

North Newnton Parish Council Meeting

Monday 2nd January 2020 at 8p.m.

Minutes

Present: Chair of the meeting - Cllr Marcus Stoneham (MS), Cllr Kate Boulter (KB) (Joint Vice -Chair) Cllr Tom Ellen (TE) and Cllr Olivia Campbell Slight (OCS) with Cllr David Brisker (DB) (Joint Vice - Chair) (via telephone conference call). In attendance: Gillian Tatum Clerk,

The meeting started at 8pm

Hall hire arrangements read out by clerk including exits in case of a fire.

- 1 **Absence apologies and Declaration of interests.** Cllr Mac Mclean (MM) & Wiltshire Councillor Paul Oatway, Carolyn Whistler (Village hall Trustee). Members are bound by the provisions of the Code of Conduct and are required to declare either personal or prejudicial interests.
- 2 **Minutes of Parish Council Meeting 14th January 2020.** The minutes were signed by the Chair as a true record.
- 3 **Adjournment. Welcome to the Public.**
None in attendance

4 **Planning Applications**

Planning; To obtain statutory view of Parish Council

1. **Application for tree works: notification of proposed works to trees in a conservation area. Hilcott Farm.** After some discussion about the overplanted copse it was acknowledged that there were special circumstance with this proposal and that there would be no objections and no need to plant any additional trees to replace those thinned out. **Action: Clerk to notify Wiltshire Council.**
2. **Noted Approval; 19/11664/FUL 1 Turnpike Cottages Hilcott Pewsey SN9 6LQ** Proposed First Floor and Ground Floor Extensions, Enlargement of Rear Porch and Associated Alterations. Approved subject to conditions.

Clerk

5 **Village Hall**

Carolyn Whistler (Trustee) had sent apologies and the latest minutes from the meeting 24/02/2020 also attended by Cllr MM & as an invited guest Chair MS. A project team has been formed and a timeline for build January 2022.

The timeline was noted that Trustees were hoping to get a final design by the end of March. **Action: Cllr DB as village hall representative to follow up in the first instance with the Trustees of the village hall.**

Cllr
DB

6 **Neighbourhood Plan**

2 of the 3 councillors within the Steering Group have met and gone through all the materials produced to date. They will meet with Cllr MM as soon as they can. It was noted again that no community volunteers had come forward despite the plea made in the Messenger/Notice Board/Website. It is apparent that we are 90% of the way there with the document(s) and that they were going to keep the plan generic with specifications within it for a guidance document and detail where required, particularly covering density of developments. It was confirmed that "infill" sites will not form part of the plan (as controlled under normal planning control as small limited development 1 or 2 maximum houses only). They were looking at next steps after engagement with Cllr MM

- liaising with Wiltshire Council as required and would help inform the current Green Infrastructure Survey being undertaken. Cllr KB offered to help with editing once draft ready. **Action: Full steering group meeting to take place to bring Cllr MM up to speed, and look to work on remaining document requirements.**
- 7 Parish Finances – for Approval**
- a) **Bank Reconciliation;** April – January 2020 distributed and approved (previously verified by Finance Group); Closing balance with unrepresented cheques £8,261.22, £23,742.41 Investment account.
 - b) **2019/20 Budget.** Chair MS confirmed that from review we will have in the region of £6,800 surplus (not the budgeted £4k) so proposing the remainder go into the contingency fund. It was noted that the new event of the VE celebration may need some additional funding (a grant has been applied for £260 from area board).
 - c) **Update on S106 monies;** we have been notified thanks to Cllr Paul Oatway that we have until 10/11/2021 to submit a formal deed of variation (as no space for playpark at original site). £19k at stake. Need to agree the variation project; potentially footpath to enable funds ring-fenced for that to go elsewhere (potentially Village Hall/ other green space project). **Action: Clerk to find out deadline for submitting the deed of variation and if we need to specify specific project and if this needs to be active. To diary for next meeting.**
 - d) **North Newnton footpath payments;** Cllr MM had previously confirmed to the Clerk £15 k contribution required for Phase 1 but the timing yet not known if this financial year or beginning of next. Money is in the investment account and can be moved when required. **Action: Clerk to await invoice from Wiltshire Council**
 - e) **Cheques ; no Cheques required to be signed**
- 8 Governance**
- 1. **List of Procedures and draft timetable circulated by Clerk; Agreed. Action: Clerk to work through submitting to Councillors and to draw on experience from other parishes.**
 - 2. **Website/governance requirements;** Cllr DB explained accessibility requirements for our website due by 22nd Sept 2020. Preliminary quote from website provider is £250. Will also require Clerk to ensure saving documents in correct format and colour use etc. **Action: finance group to take on board for next yr.'s budget.**
- 9 Correspondence/Updates/Issues – to update for next steps.**
- 1. **Bottesford Traffic Results;** Survey results for 11/12/2019 to 17/12/2019; 85th percentile speed was 33.7mph. This is the speed at or below which 85% of the traffic was travelling and is used nationally as a criterion for Community Speed Watch interventions. The mean speed was 27.8mph. 36.4% of recorded vehicles were exceeding the posted speed limit; the mean speed of these vehicles was 33.8mph. These results do not meet the threshold for any further interventions, (no further action 30-35 mph). Another survey cannot be requested for 12 months unless exceptional circumstances. Unfortunately Cllr PO not able to make the meeting at short notice so he could not go through the results. Chair mentioned the idea of creating a Facebook page for the PC to also highlight issues like driving in quiet lanes. **Action: Chair to write to Local Parishioner who requested the survey to confirm results. Consideration of Facebook page at a later meeting once understand transparency regulations and if this will also apply.**
 - 2. **Green Infrastructure Survey;** Cllrs OCS & KB have volunteered to meet with the Clerk to go through the forms (meeting 03/02/2020). Clerk reminded everyone

about the individual householder survey now on the website and to email to any parishioners who might complete this. Deadline for all 31st March 2020.

8 Projects and Activities; Update and next steps

- a) **Spring Clean – 10am 4th April 2020;** Cllr DB agreed to be the lead councillor. Clerk had already met with Carolyn Whistler who already has tabards, gloves and litter picker sticks. Need to identify first aider and clerk has posters and outline risk assessment to be completed on the day. Also list of potential volunteers. Clerk has sorted collection from Wiltshire Council of filled bags from the Church following Monday after the event. **Action; all to advertise, also via messenger, notice boards and website. Cllr DB to check re use of church afterwards for refreshments.** ALL
Cllr
DB
- b) **VE Event 9th May 2020:** Cllr TE agreed to be the lead Councillor. Meeting arranged at Clerk's house Friday 6th March 4pm for those involved in organisational details. It was noted that Area Board will be considering our grant application on 9/03/2020 (Cllr TE to attend). Cllr TE will look at cost options for the memorial plaque for the planting in Bottlesford with consideration of a separate ceremony or just before the vintage tea party. Clerk
/Cllr
TE
- c) **Bench update; Action: Cllr TE to liaise with Cllr OCS re ownership to progress bench purchase (potential use of some of the contingency funding).** Cllr
TE &
OCS
- d) **Speedwatch Update; no update received.** OCS
- e) **Flood Warden Update; no update received. Action: Cllr OCS to ask volunteer Phil Eddell to look at the Draft Flood Plan, Cllr DB to progress box for salt storage at the Woodbridge Arms.** Cllr
OCS
Cllr
DB
- f) **Parish Steward;** Wiltshire Council have been re-directing PS due to all the pot hole priorities. Cllr DB & volunteer D Benson still in liaison with PS and hope he can be re-directed to half a day a month for the Parish soon.

9 Area Meetings; Report, future attendance & feedback

- a) Pewsey Area Board; 09/03/20 Cllr TE to attend (7pm The Vale leisure centre, Pewsey)
- b) PCAP 23/04/2020. Cllr KB to attend; Chair will also endeavour to attend. Wilcot Village hall 7pm
- c) CATG 27/42/2020, Cllr MM nominated to attend.

1 Next Meetings

0 **19/05/2020 7pm St James Church AGM & Parish Meeting**

30/05/2020 10am St James Church Annual Parish Meeting

Thanks were expressed to Rushall Hall for the use of their hall this evening.

The meeting closed at 10 pm

Gillian Tatum Clerk to NNPC

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