**North Newnton Parish Council**

**Monday 14th January 2019**

**Minutes**

Present: - Mac McLean (MM), Chairperson, Kate Boulter (KB) Joint Vice Chair, Carolyn Whistler (CW) David Brisker (DB) Joint Vice Chair, Tom Ellen (TE)

In attendance: Tracey Pullen (TP), Clerk, Paul Oatway, Wilts CC, Fenella Rouse (FR), 6 members of the public attended the meeting.

**The meeting started at 7.30**

Prior to the meeting MM notified the Councillors that the clerk has tendered her resignation. A vote of thanks was proposed by CW and agreed by all for her hard work over the last two years.

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| 18/065 | **Absence apologies and Declaration of interests** No apologies were received. CW declared an interest in agenda item 8c |  |
| 18/066 | **Minutes of Parish council meeting 17th December 2018** The minutes were agreed as a true record and signed by the Chair. |  |
| 18/067 | **Adoption of Local Green Space Nomination – the Pond**. After much discussion between the Councillors and input from FR, the landowner and other members of the public, MM proposed that the draft response to the landowner be agreed and a further comment in support of his position be made by the Parish Council in the LGS and to be included in the evidence to go to the examiner. Agreed by all.  **Action – KB to draft NNPC comments for examiner** | KB |
| 18/068 | **Adjournment. Welcome to the public.**  Members of the public thanked FR and CW for their efforts with the NP, Design Statement, etc and all Councillors voiced their appreciation as well. Member of the public commended the steering group on the calibre of the plans and reports so far  Member of the public spoke in support of the Pond being nominated |  |
| 18/069 | **Parish Finances**   1. **Bank reconciliation Nov 2018** - agreed 2. **Quarter 3 plus budget for 2019/2020** – agreed 3. **Precept for 2019/2020** - agreed 4. **Delegation to clerk of small sums/petty cash** – proposed delegated authority to clerk to spend small amounts £50 (still to be properly authorised by the council) – to be written into the financial regulations. Petty cash is not required   TP to submit precept application and redraft financial regulations which will be circulated for adoption at the next meeting | TP |
| 18/070 | **Requests for donations**   * **CAB £50/100/200** – CW proposed £50 – agreed by all * **PCAP £200** – MM proposed £200 - agreed * **PCAP (SWAST Raiser Chair) £100** – KB proposed and agreed * **Pewsey Vale Tourism Partnership (£50)** – CW proposed and agreed   All to come out of current budget. TP to present cheques for signature | TP |
| 18/071 | **Neighbourhood Plan**   1. **Draft Local Green Spaces Report and Steering Group** **Positioning** Discussion and possible adoption – See item at 18/067 above FR has nothing to add. CW distributed the design statement which will go out for consultation. Vote of thanks to those who have input to the document 2. Response to landowners to be discussed (draft AF letter attached) – covered above |  |
| 18/072 | Updates  From Paul Oatway   1. **Section 106 update** – no update at this time 2. **Footpath Park Road** - BT Raised ironwork update – PO visited with highways engineer from WCC. Tasked to BT to rectify, Parish steward had done some work, but now gone back to BT to rectify in due course   Also  Petition re collisions at Woodbridge roundabout – visited with highways engineer, minimal vision from different angles. The engineer will come back with his recommendation – possible additional signage from Rushall and Upavon. Suggest dropping speed limit to 30mph at next CATG  Phase 2a footpath - funding agreed. PO has been advising Cabinet re phase 2b in preparation – more information at the next CATG meeting. CW has raised the issue for the next phase  Still following up gritting on the road through the parish   1. **Village Hall** – **survey quotes/confirm contribution of £2000** (exc survey costs) . Survey was circulated by CW as Village Hall Trustee prior to the meeting . No findings other than the floor. KB requested that building surveyor be present when floor is lifted and this was confirmed. £2000 grant confirmed and all agreed. Also agreed in principle that the Council will be supportive of the village hall project going forward. CW thanked the PC in her capacity of VH trustee   **Action – cheque was written at the meeting**   1. Trees – upkeep of commemorative tree area – ongoing as quotes were incomplete. It was agreed that a letter should be sent to Aster re dangerous tree at Martins Close   **Action TP to follow up quotes, KB to draft letter to Aster** | TP  KB |
| 18/073 | **New Items**   1. **Councillor/clerk communications**. Councillors agreed to communicate by phone where urgent or necessary – numbers to be confirmed by clerk. (not evenings or weekends unless an emergency). KB to set up WhatsApp group (not evenings or weekends unless an emergency). In email between councillors subject to say Info or action in title box (responses within 7 days), DB to set up NNPC email address 2. **Bus shelter glass replacement** – polycarbonate sheet @ £80. Bin company to quote for the work.   **Action TP to ensure Litter Bin is included on insurance schedule**   1. **Bench** – proposal from parishioner for a bench in the area of Martins Close on the green. Agreed in principle. DB to take forward (TP can forward information on street furniture marketing emails). 2. **Emails from Parishioner re mud/ice** – previously circulated –CW submitted issue on Wilts App. It was agreed that it is the duty of the farmer to clean up, CW approached farmer who will try to keep clear. CW to contact highways again | TP  KB  DB  TP  TE  CW |
| 18/074 | **Planning application 18/11803/FUL**  KB and CW have looked but not spoken with the owner. Not seen as an issue having looked at plans. Agreed unanimously no objection |  |
| 18/075 | **Area Meetings: Report, Future Attendance**   1. Area Board moved to 3/12 Next meeting W/bro Social club 21/1 – attendance. No one able to attend next meeting 2. PCAP - Next meeting 24/1 W/bro KB/CW to attend 3. CATG 6/3/2019 – MM and CW to attend |  |
| 18/076 | **Future agenda items**   1. NN footpath update 2. Parish email/newsletter/GDPR – suggestions to increase email data base 3. Website notification – Junct of Woodbridge Cl and Park Rd, NN 4. Standing Orders for adoption – previously attached 5. Financial Regulations – draft to be forwarded for adoption 6. Additional Litter Bin for NN 7. Verges 8. New clerk – ideas TP to contact KF to include in vacancy in WALC newsletter, also in Messenger 9. Annual Public Meeting - ideas | MM  All  MM  All  All  MM  MM  TP  All |
| 18/077 | **Adjournment for general public comments/questions**  Member of the public informed the council that some road clearing has been undertaken by the farmer. Thanked the council for their support  Congratulate and thank KB for the waste bin in Bottlesford and would like to ask the council to support another in NN by the roundabout |  |

**The meeting closed at 9.45**

**Future Parish Council meetings 2018**

Monday 11th March 7.30pm

Saturday 11th May (APM) – venue to be decided

Monday 13th May (AGM and 1st PC Meeting of the year)

Monday 1st July 7.30pm (tbc)

Tracey Pullen Clerk to NNPC 19/1/2019

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