

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 27th October 2021 at Crudwell Village Hall

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

Public: Two present.

84 APOLOGIES FOR ABSENCE

Cllr Smith.

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

None.

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

PC Phelps and PCSO Walsh from the Neighbourhood Team were welcomed to the meeting. PC Phelps is responsible for the north of the County, from Luckington to Latton, and there are local PCSOs and 5 response teams within the area. Councillors discussed the main issue of speeding. The Neighbourhood Team asked to be kept informed of theft, vandalism and other issues in the area so they know what is happening and where to patrol.

87 TO ADOPT THE MINUTES OF THE MEETING ON THE 22nd SEPTEMBER 2021

The minutes of the meeting on the 22nd September 2021 were adopted as a true record and signed accordingly.

88 TO RECEIVE REPORT #10.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #10.1, noting that planning permission had been granted at Kingway Nurseries and for land at Backbridge Farm. 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 |
|--|---------------|---|
| Dew Pond Barn, Milbourne, Malmesbury, SN16 9JQ | PL/2021/08820 | No objection |
| Land at Foxley Road, SN16 0JE | PL/2021/09012 | Objection |
| Land south of Filands, Malmesbury | PL/2021/05209 | Objection |
| 24 Milbourne Park, Milbourne, SN16 9JE | PL/2021/09597 | Objection |
| BP Petrol Station, Crudwell Road, SN16 9JL | PL/2021/05737 | No objection |
| Land to the east of Storey Mews, SN16 0FH | PL/2021/04960 | No objection to layout, but highways objection registered |
| Carric, Kingway View, Corston, SN16 0HG | PL/2021/09848 | No objection |
| Vale View, Mill Lane, Corston, SN16 0HH | PL/2021/09853 | No objection |

89 FINANCIAL REPORT

Cllr Briggs presented the accounts for the year to date. Receipts and payments are within budget and there is a surplus for the year to date. The bank statement dated 30th September showing balances of £20,066.03 and £60,728.21 was noted and matches the reconciliation. The Current Account balance includes receipt of the second precept payment for 2021/22. 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. The 2021-22 Quarter 2 Transparency Code was presented; it will be uploaded to the website.

| Payment No. | Payee Details | Reason | Amount (£) |
|-------------|---|--|-----------------|
| 1 | R J & S H Mellows | Replacement ink cartridges | 79.99 |
| 2 | Malmesbury Town Council | Withdrawal agreement Joint Burial Committee (3rd Year) | 1,500.00 |
| 3 | Idverde Limited | Twice weekly waste collection of 2 bins | 80.89 |
| 4 | Wiltshire Association of Local Councils | Training - Planning Briefing 17.11.21 (JI) | 30.00 |
| 5 | Playsafety Ltd | RoSPA annual inspection of play areas | 168.60 |
| | | Total | £1859.48 |

Action: Cllrs Clogg & Stephens

90 TO RECEIVE REPORT #10.2 ON A REVIEW OF THE CLERK'S CONTRACTED HOURS

Cllr Clogg presented the report. As per the September minutes, the Clerk has kept a record of hours worked, which has averaged 7.6 hours a week over a 5-week period. It is envisaged, with the Clerk taking on RFO responsibilities and management of the website, that hours needed would increase further in the near future. Cllr Budgen proposed option 3.3 be supported, it was seconded by Cllr Merriman and unanimously agreed.

91 TO CONSIDER A FIRST DRAFT OF THE 2022/23 BUDGET

Cllr Hopkins led the discussion on this item, indicating where savings could be made and the reasons for increased costs, which resulted in a decision that Councillors will review the draft over the next month and send any comments to Cllr Hopkins, in order for it to be finalised at the November meeting of the Council.

Cllr Hopkins also presented a cash-flow forecast, that included anticipated CIL payments and reserve movements, which provided a useful insight for Councillors.

Action: All Councillors

92 TO REVIEW THE ASSET REGISTER

The Asset Register was reviewed, agreed to be accurate, and will be updated on the website accordingly.

Action: Cllr Hopkins

93 TO RECEIVE A VERBAL UPDATE REGARDING A COMMUNITY GOVERNANCE REVIEW OF MALMESBURY AND ST PAUL MALMESBURY WITHOUT

Cllr Budgen reported that two virtual meetings had taken place with Councillors, a list of responses prepared and a meeting with Wiltshire Council is due to take place on the 29th October.

94 TO RECEIVE A VERBAL UPDATE REGARDING THE COUNCIL'S RESPONSE TO THE WILTSHIRE COUNCIL CLIMATE STRATEGY CONSULTATION

Cllr Jones thanked Councillors for their comments and confirmed the Council's agreed response had been submitted.

95 TO RECEIVE A VERBAL UPDATE REGARDING WASTE BIN COLLECTIONS

Cllr Budgen reported that the Clerk had contacted Idverde for their advice and had sourced possible post mounted replacement bins available in a 50L or 60L capacity. Cllr Budgen suggested these could be purchased using CIL receipts. It was agreed to purchase 60L bins; the Clerk will check Idverde have no issues with the suggested replacements prior to purchase. It was agreed adjoining parishes or Idverde would be approached regarding the disposal of the old bins. **Action: Cllr Hopkins and Clerk**

96 TO CONSIDER A RESPONSE INTO THE INITIAL SURVEY TO ENABLE THE DRAFTING OF A POLICE & CRIME PLAN

Cllr Clogg explained this was to provide initial feedback on issues in the area and asked Councillors to let her know of issues they would like to be included in the response. Councillors were invited to publicise the opportunity to contribute. **Action: All Councillors**

97 UPDATE ON PRIORITY COUNCIL PROJECTS:

i. Cowbridge permissive path surfacing – Report #10.3

Cllr Clogg presented the report, updating the Council of the latest progress on this major project and requested suggestions for a third contractor. It was agreed the working party should continue with the next steps outlined in the report.

ii. Additional Foxley Road lighting

Cllr Hopkins reported that to meet residents' concerns a reduced number of lights would now be installed and it is hoped that this will have minimal impact upon the lighting efficiency planned. Work is due to commence week commencing 2nd November.

iii. Extension of the Milbourne Pedestrian Safety Refuge

Cllr Budgen confirmed a Highways officer met Councillors on site and will report back with initial plans, which will be brought back to Council to review.

98 TO RECEIVE VERBAL REPORTS FROM COMMITTEE REPRESENTATIVES

Cllr Hatherell reported the following:

Highways

This month the Parish Steward has swept the leaves at Truckle Bridge, also from the Silk Mills to Burton Hill and in Milbourne. He has cut back vegetation and cleaned the seat at Burton Hill. Cllr Hatherell requested additional tasks by the 4th November.

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. The scheduled grass cutting has been completed at all three sites under contract. This year's RoSPA inspections of both the Chippenham & Rodbourne Roads playing fields took place on the 14th October. The reports have been received and they note only a few low risk issues. Any necessary actions will be reported at the November meeting.

Footpaths

Nothing to report.

Patients' Participation Group

Cllr Ingham attended the meeting on 4th October. She has been advised that the parking issue is in hand, although the land is leased which has presented complexity to finding improvements. Covid booster injections are due to take place on 30th October, 27th November and 11th December and patients are invited to book their appointment. She reported that staff at the centre have received anonymous

hate mail re lack of contact; those on reception receive abusive calls daily and there have been issues with individuals refusing to wear face masks. As a result, there have been a number of changes in staff.

The meeting closed at 2052

The next Parish Council Meeting will be held at Crudwell Village Hall on Wednesday 24th November at 1900.

..... Chair Dated