

North Newnton Parish Council Meeting  
Monday 13th June 2022 at 7pm at The Seven Stars Public House, Bottlesford  
Minutes

**Present:** Cllr Tom Ellen (TE) (Chairman), Cllr Andy Gray (AG), Sean Devine (SD) and Cllr Paul Oatway (PO). In attendance: Parish Clerk Rosie Charnock (RC), 2 Parishioners.

**22/1 Matters of the Council**

**Absence, apologies and declaration of interests**

Apologies from Councillors: David Brisker, Tony Mulliken and Richard Cook, parishioner Carolyn Whistler.

No declarations of interest declared.

**22/2 Approval of Previous Minutes**

Approved by councillors. Two copies of the minutes of the North Newnton Parish Council Meeting Tuesday 3rd May 2022 were signed as a record by the Chairman.

No matters arising.

**22/3 Adjournment: Welcome to the public**

Parishioner present asked who owned the land between the fence and the footpath at the new houses in North Newnton, some shrubs have been planted and are encroaching onto the footpath. TE explained that from viewing the plans, that this land belonged to the occupiers of the house. AG: if any foliage is encroaching onto a footpath then this is an issue and it must be sorted out for pedestrian and user safety. Councillors agreed to seek advice from PO.

**22/4 Update from Wilts Pewsey Vale West Councillor Paul Oatway QPM**

PO updated that he is in discussion with Highways Agency to try to keep the North Newnton Footway Project moving forward before 2023.

£1.2 million has been secured for a rural transport project to serve the Vale of Pewsey. The aim is to have this bus service up and running by 2023, discussions are currently taking place about how this bus service might work best, in terms of routes, timings and bus sizes. Practical considerations like trying to link up with train times and main route bus times are also being taken into account. It will be a booked service, where passengers will have to phone in advance of their travel.

AG: Could new bus service work like the Urchfont community bus and be hired out for evening events within the Vale of Pewsey, with only three local taxi companies it can be tricky when hosting large events such as weddings in the area? PO responded that this is also something that is being discussed in this planning stage of the project.

**22/5 Reports from External Meetings**

TE reported back from the LH&FIG meeting on 4<sup>th</sup> May. They confirmed that Issue 6915, the North Newnton Footpath project, will commence on 24<sup>th</sup> January 2023 and work will continue for 25 days and include a road closure. We/PO are seeking an earlier commencement. The improvements in traffic calming measures in the area have seen road markings repainted, but there are still improvements needed to road signs and some markings. TE and SD will meet with PO and Highways to discuss this further.

TE reported back from Pewsey Area Board meeting on 23<sup>rd</sup> May. At the meeting (Minutes Item 18) they corrected previous minutes from the Board Meeting on 28<sup>th</sup> February regarding the CATG Update to read: 'Mr Mac McLean was speaking as a member of the public and not representing North Newnton Parish Council as he had resigned as a councillor on 24<sup>th</sup> February 2022'. They also endorsed the LH&FIG minutes from 4<sup>th</sup> May. TE provided printed copies of the minutes from both meetings for councillors and parishioners present to view if they would like.

**22/6 Queen's Platinum Jubilee Celebrations.**

TE – there are eight mugs remaining from the 72 that were ordered. Motion raised to donate six of the mugs in thanks to: PO, Carolyn Whistler, Graham from the Seven Stars, Sue from the Woodbridge Inn and two to RC's daughters who are six and eight. Richard Cook and AG to purchase the last two at cost price of £7.30 each.

**TE proposed the motion, all voted in favour. NNPC thanked Tony Mulliken for all his hard work in organising this project.**

## 22/7 Projects:

**1: SIDS Update:** SID up and running, it will need to be moved every few weeks to remain effective at reducing driver's speed. SD would like to discuss location when it is moved to Rushall Road. The SID that is shared with Rushall is set to the speed limit of 30 (for Rushall), when in North Newnton it should be 40.

**2: Martins Close Bench Update:** the bench is in location and positive reports received from local residents. This item can be removed from future agendas.

**3: North Newnton Footpath Update:** TE setting up meeting to discuss a proposal for LH&FIG regarding informal permissive footway/gravel footpath with gated access in field on eastern side of Upavon Rd (Footway Phase 4). PO, SD and Mark Stansby to also advise on this.

**4: Jubilee Phone Boxes Update:** SD: boxes have been generally well received. The owners of the Woodbridge pub have received positive feedback too. There was concern from a parishioner that the phone box outside the Woodbridge Inn was listed and must remain red, this has been investigated and it is not the case. There is some discussion as to when the boxes will be returned to the original colour; a parish view will be sought at the Annual Parish Meeting in May 2023.

**NNPC thanked SD for all his hard work in painting the phone boxes in the Jubilee colours.**

## 22/8 Road Safety

**TE raised motion to obtain a speed survey for Rushall Road, all voted in favour.**

## 22/9 Finance

**1: Bank Reconciliation:** Significant expenditures this month are clerk salary (£322.37) and paint for phone boxes. VAT return for 2021/2022 amounted to £703.64 and has been paid into the account.

**2: Cheques to be ratified:** £42 to Westwood Associates (RC has emailed them and they have responded to say that they will bank this cheque shortly) for virus protection, £108.94 to SD for paint for phone boxes. SD has not yet had a chance to deposit this cheque, will do so shortly. There is a delay with Lloyds setting up new signatories for the bank account, RC presented TE with new mandate forms to be signed and sent off ASAP.

**3: Cheques to be signed:** £35.40 to reimburse TE for Annual Parish Meeting refreshments, £60 for Parish Online Annual Subscription, £33.50 for clerk expenses, £40 for annual Defib check. Cheques taken by TE to be signed by signatories and returned to RC to send off ASAP.

**4: Finance Sub-Committee:** TE explained that in the past two councillors and the clerk had formed a finance sub-committee who met to help prepare the budget which in turn provides input to Wilts Council for them to set the precept, collected through Council Tax. This budget would then be discussed at a full parish council meeting. TE questioned whether we can make decisions about this with only three councillors present. AG stated that he is happy to pass a motion to create a finance sub-committee, but that councillors cannot volunteer to sit on the committee at this meeting as not everyone is present.

**ACTION: RC to put finance sub-committee on next agenda.** In the meantime, TE will check the internal control check list with RC.

TE: The council has been made aware that there is a six month delay on ordering new Defib batteries, the defibs in Hilcott and North Newnton have approximately six months left on their battery dates (30 Nov 22). The person who services the defibs assures the council that the dates are not exact. TE raised question: should we order new defib batteries now? AG suggested that we find out the cost first and then discuss at the next meeting.

**ACTION: RC to find out costs of new defib batteries and report back.**

RC: Cllr TM has asked to raise the motion to purchase a gift for Rupert Chandler who has successfully moved all the old email system onto the new parish laptop free of charge.

**TE raised motion to purchase a bottle of gin, all voted in favour.**

**ACTION: RC to purchase gin and give to Rupert with thanks from the NNPC.**

## 22/10 Clerk and Councillor Training:

**1:** RC explained about the content of the ILCA (Introduction to Local Council Administration) and that it would provide her with more of an understanding of how parish councils operate and then in turn she would be better equipped to advise councillors in the future. The cost of the course is £120 + VAT.

**TE raised the motion that the PC should fund this training, all voted in favour.**

2: TE mentioned that in the past there had been sessions ran locally by Wilts Assn of Local Councils (WALC) for new councillors.

**ACTION: RC to contact Deborah Bourne at Wiltshire Council to enquire about such courses.**

#### **22/11 Councillor Responsibilities**

TE discussed the four priorities highlighted by the Pewsey Area Board (positive activities for young people; protect the environment and reduce carbon footprint; improve bus services and access; health and wellbeing). TE questioned whether the NNPC should mirror this and assign councillors to these different areas? AG pointed out that these four responsibilities may not all apply to the NNPC area, perhaps it might be better to keep these responsibilities as items to discuss in full parish council meetings.

**AG motioned to not mirror the organisation of the Pewsey Area Board, all voted in favour.**

#### **22/12 Future Agenda Items:**

De-Fib batteries potential purchase, review of standing orders, finance sub-committee

#### **22/13 Dorset & Wiltshire FRS Local Scrutiny, Thursday 1<sup>st</sup> September and 1<sup>st</sup> December 10am – Noon.**

Discussion raised as to what this entailed and whether NNPC attendance would be of value.

**ACTION: RC to find out meeting details and report back at next meeting.**

**LH&FIG** Wed 20<sup>th</sup> Jul 2pm. TE to attend.

**Pewsey Community Area Partnership, Thu 21<sup>st</sup> Jul, Easton Royal Village Hall, 7pm.**

**ACTION: RC to ask councillors for availability nearer the time.**

**Pewsey Area Board, Mon 19<sup>th</sup> Sep, 7pm.** TE to attend, hopefully another councillor too.

#### **22/14 Future Parish Council Meetings 2022:**

TE suggested moving meetings to Woodborough Parish Room, at £20 for two hours, it is a cheaper alternative to the current meeting venue.

**TE raised motion to trial the next meeting at Woodborough Parish Room, all voted in favour.**

**Monday 25<sup>th</sup> July 2022, Woodborough Community Room, 7pm.**

**Monday 5<sup>th</sup> September 2022, 7pm, Location to be confirmed.**

**The meeting closed at 8.04pm**

**Rosie Charnock, Clerk to North Newnton Parish Council** [clerk@nnpc.org.uk](mailto:clerk@nnpc.org.uk)

<b>Completion</b>	<b>Action Required</b>	<b>Person</b>
25 <sup>th</sup> Jul 22	Find out costs/options of new Defib batteries	RC
25 <sup>th</sup> Jul 22	Purchase and present gift to Rupert Chandler	RC
25 <sup>th</sup> Jul 22	Enquire about new councillor courses, enrol RC onto ILCA course	RC
1 <sup>st</sup> Sep 22	Find out more details about DWFRS Local Scrutiny	RC
21 <sup>st</sup> July 22	Check councillor availability for PCAP Meeting on 21 <sup>st</sup> July 2022	RC
Next PC Mtg	Apply for speed survey on Rushall Rd	TE
Next PC Mtg	Check changing speed setting on shared SID	TM
As required	Assist with collating 'Messenger' – awaiting dates – other PCs if aval	TE
ASAP	Coord cheque and mandate signing (local individual)	TE