

North Newnton Parish Council (Virtual) Meeting

Tuesday 19th May 2020 at 6.10 p.m.

Minutes

Due to COVID-19 this was a virtual meeting. In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) as amended by The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely.

Present: Chair of the meeting - Cllr Marcus Stoneham (MS), Cllr Olivia Campbell Slight (OCS), Cllr David Brisker (DB) (Vice -Chair), Cllr Mac McLean (MM) (Vice-Chair) and Cllr Tom Ellen (TE). In attendance: Gillian Tatum Clerk, Wiltshire Councillor Paul Oatway and 4 Parishioners (1 for item 4 only).

The virtual meeting started at 6.10pm

- 1 Absence apologies and Declaration of interests.** No Apologies. Members are bound by the provisions of the Code of Conduct and are required to declare either personal or prejudicial interests; None.
- 2 Minutes of Parish Council Meeting 6th May 2020.** The Clerk raised the error in regard to the 10 yr. reference for term of office for Cllr KB (now resigned) and asked that this be rectified to show long years of service. The minutes were then passed by all Councillors and signed by the Clerk on behalf of the Chair as a true record.

3 Adjournment. Welcome to the Public.

Carolyn Whistler raised 2 items that were on the agenda; the NP in regard to the Hilcott pond and asked Councillors to be aware of the Green Spaces report and the Defibrillator electricity cost. Cllr OCS acknowledged the Green Spaces report and that it will be taken into account as part of the Neighbourhood Plan process.

Malcolm Baker explained that at the village hall there were 2 electric meters, the hall has been vacant for 6 months and the only device using electricity is the Parishes Defibrillator, he is going to ask for the other meter to be removed but was asking the PC to pay the bill for the defibrillator costs; all Councillors unanimously agreed.

Cllr PO asked to speak as this juncture (as another meeting commitment); he updated on the govt. substantial funding going to be available for Local Authorities to explore new cycle ways and footpaths, this would be passed on to CATG's to explore. He commended the actions of communities across Wiltshire supporting the old and the vulnerable and knew that the PC is involved with the Pewsey Community Support Group. Unfortunately he believed pain was still to come financially Wiltshire Council have spent over £50 million for COVID -19 that was obviously not in the budget he hoped central govt. will help. He covered the strategic route for highways freight for 2020/21 and still hoping for the duelling of the A303 improvements to the A350 and would be monitoring/campaigning for the A345/A342 to stop impacts of large vehicles. He reiterated the need for the Village Hall Trustees to apply for the £2000 grant for the village hall and about the work he had undertaken to try to secure the Section 106 Agreement via Diane Ware (Wiltshire Highways) and Wiltshire Legal Dept. to allow the monies that cannot be used for a play park (no physical space) to be used for the footpath at North Newnton.

1 Parishioner left the virtual meeting at this point.

4 Planning Applications

Planning; To obtain the statutory view of Parish Council

1. 20/04055/TCA Application for Work to Trees in a Cons Area Proposal: - Removal of 2 Leylandii Trees At: Embrook House, Hilcott, Pewsey, Wiltshire, SN9 6LE.

After discussion no objections to the proposal.

Action: Clerk to inform Wiltshire Council

Clerk

2. Delegated Authority to the Clerk

The PC is receiving a lot of planning applications and if these fall outside of scheduled meetings at present an extraordinary meeting is necessary to be able to respond to the planning application. However there is an alternative to give the Clerk the delegated authority to collate and pass on the views of the PC, as long as neighbours are consulted in the normal way, the Clerk could also put the details on the website to further highlight the planning application. **This Motion was proposed by Cllr MM and seconded by Cllr MS**

Clerk

and agreed unanimously. Clerk to ensure Cllr MM leads on planning applications on behalf of the PC.

Another parishioner left the virtual meeting. (2 Parishioners remaining).

5 Village Hall (Summary of extensive discussion)

At the last PC meeting the discussion took place about the payment of an invoice for £645 (architectural consultancy and contract documents). The Chair wanted everyone to have their say about the long-term objectives for the Village Hall and collaborative arrangements with all the information before them – Cllr MM had provided (as “friend to the village hall”) additional details . The Chair was happy to approve the financial contribution but with the caveat that any future costs incurred (that the village hall wanted to use the ring fenced Village hall budget, totalling £5,000 at the beginning of the financial year) were approved before expenditure. His reasoning is that the £5k represents a significant proportion of the Parishes budget and we had increased the precept specifically to cover work at the Village Hall (by 8.7%) and so need to be completely open and transparent with the expenditure. He hoped further on behalf of the Parish for more collaborative working with the Village Hall Trustees to work towards the new village hall we are all hoping for.

Carolyn Whistler (CW) responded on behalf of the Village Hall Trustees that there was a scheduled Team meeting on 26th May 2020 and that would report back to the full Trustee group. Carolyn pointed out that the PC was represented on the VH Management Committee with the presence of Cllr DB and that Cllr MM was a “friend” of the Village Hall, not on the committee but did attend and help with the village hall and so she hoped after the next meetings could report back to a meeting if undertaken on the 8th June. She reiterated that the Project Brief as put forward by Patrick Wilson (the project manager and chosen Architect) would need to be changed now (due to COVID-19) delays and dates changed and tasks re-assigned as these were now not up to date and would need to be revised and updated before she can share with the PC.

A detailed discussion took place illustrating why the PC is wanting more collaboration and input to working with the Trustees for the Village hall, in turn Carolyn agreed to this but would need to discuss the extent with the full Trustees and Management Committee. Cllr MM was of the opinion that this money needed to be used as upfront expenditure, such as project management and architects fees as other grants will not cover this type of cost but would be concentrated on the building costs. The Chair proposed Councillors agree the current invoice and wait for more feedback (from the next Trustee meeting) and work out once more information is available how the PC can work more collaboratively input for the way

forward.

Motion; It was emphasised that the PC is fully supportive to the Village Hall Trustees with their aim in getting a new village hall but they did want a differing approach with the way forward so that they could have pre-approval on expenditure coming from the PC £5k pot; Resolved 4 in favour , 1 abstention. As this was so important to become a rolling agenda item for the PC.

Clerk

Action; Clerk to sort out payment and put Village Hall on next agendas for PC

(To note unfortunately during this discussion CW lost virtual connection and alternative phone connection was used).

6 Neighbourhood Plan

Due to COVID-19 little has progressed (as next steps was an internal meeting) however Cllrs MS, OCS & MM have been separately reviewing all the past historical documents/information ready to resume work when practicable. There was a priority to resume this work and it was hoped that this would take place as soon as able after COVID restrictions. **Action; Clerk to diary for next meeting**

Clerk

7 COVID -19

- 1) **Defibrillator;** Thanks to Cllr TE for putting up signs at both defibulator with latest advice on how to use during COVID-19.
- 2) **Volunteer Support;** Ongoing. Chair emphasised the thanks to support groups including Kate Boulter for prescription collection etc. Lot of neighbours still helping so big thank you to all involved.

8 Correspondence

- (1) **Green infrastructure Survey;** Acknowledgment by Wiltshire Council
- (2) **Shield Wiltshire;** Request for Parish Champion to identify those businesses/organisations that need Visors; Cllr MS to be the champion, immediate thoughts were the 2 Pubs that might be interested. **Action; Cllr MS to follow up**

Clerk
/Cllr
MS

9 Governance and Procedures

- (1) **Virtual Meeting Protocol;** it was acknowledged that we are meeting the criteria already; Motion to adopt the procedure Cllr MM, seconded Cllr MS, unanimously agreed. **Action; Clerk to distribute final policy and put on website**
- (2) **Councillor Vacancies;** Discussion on how to attract new councillors; immediate put in next Messenger. **Action; Clerk messenger, all to think on ways to advertise**

Clerk

Clerk
/ALL

1 Finance

- 0 (1) **Bank Reconciliation (April 2021);** £8,863.26 with unrepresented cheques, first precept instalment has been received (£8250).
- (2) **20/21 Budget review & changes regarding North Newton Footpath;** Informal Financial sub group had meet virtually (Cllrs MM, MS & Clerk) adjustments made to budget to cater for the NN footpath. Expenditure in April £6,981 including transfer of £5k to the investment account to cover the footpath. Clerk has been working on the AGAR process with support Cllr MS – to be submitted to External Auditor shortly.
- (3) **Proposal Cllr OCS to be full bank signatory; Agreed unanimously. Action; Clerk to sort out the paperwork**
- (4) **Cheques to be signed/ratified;** Ch. No 666 £1035 D W Oliver cemetery maintenance costs, Ch. No. 667 £143.88 Cllr MS Zoom subscription, Ch. No. 668 Cllr DB Memorial plaque costs, Ch. No. 669 WALC subscription £190.91, Ch. 670 £645 Hilcott Village Hall , Ch. No. 671 £58.75 SEE electric costs for Defibulator Village Hall.
- (5) **S106; See** earlier update from Wiltshire Cllr PO.

Clerk

1 Projects and Activities

- 1) **Hilcott Pond;** (designated Village Green) – noted close to other parish feature burial ground, part of village landscape.
- 2) **Bench for Bottlesford;** Cllr MS to follow up for St. Martins close. **Cllr MS**
- 3) **Next Phase NN footpath;** Cllr MM reported back no costings yet, no CATG meetings yet. Awaiting result on the S106 monies which may help influence substantive bidding, he will continue to push but maybe realistically next phase 2021/22. **Cllr MM**
- 4) **Website;** Cllr DB reported back accessibility review undertaken by website hosts last 30 days over 975 hits so is being used by Parishioners for COVID-19 local updates. **Cllr DB**
- 5) **Parish Steward (PS) Update;** Cllr DB reported back; Kevan Surgenor is our new PS half a day a month , no specific parishioner requests last month for work so concentrating on verge trimming , grips and potholes. Thanks to David Benson who has helped with strimming. Cllr DB has requested the gully team again to clear out gullies Woodbridge to Hilcott road. **Cllr DB**

6 Next Virtual Meetings

With the delegated authority to the Clerk to collate any planning views for items that arise before the next meeting date, it was decided to not have the 8th June Meeting and return to bi-monthly meetings now COVID-19 stabilised. Next Meeting (potentially virtual at time of writing) Monday 6th July 2020

Items identified for next meeting; Village Hall, NP, potential to use social media including Facebook page.

06/07/2020 Parish Council Meeting 7pm

If you want to be involved via Zoom please contact the Clerk by 12 noon on the 06/07/2020 via email or phone (as below) or alternatively you may submit a question that can be raised by the Clerk. All will be most welcome.

The virtual meeting closed at 8.20 pm

Gillian Tatum Clerk to NNPC

Clerk@nnpc.org.uk

Tel 07979866387 26/05/2020