr Hopkins reported that Malmesbury Town Council had received an acknowledgement from HMRC dated 21/08/2019 in response to a formal complaint regarding the lack of response to an outstanding clarification in relation to payable stamp duty.

54 WILTSHIRE LOCAL PLAN REVIEW CONSULTATIVE EVENT

Cllr Budgen outlined Wiltshire Council's invitation for two representatives from St Paul Without to attend a workshop to further understand the process for the updating of the WC Local Plan; this is scheduled for 18 September 2019. Cllr Edgley-Pyshorn as the Council's nominated representative cannot attend due to a prior commitment. Cllr Clogg tentatively agreed to attend, subject to her diary commitments. The Chair recommended that the second representative should be the Clerk, which was agreed.

55 COUNCIL'S INSURANCE POLICY

Following up on last month's Report #7.2 presented by Cllr Hopkins, the Clerk has confirmed to Cllr Clogg that there are no personal non-compliance issues with the content of the Item 3.4 Report #07.2. However clarification is being sought from current BHIB Insurance Broker and Aviva, concerning compliance with the Declaration statement in the Statement of Fact.

Action: Cllr Budgen and Clerk

56 COMMITTEE REPORTS

Highways

Cllr Hatherell reported the following Parish Steward priorities for August/September:

- Malmesbury - St John's Bridge to the Water Meadows vegetation to be cut back and made tidy
- Malmesbury walk-through between Arches Lane and Barley Close grass triangle to be cut back and made tidy

Cllr Hatherell has contacted the Highway Engineer requesting that the pavements through Corston be swept due to a lot of loose surface gravel after the recent patching along the A429. Also to discuss how to get the siding cut along the pavement from Burton Hill to Grange Lane as this has been on the Priority sheet for some months.

Action: Cllr Hatherell

Playing fields

Cllr Hatherell reported that he had inspected the playground equipment at both Corston and Rodbourne sites. The only issue identified was at Corston relating to a slight wobble in the upright post-requiring tightened up. A ROSPA inspection of both playgrounds has been booked and scheduled to be undertaken during September.2019.

Parish Emergency Assistance Scheme (PEAS) 2019-20

Cllr Hatherell reported that all 20 of the Parishes salt/grit bins have been checked, with the bin location, condition, and contents data recorded on PEAS report.

Cllr Hatherell reported that the Parish Salt Store has been checked and there is sufficient stock of salt for this winter to top up the salt/grit bins.

Defibrillator

Cllr Hatherell reported that the Ambulance Service has successfully used the Corston Defibrillator recently to assist a heart attack victim.

Cllr Hatherell reported that details of the Rodbourne Defibrillator on-going maintenance arrangements are in the Parish Council's 24th July Minutes which can be found on the St Paul Without website. The PCC has been advised of this.

Corston War Memorial

Cllr Hatherell reported that a one of the replaced stones with an inscription is cracked. This has been followed up with the contractor who completed the refurbishment work for their comments.

Action: Cllr Hatherell

Footpaths

Cllr Clogg advised that the requirement for full planning permission for surfacing a short stretch of MALW 17 (up-grading a 41m section of footpath by the Cowbridge Weir) was proving complex and potentially costly because of the reported need for a full Flood Assessment. Cllr Budgen agreed to make further enquiries with Wiltshire Council to confirm this position.

Action: Cllr Budgen

The meeting closed at 20:35

The date of the next meeting is 25th September 2019.

..... Chair

..... Dated