

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 24th November 2021 at Crudwell Village Hall

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

Public: Two present.

99 APOLOGIES FOR ABSENCE

None.

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

Three Councillors declared non-pecuniary interests regarding planning applications, so abstained from voting. Cllr Hopkins - PL/2021/10092, Cllr Ingham - PL/2021/10139, Cllr Budgen - PL/2021/10507.

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

Cllr Hatherell asked Cllr Smith if there was any update on item 83 from the September minutes i.e. the MyWilts issues regarding the cleaning of the Cowbridge bridge light glasses and the over-height sign at Kingway Bridge. There was no update and Cllr Hatherell requested that Cllr Smith convey his displeasure with the MyWilts system.

102 TO ADOPT THE MINUTES OF THE MEETING ON THE 27th OCTOBER 2021

The minutes of the meeting on the 27th October 2021 were adopted as a true record and signed accordingly.

103 TO RECEIVE REPORT #11.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #11.1, noting that two late planning applications received after publication of the agenda would be discussed at the December meeting. There is an appeal against determination by Bloor Homes ongoing at Malmesbury Town Hall. There are two enforcement issues outstanding for the parish. 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
Holy Rood Church, junction with Grange Lane West to Trinity Farm, Rodbourne, SN16 0FJ	PL/2021/10048	No objection
Land at Burton Hill, Malmesbury	PL/2021/09928	No objection
1 The Hawthorns, Common Road, SN16 0HS	PL/2021/10092	Objection
Bridleway House, Mill Lane, Corston, SN16 0HH	PL/2021/10139	Objection
Godwins Farm House, Rodbourne, SN16 0EY	PL/2021/10375	No objection
North Barn, Arches Lane, Burton Hill, SN16 0EJ	PL/2021/10248	Comment - insufficient information provided to enable a response.
8, Filands, Malmesbury, SN16 9JN	PL/2021/10314	Objection
Hullavington Airbase SN14 6BT	PL/2021/10394	No objection
23 Monks Park, Milbourne, SN16 9JF	PL/2021/10402	No objection

Eilmar House, Arches Lane, Burton Hill, SN16 0EJ	PL/2021/10507	No objection
Church Farm House, Rodbourne, SN16 0EX	PL/2021/10633	No objection with comment

104 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 29th October 2021 showing balances of £36,088.87 and £60,728.21 was noted and matches the reconciliation. The Current Account balance includes receipt of CIL monies for Land at Burton Hill (1 of 3). The original bank statements as evidence of verification were signed as correct by the Vice Chair. The RFO presented the payments schedule, explaining the 2 new larger waste bins would be purchased with CIL money and thanked Cllr Stephens for his help affixing them. Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Stephens first authoriser, Cllr Clogg second authoriser. Cllr Budgen noted that bank statements were still being sent to the wrong individual and address and no response had been received to a letter of complaint to the bank.

Payment No.	Payee Details	Reason	Amount (£)
1	Idverde Limited	Twice weekly waste collection of 2 bins - June 2021	80.89
2	Idverde Limited	Twice weekly waste collection of 2 bins - August 21	80.89
3	Glasdon UK Limited	2 x 50L waste bins in green with dual stickers	346.27
4	Idverde Limited	Grass cutting at Corston, Rodbourne & Foxley	807.75
5	Idverde Limited	Twice weekly waste collection of 2 bins - November 21	80.89
		Total	£1396.69

Action: Cllrs Clogg & Stephens

105 TO RECEIVE REPORT #11.2 AND APPROVE COUNCIL'S 2022/23 BUDGET

Cllr Hopkins presented Report #11.2 and explained the three changes to the previous draft budget, namely CIL funds would be used to purchase waste bins, expenditure on the Neighbourhood Plan and a reduction in the annual RoSPA inspection estimate. Cllr Budgen proposed the budget be approved, Cllr Hatherell seconded and the proposal was agreed unanimously.

106 TO AGREE THE LOCAL PRECEPT FOR 2022/23

It was agreed to keep the precept the same as 2021-22 at £17,825, which equated to a zero increase. This was proposed by Cllr Budgen, seconded by Cllr Hatherell, and agreed unanimously. The RFO will send a formal return to Wiltshire Council confirming this.

Action: RFO

107 TO RECEIVE REPORT #11.3 REGARDING A STAFF AND COUNCILLOR TRAINING & DEVELOPMENT POLICY

Cllr Clogg presented Report #11.3 regarding the adoption of a policy to improve and formalise the induction process for staff and councillors. Cllr Budgen proposed Option 3.3 be adopted, this was unanimously agreed.

- 108 TO RECEIVE REPORT #11.4 ON THE CATG MEETING HELD ON THE 16th NOVEMBER
- Cllr Budgen presented Report #11.4 detailing the current status of the Council's outstanding community issues. He has managed to obtain metro count data undertaken at Burton Hill some 4 years ago and will collate and circulate this information to Councillors. This could prove to be useful supplementary information regarding speeding issues along the A429.
- 109 TO CONSIDER THE INSTALLATION OF AN AED DEFIBRILLATOR AT COWBRIDGE
- Cllr Stephens reported that the Cowbridge Management Company has identified a suitable place for the siting of a defibrillator at Cowbridge and are keen to progress this matter. It has been in touch with Ray Sanderson from Community Heartbeat and he will take this forward. Cllr Budgen will draft a letter of support to the Management Company on behalf of the Council. Cllr Maslin, a Trustee of the Malmesbury League of Friends, explained it could provide up to £1500 towards the purchase, but not the on-going maintenance costs of a defibrillator. **Action: Cllr Budgen**
- 110 TO RECEIVE A VERBAL UPDATE REGARDING THE PUBLIC CONSULTATION PHASE OF THE COMMUNITY GOVERNANCE REVIEW OF MALMESBURY AND ST PAUL MALMESBURY WITHOUT
- The Clerk had circulated Briefing Note 21-25 Community Governance Review to Councillors prior to the meeting with details of the Malmesbury online meeting on 14 December 2021 at 1800. A copy is on the website. It was agreed that Cllrs Budgen, Hatherell, Briggs, Clogg and Hopkins would meet and coordinate the next steps of the Council's response to the review. **Action: Named Councillors**
- 111 TO CONSIDER A START OF THE REGULATION 14 PROCESS TO AMEND THE MNP
- Cllr Budgen reported that a Wiltshire Council consultant has recommended that all the relevant documentation needs to be in place before starting the process, hence it would be better to go for Regulation 14 (formal consultation) of the Neighbourhood Planning (General) Regulations 2012 early in 2022 rather than December. The Council agreed this timescale subject to all the necessary documentation being completed.
- 112 UPDATE ON PRIORITY COUNCIL PROJECTS:
- i. Cowbridge permissive path surfacing – Report #11.5
- Cllr Clogg presented the report, providing the Council with information from the three quotations received for this work. Although one contractor was identified as the preferred tender at this stage, Councillors agreed that further information regarding specification, contractual terms and terms & conditions was needed to enable a decision to be made. Cllr Clogg will forward quotations to Cllrs Hatherell and Hopkins for their input. **Action: Cllrs Clogg, Hatherell, Hopkins & Stephens**
- ii. Additional Foxley Road lighting
- Cllr Hopkins reported that work was completed and local residents were overwhelmingly pleased with the results. The short stretch of path from the bridge to the corner of the hill will be monitored to assess whether an additional solar powered light levels is required. Thanks were extended to Cllr Hopkins for all his work on this matter.
- iii. Extension of the Milbourne Pedestrian Safety Refuge
- Detailed plans are awaited from the Highways Officer.
- 113 VERBAL REPORT ON THE FINDINGS OF THE ANNUAL RoSPA PLAYGROUNDS INSPECTION
- Cllr Hatherell presented the RoSPA report and detailed the minor repairs needed at the Corston and Rodbourne playgrounds. The most significant issue was to repair a small tear in the wire fencing at Corston.

114 TO RECEIVE VERBAL REPORTS FROM COMMITTEE REPRESENTATIVES

Cllr Hatherell reported the following:

Highways

This month the Parish Steward has cleared the Waitrose footpath, three gulleys in Milbourne plus a rat hole by the phone box. He cleared a ditch in Corston and strimmed and cleared gulleys along Rodbourne Road. He swept the leaves at Truckle Bridge and the sweeper then arrived to remove them. The sweeper will be requested again next month. Councillors were asked to inform Cllr Hatherell of any issues in readiness for the next visit on 15/16 December.

Playing Fields

The monthly check of both playgrounds has taken place and all equipment was found to be in good order, apart from minor observations as per the RoSPA report. The Covid 19 notices advising that the playing fields are now open and to follow the necessary Covid safety precautions are still in place. The last grass cut has been completed for the year.

A Corston resident raised the issue of dog waste at the playing field and has met with Cllrs Hatherell and Ingham on site in addition to contacting the Dog Warden. This will be a December agenda item.

Action: Clerk

Footpaths

Cllr Hopkins reported that a parishioner had raised general concerns about the condition of some stiles in the area, more specific information has been requested.

Personnel

Cllr Clogg reported that, in accordance with her contractual terms, there will be an annual appraisal with the Clerk on 25th November. If performance warrants, she will be placed on the next increment of the national scale.

Patients' Participation Group

Cllr Ingham is due to attend the next meeting on 5th December.

The meeting closed at 2100.

The next Parish Council Meeting will be held at Crudwell Village Hall on Wednesday 15th December at 1900.

..... Chair

..... Dated