

# North Newnton Parish Council (Virtual) Meeting

Monday 11<sup>th</sup> January 2020 at 7 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 - Marcus Stoneham (MS), (Chair of the PC), Cllr Mac McLean (MM) (Vice-Chair), Cllr David Brisker (DB) (Vice -Chair), Cllr Olivia Campbell Slight (OCS), and Cllr Tom Ellen (TE). In attendance: Wiltshire Councillor Paul Oatway, Gillian Tatum Clerk and 4 Parishioners.

**The virtual meeting started at 7pm**

1 **Absence apologies and Declaration of interests.** Apologies; None. Members are bound by the provisions of the Code of Conduct and are required to declare either personal or prejudicial interests; None Declared

2 **Minutes of Parish Council Meeting 2<sup>nd</sup> November 2020.** The minutes were passed Councillors who attended that meeting and signed by the Clerk on behalf of the Chair as a true record.

3 **Adjournment. Welcome to the Public.**

4 parishioners in virtual attendance.

W Cllr PO gave an update on the Council's response to COVID-19; most of Wiltshire Staff working from home but every function of the Council continuing, a lot of grants have been distributed including £1.1 million for laptop for vulnerable children for education at home. He stressed the Wellbeing Hub for use Wiltshire Wellbeing Hub on 0300 003 4576 or email [wellbeinghub@wiltshire.gov.uk](mailto:wellbeinghub@wiltshire.gov.uk). It's open Monday to Friday from 9am to 5pm and Saturdays from 10am to 4pm. Wiltshire Council are issuing discretionary grants for those who may not have qualified for assistance to date; there is no need for you to apply for any funding from the Winter Grant Scheme, eligible people will be identified by the relevant organisation responsible for distributing the different elements of the grant scheme. He was pleased the vaccination programme has commenced, administered by the NHS and believed hubs to be at Salisbury and Tidworth. At the time of the meeting he reported unfortunately an increase in the number of COVID-19 positive cases and commended the work of Salisbury and Great Western Hospitals. He finished with the slogan: **Stay Home, Stay Safe and don't Socialise.**

Cllr PO is also following up about the S106 amendment at North Newnton; **Action: Cllr PO to update Clerk after speaking with officers at Wiltshire Council.**

Cllr  
PO

A parishioner asked about the difficulty of walking a footpath near Wild's Farm due to it being unpassable; he was advised to report it via MyWiltsApp; to report any problem with a Right of Way, broken lamp, fly tipping etc. Please do so via the Wiltshire App <https://www.wiltshire.gov.uk/mywilts-online-reporting> as this is the quickest way for action.

4 **Motion Cllr MM; The motion is for the Parish Meetings held virtually by Zoom to be recorded and the recording held by the Clerk as matter of record; Not seconded**

5 **Planning Applications Planning; To obtain the statutory view of the Parish Council**

1. Application Ref: 20/11066/TCA Application for Work to Trees in a Conservation Area Proposal: - T1 - Cedar tree - 25% crown reduction & reshape. At: St Anne's Cottage, Stitching's Lane, Hilcott, Pewsey, Wiltshire, SN9 6LD North Newnton Parish Council resolved "No Objection" **Delegated Authority noted**

6 **COVID-19 Volunteer Update**

Clerk & Cllr DB reported that neighbours were continuing to help one another with a few requests covering collection of prescriptions via the volunteer group. A letter of thanks had been received from PCCA for the donation towards their support to our and wider Pewsey Vale Community. The Chair requested that help contacts be highlighted again in the latest Messenger; **A Big Thank You to our wonderful neighbours who continue to help each other in these difficult times, and a reminder that we continue to have our group of volunteers working behind the scenes helping collecting prescriptions/essential shopping etc. Bottlesford & Hilcott contact Gill clerk@nnpc.org.uk or 07979866387 and for North Newnton Marcus Chair@northnewnton.pc@gmail.com or 07467 535622. Action: Clerk to ensure details in the latest Messenger.** Clerk

7 **Village Hall Update**

Chair of the Village Hall Trustees had provided a written update to Councillors prior to the meeting outlining the October survey results and requesting as now completed Stage 3 of the RIBA project brief in November and December, the approval of an invoice for £1,224 from Patrick Wilson Architects. 3 Representatives of the VH were in virtual attendance and the Village Hall Chair spoke in support for the release of funds to pay for this; 2 plans had been presented to parishioners to see which option they liked, results were published on the Parish Council's website and now it is about taking the Village Hall forward. She referred to the decision on 14<sup>th</sup> January 2019 when in her opinion £5,000 was ring-fenced for preparation and preliminary work and that no pre-conditions were imposed or memorandum of understanding imposed. The Trustees were planning for a new build for the Village Hall and she asked Councillors to pause and reflect; a new build for the community of NN Parish, a new Village Hall that could last for another 100 yrs. Instead of getting into the detail she asked Councillors to reflect back over the last year, she agreed there had been misunderstanding but particularly in the spirit of community, as a Village Hall Trust, assess their findings and agree to pay this invoice for preliminary and preparation work. As part of this invoices work they had submitted a planning application on the 7<sup>th</sup> January and an application for demolition (not yet formally received for comment to the Parish Council). The Planning Application would be a time for the Parish Council and Parishioners to comment on the details, have their verbal input, and comment on it. After one year she was hoping we could all look forward.

Cllr MM was fully in support of paying the invoice as part of ongoing support to the Village Hall Trustees and believed enough information had been provided to reverse the motion agreed at the last meeting to pause funding for the Village Hall until sufficient feedback had been received from Parishioners on the Village Hall and that a majority indicate support for taking forward the Village Hall and that the final decision on funding returns to the Parish Council. **Cllr MM proposed motion "to pay the invoice as submitted". "Cllr TE suggested an amendment to the motion "to release payment for this invoice only".** Cllr OCS went on to stress her understanding of the budget agreement in January last year was not a ring-fenced sum of £5,000 for the Village Hall rather a budget provision, and as every budget heading in the PC finances had to be

scrutinised individually before being agreed and released. In Cllr TE's opinion with these difficult times there were other considerations to be made, particularly as we are aware that the NN Church are also looking at the ability to provide Parish Meeting space. He alongside Cllrs OCS & DB did not believe enough support had been shown from the survey, with a 16% response rate for the Village Hall plans, no concerns addressed of parking, sustainability and no business plan submitted but they were prepared to offer and support this amendment. The chair also agreed with Cllrs OCS & DB regarding issues not yet addressed on sustainability, parking and that not enough Parishioners had replied supporting the plans. The Chair did not agree to the initial or the amended motion. **Amendment to the motion Cllr TE, seconded Cllr OCS. Agreed by 4 Councillors "to pay this invoice".**

**Action; Clerk to arrange payment.**

Clerk

8 **Neighbourhood Plan**

Cllr MM reiterated that the Parish of NN is within an AONB (Area of Outstanding Natural Beauty) and together with the Hilcott Conservation Area any planning application for development needs to be considered against these statutory designations, which had been verified by North Wessex Downs. Cllr TE reiterated the fact that he had withdrawn his property and land as a potential development site (adjacent to the "triangle area" within the corner of Rushall road/Woodborough road). The NP is not yet complete and no further work has been possible on it, discussion was had about seeing if we could publish the separate Design Statement (DS). **Action: Cllr MM to liaise with Wiltshire Council to follow up the potential of publishing the DS on its own.**

Cllr  
MM

9 **Finance**

(1) **Bank Reconciliation (April – December. 2020)**; Clerk reported balance of £10,236.56 with unpresented cheques (Treasures Account).

(2) **20/21 Budget review & changes**; Expenditure running in accordance with set budget for most categories. Financial Sub-Group will meet to assess the finances within the last quarter for working towards the end of the financial year.

(3) **Cheques to be signed/ratified; Ch. No. 693 Netcetera (email addresses) £11.99, Ch. No. 694 Clerk Expenses £15.82, Ch. No. 696 Clerk Salary adjustment £16.73, Ch. No 687 Netcetera £1.49, Ch. No. 698 £55 Pewsey Vale Tourism Partnership, Ch. No. 699 PCAP £200, Ch. No. 700 £15,000 Wiltshire Council (CATG footpath payment), Ch. No. 701 £250 Pewsey CCA (Coronavirus Community Action), Ch. No. 702 Parish Steward £23.31, Ch. No. 703 Clerk Expenses £22.51, Ch. No 704 £60 Tim Gent (grass cutting), Ch. No. 705 SSE (Village Hall) £45.63, Ch. No. 705 North Newnton PCC £200 Cemetery grass cutting, Ch. No. 707 GeoXphere Parish Online. All agreed.**

(4) **Budget 21/22 & Precept for agreement.** The proposed budget formulated by the Finance Sub-group had been circulated to Councillors prior to the meeting. Cllr TE queried about the proposed surplus £630 for 21/22 but we were proposing a surplus of £6,150 from this financial year. Chair responded that this was only an estimate at this period of time (still have last quarter spend to undertake and review) and it was likely that this figure would be lower by year end. The projected surplus was estimated considering an underspend against the following budget headings; Village Hall Project, Councillor/Clerk Training (suspended due to COVID-19 reasons), AGM (cancelled due to COVID-19), grass cutting at 7 stars (weather reduced cuts required), asset repairs (none required to date), other projects (none carried out). Cllr MM asked for clarification on the heading Parish Space; Chair replied it was a heading to recognise that we would be asked next year for financial contribution for

helping the creation of Parish Space (meeting, community use) as it was known that at present both the Village Hall Trustees and the North Newnton PCC were both investigating the creation of such. Cllr MM asked that if S016 costs were not as great as the allocated £3, 6350 then the surplus would be added to the Investment account, Clerk confirmed she thought this would be the case and the costs were an estimate to cover legal and planning fees. Cllr TE asked about Traffic Calming budget line; Financial Sub-Group had recognised that lots of complaints this year about traffic speed, volume and impacts to our community, as a Council we were beginning to look at SID (speed indicator devices) and the potential for white gates and/or increased speed warning marking on roads and would need a budget to supplement any CATG grant towards this. Cllr TE also asked about the NN pavement worried about the large costs involved and perceived “priority worry” for North Newnton also mentioned by Cllr DB; £15,000 had been paid for part of Phase 2 this year, a provision of £3,500 had been made for 21/22. [£7,300 had been allocated for this year’s savings into the investment account, £5,000 already transferred; £2,300 will be transferred in the last Qtr.]. It was acknowledged that this was a major project would be covered later at the meeting but a long term project and a priority pedestrian safety along Rushall and Upavon roads for which the PC has been “saving” for many years. Budget for 21/22; all agreed (although understood this was work in progress and until yearend figures known may change allocated amounts under the proposed budget headings.

**The proposed precept of £15,000 was proposed by the Chair and seconded by Cllr OCS, all approved the figure.** This was a lower figure than last year and brought us back to 2019/20 level. **Action; Clerk to get form completed and submit to Wiltshire Council.**

Clerk

- (5) Update on S106 Monies at North Newnton; as reported under section 3 W Cllr PO will follow up with Wiltshire staff exact requirements for the process of amending the agreement. The idea is to change this (as the original agreement was to financially pay for a playpark at Woodbridge housing development but there was not physical room for this so that the agreement could be changed and it was appropriate to use this money to help pay for the next phase of the proposed NN footpath (as occupants of this housing area will use the footpath). It was noted that this amendment was probably a one off and that is why it requires clarification from Wiltshire Council on the next steps.

## 10 Governance and Procedures

1. **Councillor Vacancies;** still 2 vacancies. Clerk to attend the virtual zoom briefing on the election due in May 2021 and on the national census taking place in March.  
**Action: Clerk to report back from the briefing any Parish requirements.**
2. Clerk amending our official address to her home address anticipating loss of post box at the Village Hall – ongoing working through as post arrives.
3. **National Census March 2021** – social media information to help promote it across our community – All Parishioners should note at present this is scheduled for March – more information will be put on the website when appropriate, but encouragement to all to complete this.

Clerk

## 11 Projects

- (i) **Bottlesford Bench;** Chair apologised again and would follow up for our next meeting.  
**Action; Clerk to diary.**
- (ii) **Defibulator update;** this was now getting more urgent, delayed due to lockdown but considered telegraph pole near the pond at Hilcott might be a suitable new location.

**Action: Clerk with Cllr TE to follow up with lifesaver or alternative company to find out if this was a suitable new location and what would be involved including permissions from landowner/pole etc. as required.**

Clerk  
/Cllr  
TE

(iii) **SID (Speed Indicator Device) future use or alternatives).** Cllr DB has been investigating purchasing our own device, no exact quote yet received but approx. max cost of £2,000. This would facilitate our own monitoring device to be used across our Parish at own locations. At present we pay £300 (20/21) for the shared use of a SID, which we get 2 weeks every 3 months (8 weeks in total) and so only used in 2 locations (4 weeks at each across the year). A decision was needed as to whether we continue with the shared device or purchase our own. It was recognised that our own device would be very useful, give greater flexibility and full time use however no exact price available. **Agreed to re-consider once exact costings available but in the interim to continue to use the shared device. Action: Clerk/Cllr DB to notify other parishes.**

Clerk  
/Cllr  
DB

(iv) **Traffic Calming; White Entrance Gates (Hilcott, Bottlesford & North Newnton) & greening verges;** Cllr OCS has been researching traffic calming methods to help across the Parish so we can take proposals to CATG for financial support. Costs for a gate pair are in the order of £1,600 but can run to £6,500 for 2 sets and accompanying traffic calming measures. **Action: Cllrs OCS & MM to work together to firm up some proposals plus costs for a long term plan (identifying first location, 2<sup>nd</sup>, 3<sup>rd</sup> etc.) so that we can submit a first proposal to CATG for 21/22 funding. It was noted our budget already has some provision for traffic calming measures.**

Cllrs  
OCS/  
MM

(v) **Footpath at Rushall Road to Park Road update;** covered under Section 3 & 9 (5) however Cllr MM outlines a full history of the background of the footpath; 4 phases, started with part of phase 2 (Woodbridge corner along Rushall road), approx. 100 metres cost £64,713 NN PC paid £15,000 towards this. £9,300 in investment account plus £3,500 budgeted contribution from 21/22 to put forward for substantive grant from Wiltshire Council for the next phase of working. It was also hoped that the S106 money would also become available for the footpath phases. Phase 1 (CATG 2 refer as Phase 2) takes the footpath along Rushall road 130 metres in length up to the (ex) Reeders Garage area. The longer term phases were along Upavon road providing pedestrian pavement on the dangerous 40MPH section of the road alongside the houses there. Work had been undertaken trying to secure this footpath since 2014 when CATG recognised the safety need for these walkways. It was noted by other Cllrs the large costs involved but we were tied to Wiltshire Council, its chosen contractors and any costs such as moving BT lines etc. Phase 1 had required a soakaway creation. At present it was noted that there was no other immediate need for a pavement across the Parish in any other areas. **Action: Cllr MM should continue to work with CATG to investigate the costs and feasibility of continuing Phase 2 and Phase 1 for Rushall road.**

Cllr  
MM

## 12 Future Items

**Neighbourhood Plan, Bottlesford Bench, Rolling Chair for meetings.**

**The virtual meeting closed at 9.15 pm**

Gillian Tatum Clerk to NNPC [Clerk@nnpc.org.uk](mailto:Clerk@nnpc.org.uk) Tel 07979866387 14/01/2021