

# North Newnton Parish Council (Virtual) Meeting

Monday 8<sup>th</sup> March 2021 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: Gillian Tatum Clerk and 1 Parishioner. **The virtual meeting started at 7pm**

1 **Absence apologies and Declaration of interests.** Apologies: Cllr Paul Oatway (as clash with the Area Board Meeting). 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 Extraordinary Parish Council Meeting 22<sup>nd</sup> February 2021** The minutes were approved by all Councillors and signed by the Clerk on behalf of the Chair as a true record.

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

1 parishioner in virtual attendance. No questions.

4 (1) **Planning Applications for Statutory Consideration**

**Application Ref: 20/11500/FUL Application for Full Planning**

**1. 21/01470/FUL Application for Full Planning.**

**Proposal: - Construction of two agricultural buildings, hardstanding, widened access and associated works (part retrospective). At: Wilds Farm, Hilcott, Wilts, SN9 6LE**

Cllrs were disappointed that this was a predominantly retrospective planning application and that the 2 barns and new access were already in place. Whilst recognising the value of farming in our Parish and supporting their activities there was a need to recognise the location of this farm within an AONB and immediately adjacent to the conservation area close to listed properties. After a lot of discussion and debate about the applications , particularly taking into account views assuming the application had been submitted before erecting the buildings, Cllrs had unanswered questions and concerns (the accompanying letter and details listed within the application were not available). Cllrs were also aware of past Parishioners complaints about HGV movements associated with the farm and the resulting mud/impacts on highway verges.

1 Cllr no objection, 1 abstention, 3 Cllr Object. Resolution “ Whilst recognising the value of farming in our Parish, Cllrs are objecting to this application for the following reasons; disappointed that this is a retrospective application with the new widened access already resulted in loss of hedgerow, impact of the development with an AONB and immediately adjacent to Conservation Area, concerned about detrimental impact on nearby listed properties, the resulting increased HGV movements associated with the increase in farm activity on narrow access road (including impacts of mud on the road and damage to road curtilage) , concern additional water discharge from the hard standing and effluent drainage requirements from the use of the buildings (no details given). **Action: Clerk to inform Wiltshire Council**

Clerk

4 (2) **Consultation by Wiltshire Council on Wiltshire Local Plan Review and Gypsy and Travellers Plan;** No comment. (This item was requested on the Agenda by Cllr TE).

5 **Finance**

(i) **Bank Reconciliation (April- February 2021);** Clerk explained the error with the latest transfer which had now been rectified so that this had been transferred back to the Investment Account, such that the closing balance is £5,647.84.

(ii) **20/21 Budget Review** – The financial sub-group had met virtually to review the current

budget as nearing year end, at present 82% spent, expecting Clerk pay and minor bills for last few weeks, projecting approx. £5,000 to carry forward for 21/22.

(iii) **Proposal to change Clerk hours per week to 7hrs.** Chair outlined the proposal Clerk had submitted to financial sub-group showing that with overtime actually undertaken last year this would regularise the hours of working already being undertaken and would result in a budget increase of £287. All agreed to commence April 2021. Clerk to amend budget for 21/22 and contract of working.

(iv) **The following cheques were ratified by the Council; Ch. No. 708 Westwood Associates £30 software, Ch. No 709 Village Hall £1224, Ch. No 710 £4.56 Clerk Expenses, Ch. No 711 £88.80 defibrillator Batteries, Ch. No. 712 £2681.70 transfer to Investment Account, Ch. No. 713 £311.88 Clerk overtime (whole yr. cumulative).**

(v) **Budget 21/22; again reviewed by finance group** – with the review of the budget the finances carried forward had been reduced to around £5,000. Adjustment to increase the Clerk pay allocation following decision (iv). Clerk to distribute new budget which will also be finally adjusted following year end. **Action: Clerk to update and distribute**

Clerk

(vi) **S106;** Cllr MM outlined update from Cllr PO that he is working with Nick Clark Wiltshire Planning Officer who has requested further information about the pavement project at NN subject for the transfer for the Deed of Variation. Cllr PO is dealing with this information assisted by Cllr MM. **Action: To review the progress at the next PC meeting to decide what action, if any, required to speed up this process. Clerk to diary**

Clerk

## 6 Correspondence

1. **CPRE and Best Village Competition Invitation;** Clerk outlined invitation to take part, application deadline 26<sup>th</sup> April. NN Parish has not entered before, however recognised difficulties due to COVID and resources. It was decided to consult with Parishioners to see if they want to take part, if so, as a whole Parish or individual settlements as a first try. **Action: Clerk to put invitation in Messenger, Website, notice Boards, any social media contacts to gauge reaction.**

Clerk

2. **21<sup>st</sup> March Census 2021** – Another reminder for ALL PARISHIONERS to take complete the national census undertaken every 4 years. Information on our website <https://nnp.org.uk/2021/01/15/national-census-coming/>

3. **PCC** – update from Liaison Councillor TE who had met on site socially distanced with a reps from St. James Church; the Church is assessed every 5yrs by an Architect, it's in good condition, no apparent damp, inside 90m2 capacity of around 130 with moveable pews @ 100 capacity. Church are looking at lifting floor boards and installing underfloor heating, creating a kitchenette nr the West door (moving font), supplying water from a hydrant adjacent to the car park for the kitchen and installing an external toilet hidden behind the church on the North wall near the West entrance. A new path would also be created from the car park to this access. Car parking could be increase to 16/18 with some remedial work. At this stage, all plans/options are subject to Diocesan approvals/changes. The Church would like to make its facility available to the Parish including the Parish Council for meetings and as their plans mature welcome comments and support. Moving pews will also provide a large space. The plans were welcomed by Cllrs who hoped to host next physical meeting there (when COVID rules allow) and asked Cllr TE to continue to liaise with the PCC.

Cllr TE

## 7. COVID-19

1. **No changes on volunteer requirements**

2. **Clerk reiterated that as the legislation stands Virtual Parish Council meetings can no longer take place from 6<sup>th</sup> May 2021.** A possible venue is St. James Church, however national restrictions do not allow meetings inside until 17<sup>th</sup> May onwards (must be COVID-19 compliant venue with 50% use of capacity only). We will know if any changes to Councillors on 9<sup>th</sup> April and can therefore make the decision then whether we can squeeze in a last virtual meeting in early May. **Action: Clerk to review 9<sup>th</sup> April and inform if any change to legislation in the meantime.**

Clerk

8 **Governance & Procedures**

1. **Election Process** – Clerk reminded all Councillors (and any interested parties) that if they wish to continue/stand as a Parish Councillor then the nomination forms MUST be hand delivered to Council House, Bourne Hill, Salisbury, SP1 3UZ Wiltshire by 4pm 8<sup>th</sup> April. Forms and more information can be found here <https://nnpc.org.uk/2021/02/18/do-you-want-to-be-a-parish-councillor/>. If there are more than 7 nominations (there are 7 seats available for NN) then a formal voting will take place on May 6<sup>th</sup> 2021, if not all nominated candidates automatically become Councillors.
2. Proposed date and venue for next meeting; See 7.2

ALL

9 **Projects**

1. **Defibulator Actions & Notice Board relocation given notice to move by 29<sup>th</sup> March**; a long discussion on potential sites that Cllr DB had looked at for relocating the defibulator. It was agreed Cllr DB will speak to those concerned for 1 site and Cllr MM for another favoured location. Clerk will check with Community Heartbeat Trust (CHT) what is involved to be an Administrator and will take over these duties with Cllr TE carrying out the monthly checks for both defibulators. If we cannot move in time to a new site, it will be stored in Cllr TE garage. Investigation on the site requirements would be confirmed by Clerk after liaison with CHT. Cllr DB will liaise with Village Hall Trustees to find out requirements for moving the Notice Board (hoping footings can stay) and will sort out transport and storage if required. Again the new site to be discussed with site owners as required by Cllr DB & Cllr MM. Clerk to check planning requirements (if any) once site been agreed. **Actions: As above.**
2. **Traffic Calming: White Entrance Gates & greening verges; traffic calming has been identified as a priority need for next year’s budget.** Due to limited resources a priority order needed to be agreed and after discussion Hilcott was proposed by Cllr MS (seconded Cllr OCS) all agreed and so chosen as the first area to scope (numerous traffic complaints from Parishioners have been made over the last couple of years). A request needs to be made to Wiltshire Highways to scope potential works to include; gates by Hilcott entrance signs, road markings show 40 MPH and any other appropriate traffic calming. They will then help develop a specification and cost for the Parish Council to consider. **Action: Cllr MM/OCS to contact highways for next steps to investigate potential traffic calming for Hilcott, looking subsequently for contribution from CATG**  
**Green verges** –it was noted that NN have adopted “green verges” policy from Plant Life – Cllr OCS to contact about natural appropriate plant seeds and bulbs to help with greening verges . **Action: Cllr OCS to contact Plant Life** <https://plantlife.love-wildflowers.org.uk/roadvergecampaign>
3. **Footpath at Rushall Road to Park Road update**; Cllr MM reported that CATG has maintained this project as 3rd place on the priority list. BT & Tata utilities need to be surveyed for the next phase and this will cost £4,000. This will be taken from the £5,000 allocated within CATG budget. A fully costed design will then be produced for the next phase.

Cllrs  
DB,M  
M &  
TE  
Clerk

Cllr  
OCS/  
MM

Cllr  
MM

10 **Future Agenda items**; S106, Traffic Calming, Neighbourhood Plan, Bottlesford Bench, Clean Up.

**Future Parish Council Meetings:** Awaiting Election Process to then set next meeting in May 2021.

**The virtual meeting closed at 9.30 pm** Gillian Tatum Clerk to NNPC [Clerk@nnpc.org.uk](mailto:Clerk@nnpc.org.uk)  
Tel 07979866387 12/05/2021