

# North Newnton Parish Council (Virtual) Meeting

Monday 2<sup>nd</sup> November 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 - Cllr David Brisker (DB) (Vice -Chair), Marcus Stoneham (Chair of the PC) (MS), Cllr Olivia Campbell Slight (OCS), and Cllr Tom Ellen (TE). In attendance: Gillian Tatum Clerk and 3 Parishioners.

**The virtual meeting started at 7pm**

- 1 Absence apologies and Declaration of interests.** Apologies; Cllr Mac McLean (MM) (Vice-Chair) & Wiltshire Councillor Paul Oatway. Members are bound by the provisions of the Code of Conduct and are required to declare either personal or prejudicial interests; Cllr OCS point 4.2 (Appellant).
- 2 Minutes of Parish Council Meeting 7<sup>th</sup> September 2020.** The minutes were passed by all Councillors and signed by the Vice-Chair as a true record.
- 3 Adjournment. Welcome to the Public.**  
3 parishioners in virtual attendance listening into the proceedings only.

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

1. Application Ref: 20/08811/TCA Application for Work to Trees in a Conservation Area. Proposal:- T1- sycamore - crown lift to 4 metres from ground level G1- crown lift overhanging trees to 4 metres from ground level At: Hilcott Farm House, Hilcott, Pewsey, Wiltshire, SN9 6LE

After discussion & including Cllr MM written views (presented by Clerk) unanimous no objection to this application. **Action; Clerk to notify Wiltshire Council**

Clerk

2. Appeal Mr & Mrs Campbell-Slight Chestnut Cottage, Hilcott, Wilts, SN9 6LE Demolition of existing conservatory and its replacement with a single storey extension side extension. APP/Y3940/W/20/3257698 & 3257696. Delegated letter noted & ratified.

#### **5 COVID-19 Volunteer Update**

With the new lockdown period starting 05/11/2020 for 4 weeks it was noted that we need to check our volunteers are still prepared to help and have the correct PPE (masks)

**Action; Clerk to contact and issue new volunteer cards/ check about PPE as required.**

Clerk

Cllr MS wanted to raise the request to identify our more vulnerable parishioners, as lots had happened since the last lockdown with many facing challenging financial circumstances and might benefit from a food parcel or hot meal delivered (such as Pewsey COVID group (Pewsey CCA) are supplying). He raised a Motion “ **an amount to be earmarked for the support of parishioners undergoing hardship that might require support during this lockdown period, initially £1,000 with delegated authority to the finance sub-group to increase this amount (the process to include round-robin emails to all Councillors like the delegated planning system) so that the Clerk can collate and**

**forward to the financial sub-group for final sign off. Seconded Cllr DB, all Councillors present agreed.** Additional points discussed; buddy system for Tel calls to individuals self-isolating, spread the message via Website, Notice Board, Messenger (if timescale allow) and the WhatsApp group of volunteers. **Action: Cllr DB will lead supported by Chair to help identify those in need.**

Cllr  
DB/  
MS

## 6 Neighbourhood Plan

In Cllr MM absence Cllr DB read out the reply from North Wessex Downs reply “The land between the A345 and the Rushall road is within the AONB (incidentally the whole of NN Parish is within an AONB). Whether it’s within or outside a defined settlement boundary is irrelevant as AONB policies apply equally across the designation. The presumption in favour of development alters between the two”.

Cllrs were still unsure what this reply actually meant. **Action; Revisit at the next meeting with Cllr MM present and his update liaising with Wiltshire Planners**

Cllr  
MM

## 7 Village Hall

**The Clerk read out an update from the Hilcott Village Hall Trust “To: Chair, Clerk and Councillors North Newnton Parish Council**

**Thank you for your collaboration in placing the recent poster for the VH draft plan options on the NNPC website. We have had a 15% response from the parish survey so far and although disappointing in quantity, the quality of replies with praise, comments and suggestions has been very good. Our Project Manager has collated the responses to date, and we have set ourselves a date of 8 November to review them internally before putting in the public domain. We will then decide which if any amendments or changes we make to the draft plan (Option 2 was the clear favourite).**

**We have already included the 20/21 £5000 amount ring fenced by the PC for the VH with match funding bids to the Area Board, the National Lottery, the Co-op fund and others. Funding is of course a big issue and COVID-19 has not helped.**

**Pewsey Area Board has granted us £2000 this month and this will help with demolition and other associated costs.**

**We held a Village Hall Trustees and Management Committee virtual meeting last night (29th) and again, in the spirit of collaboration, would like to invite Councillor OCS to attend our next meeting as a Guest on Monday 23**

**November, as we feel her experience and enthusiasm would be most helpful as we progress with our Project Brief.**

**Cllr DB read out the additional information;**

**PS Attached is a Cost Breakdown which was an Agenda item for your 7 September meeting and has been updated with new dates for the project. This delay has been occasioned due to unavoidable circumstances. We have moved forward into Stage 3. We would ask that you agree and confirm these costs for the ongoing project.**

Clerk highlighted that Cllr MM who could not make the meeting and had requested that discussion on this item be postponed until another meeting that he could attend.

Cllr MS commented with all Councillors agreement that they were happy for Cllr MM to respond to the statement but wanted to keep the momentum going and if a consensus was reached during this meeting regarding the request for confirmation on costs then this should be covered now. All Councillors present agreed. A discussion then followed

with points raised; 15% response was poor and it was estimated that this was potentially only about 30 replies and this was not enough to justify approving approx. £3,200 payment, that we did not have available yet the results to the survey anyway, that the survey only covered 2 options and had parishioners suggested any alternatives? Parking and Financial Sustainability were still issues that had not been addressed, in short no complete dossier on the results yet.

**Cllr MS put forward the motion “Funding for the Village Hall Trust should remain paused until sufficient feedback has 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 to review the results for the Parish Council to determine if it has achieved sufficient Parishioner support”.**

**Seconded by Cllr TE. All Cllrs present agreed. Action; Clerk to inform the Village Hall Trust.**

Clerk

Later in the meeting the Councillors returned to this subject (but reported here as forms part of this item); Cllr OCS asked for clarification about the specific invite to her attending as a guest the next meeting of the Village Hall Trustees and Management Committee on 23/11/2020, the general feeling was that she may be in a compromised position for even if she made it clear attending as a Parishioner all would know that she was also a Councillor. It was felt on balance that as the body were looking for funding from the Parish Council it would be better to decline the offer and seek to identify if there was an alternative parishioner who could offer experience and advice.

**Action; Clerk to draft letter to respectfully decline the offer to Cllr OCS**

Clerk

**Clerk read out an update from North Newnton PCC “The PCC is commissioning a feasibility study into the facilities that they can offer to the community at St. James Church”.** The statement was formally acknowledged by the PC and discussed that the PC would be willing to work with them to see what could be achieved and to find out what they might want from the PC. It was proposed that the PC should have a link Councillor for liaison (but obviously not sit on any sub-group or formal committee) and Cllr TE volunteered and subsequently agreed. **Action; Clerk to write to PCC**

Clerk

## 8 **Correspondence – For Information and discussion as appropriate**

**1. Thank You Lord-Lieutenant;** Clerk reported the thank you card received praising local collaboration, generosity response to the pandemic, the Card had been copied and put on the website and noticeboards (where room).

**2. Footpath at Wilds Farm;** Footpath 16 Hilcott had been reported by the Clerk on Wilts APP <https://www.wiltshire.gov.uk/mywilts-online-reporting> and some minor work has been carried out however the path is still difficult to access with barbed wire and no signage to the alternative gate access. **Action; All to notify the issue on the My Wilts App (the more parishioners who do this for any right of way issue, broken lights, signage the better to help Wiltshire Council identify problems).**

ALL

**3. Dog Fouling;** the Clerk had put signs up on the noticeboards and researched costs. It was confirmed by Wiltshire Council that they have contracted out bins and collection and would only be involved to agree/give permission on where bins can be located. From the prices researched £3 + VAT per bin empty (includes bag and disposal), the cost for 3 bins with emptying once per week £504 + VAT. Bin costs were in the region of £146 (heavy duty plastic round bin) plus fixing costs £93 +VAT and free standing litter bin £187. Cllr TE reported that dog bins in the adjacent Parish had recently been taken down and wondered if the PC had found difficulties (the Clerk had written to several parishes and had no response about their bins). Clerk report on Cllr MM behalf that he did not support the idea of putting up dog bins. **Motion Cllr TE Proposed “that we take**

no further investment action on providing dog bins, but we re-visit the position in 6 months' time, that in the meantime we remind Parishioners of the need to clean up after their dogs". **Seconded Cllr MS, agreed. Action; Clerk to highlight on website, Messenger and all to consider requirement and location for additional signage.**

Clerk  
/All

**4. Speedwatch resignations Rushall Road and Upavon Road;** Clerk reported all the volunteers had now resigned, one commenting that he no longer thought it acted as an effective deterrent to speeding. It was acknowledged that speedwatch was a long process and required dedicated trained volunteers. Item 11 (iv) brought forward on traffic calming. Cllr OCS had put forward the idea of investigating the potential of erecting "White" gates at each of the parish's settlement locations to emphasise the start of villages and physically remind drivers to slow down. In addition to look at greening verges with bulbs and wildflowers to again emphasise community entrances. Cllr MM had sent his interest to help support this initiative. Cllr TE highlighted the potential for painted zones on the road coupled with the gates to provide positive reinforcement about traffic slowing. All agreed it was a potential project for 21/22 budget. **Action; Clerk to write to Speedwatch retiring volunteers to give our thanks, finance sub-group to look at a financial provision for traffic calming for 21/22 and liaison with Cllr MM for support and follow up with CATG.**

Clerk  
/Cllr  
MM

## 9 Governance and Procedures

- 1. Councillor Vacancies;** We still have 2 vacancies and welcome interest from anyone living or working in North Newton (for 1 yr., aged over 21yrs.) to contact the Clerk or any Councillor for more information .
- 2. Area Boundary Changes;** Clerk reported the proposals, NN stays under the same Area Board but it will be re-named Pewsey Vale West; change noted.
- 3. Clerk Appraisal;** the process has commenced with a meeting with the Clerk, Chair and Cllr OCS. Chair to forward draft of appraisal to Clerk before the next meeting in January. **Action; Chair, Cllr OCS & Clerk to complete appraisal process by January.**

Chair

## 1 Finance

- 0 (1) Bank Reconciliation (April – Sept. 2020);** Clerk reported balance of £11,658.68 with unpresented cheques (Treasures Account).
- (2) 20/21 Budget review & changes;** Expenditure running in accordance with set budget for most categories.
- (3) Cheques to be signed/ratified;** Ch. No. 686 £190.91 re-issue WALC subs, Ch. No. 687 £150 NNPCC Cemetery maintenance, Ch. No. 688 £300 Francis Clegg Cemetery clearance works , Ch. No. 690 SSE £44.14 Elec. Defib. Costs, Ch. No. 691 £51.51 Clerk expenses Ch. No. 692 £48.36 Clerk national pay award backdated April-Sept. All agreed.
- (4) S106;** Cllr MM absent but Clerk reported on his behalf that a letter had been sent to Acorn Director and we were waiting for a reply. **Action; to be reviewed at next meeting.**
- (5) Budget 21/22 Preparation by Finance sub-group Nov/Dec and preparation for Precept calculation;** Cllr MS outlined that he was proposing the sub-group would meet/virtual regarding the preparation of next year's budget and was of the opinion that we should strive to take the precept back to 19/20 level in view of COVID-19 and huge financial pressures on all parishioners and wanted to know Cllrs views. Discussion points; recognise challenging times, pressure to reduce financial demands on Parish, desire for greater flexibility for our budget to meet the challenging and changing environment, so we have a much bigger contingency pot and reduce down other budget headings. Clerk reported on behalf of Cllr MM the desire to keep

Cllr  
MM

precept at same level. **Motion Cllr MS amended by Cllr TE to cover increase for flexibility to contingency; “as an end goal, where possible to reduce the precept to the 19/20 level and give flexibility to increase the contingency budget heading and make reductions accordingly across other spend areas”, seconded Cllr DB, all agreed.**

## 1 Projects

- 1 (i) **Report back on mini Clean-Up;** Cllr DB reported success of the mini-clean up despite the restrictions and difficulty of a clean-up at this later time of year. Cllrs gave a vote of thanks to Cllr DB for organising and to the assistance of the Clerk. Thanks to all who took part and to Easterton Parish Council for the loan of the equipment. **Clerk /Cllr MS**
- (ii) **Bottlesford Bench;** Chair apologised and would follow up for our next meeting. **Action; Clerk to diary.**
- (iii) **Defibulator update;** Lifesaver had carried out the annual checks and issued certificates, the pads for the Hilcott defib require change in January (Clerk to diary order). The company have confirmed that no electricity supply is required (can be stored in cabinets without heating) but advise lining with polystyrene to provide protection from freezing. A discussion followed about moving the Defib. at Hilcott (as will lose electricity with demolition of the Village Hall), possible location by Hilcott Pond or St. Martins Close Bottlesford. **Motion Cllr DB, seconded Cllr TE; It was proposed to investigate a new location to enable moving ASAP and to ask Lifesaver for advice/help as appropriate, all agreed. Action; Clerk with all Cllrs assistance to find alternative location and liaise with lifesaver as appropriate on lining and re-positioning.** **All**
- (iv) **Footpath at Rushall Road to Park Road update;** Clerk reported that Cllr MM was meeting with Wiltshire Council on site to produce costings for the next phase of the footpath. Discussion; Cllrs are concerned of any increase in the cost and suggested if it could be investigated if the surfacing were of cheaper materials compacted and not tarmac (if could meet footpath specification). **Action; Cllr MM asked to follow up.** **Cllr MM**

## 1 Future Items

- 2 **Budget 21/22 & Precept, Village Hall, Neighbourhood Plan, Bottlesford Bench, Rolling Chair for meetings**

**The virtual meeting closed at 9.20 pm**

Gillian Tatum Clerk to NNPC [Clerk@nnpc.org.uk](mailto:Clerk@nnpc.org.uk) Tel 07979866387 06/11/2020