

North Newnton Parish Council Meeting
Monday 17th October 2022 at 7pm at Seven Stars, Bottlesford
Minutes

Present: Cllr David Brisker (DB) (Vice-Chairman), Cllr Andy Gray (AG), Cllr Sean Devine (SD), Cllr Tom Ellen (TE), Cllr Richard Cook (RiC) and Wiltshire Councillor for Pewsey Vale West Cllr Paul Oatway QPM (PO). In attendance: Parish Clerk Rosie Charnock (RC). Three parishioners.

22/ Matters of the Council

36 Absence, apologies and declaration of interests

Apologies from Councillors: Cllr Tony Mulliken (TM).

22/ Minutes of the Parish Council Meeting 5th September 22 were presented for approval. TE
37 questioned the original wording in item 22/29 1: Hilcott Village Hall Committee update. The decision was made to state that "An NNPC Councillor will attend Hall Committee meetings to liaise on behalf of the parish council", rather than joining the committee. This amendment was made and signed by the Vice-Chairman DB.

Review of Matters arising:

Action	Person	Outcome
Produce an image detailing phases for the North Newnton footpath project to share on the website and noticeboards.	TE	The image is ready and will be given to the clerk after the next LHFIG meeting.
New post to be installed in Hilcott, ready for SID	RiC	The size of the required post has been figured out and not the cost is being investigated.
Contact Mark Stansby to enquire about new road signs for markings available for the area (e.g. hidden entrance).	TE	TE will provide the clerk with a link to put on the NNPC website for people to access regarding signs.
To find out how internal controls have been carried out in the past and decide how best to continue with these.	TE/RC	TE is happy to take on the role of completing internal controls. RC and TE will arrange a time to do this before the audit.
A councillor will need to represent NNPC at the Hilcott Village Hall Committee meetings.	TM/RC	RiC will attend meetings to represent the NNPC.
Email SLCC regarding ILCA start date	RC	RC has now started the ILCA qualification
Find out cost of replacement electrodes for defib	RC	RC emailed Community Heart beat and the electrodes cost approximately £46

22/ Adjournment: Welcome to the public

38 A Parishioner raised the issue of the footpath at the rear of the new houses near Park Road in North Newnton. She stated that there are plants coming through the footpath and it needs to be fixed and the tarmacking repaired. PO responded that he would raise this as an action with Wiltshire Council. Another parishioner also noted that the shrubs on these paths were very overgrown and making it hard to pass, this parishioner had also emailed the parish council regarding this. It was suggested that either a councillor could visit these properties and ask them to cut back the shrubs, or a letter could be sent out. DB also noted that the shrubs are adding to the visibility problems at this junction. ACTION: TE to knock on the doors of these homes and ask about cutting back the shrubs.

22/ Update from Pewsey Vale West Wiltshire Councillor Paul Oatway QPM

39 PO: there is a new national code of conduct to be voted on at the Wiltshire Council meeting on Tuesday 18th October 2022. If approved Parish Councils will be encouraged to take on this code of conduct to improve consistency across councils. PO will update NNPC at the next meeting.

The Parish Steward scheme is to be extended, so that there will be two additional parish stewards to be employed by Wiltshire Council to help.

The highway funding increase will be shared between area boards, the long-term weather forecast for the Winter is not too cold, but areas are being encouraged to set up community warm spaces to help people during this time. Wiltshire Council are putting together an interactive map of where these warm spaces will be and this will be available shortly.

AG asked PO about 20mph speed limits. What are his suggestions and thoughts about how to get this to happen? PO responded that the first action is to set up a speed assessment for Bottlesford, thinking carefully about where to place it. ACTION: PO to email RC the link to set this up, RC to email PO regarding this.

PO reminded councillors that there are things to consider in 20mph zones, such as community speed watches are not allowed in these zones, despite being allowed in 30 and 40mph zones.

AG asked if communities can buy fixed speed cameras. PO explained that the police do not support this as a proposal due to who is then responsible for the camera, it's calibration and maintenance.

PO suggested that the council email the Police Crime Commissioner to ask for a speed enforcement officer to visit the area. ACTION: RC to email Police Crime Commissioner on behalf of NNPC requesting this.

SD: We could also push for more volunteers to join the community speed watch in the parish.

ACTION: RC and DB to come up with poster for noticeboards and website encouraging volunteers.

22/ Updates from Committees

40 1: Hilcott Village Hall Committee: RiC attended AGM representing the NNPC and provided feedback from the meeting, Carolyn Whistler had also sent through documents from this, which RiC also used to give his feedback. The committee have applied for a lottery grant. There is a set of plans for the new hall and these are being re-assessed to make it more cost effective. The funding for fencing around the land has been granted. The process of applying for grants and funding will continue. The land adjacent to the village hall (Barnard Meadow) will, funds permitting, and with an agreed design, allow The Trust to make an application to the Local Planning Authority. The hope is that events could be held to raise money to contribute to the rebuild of the new village hall.

2: St. James's Church, North Newnton: DB spoke on behalf of St. James's Church. The priority for the church at the moment is to move the font to the space near the South door to allow more space below the tower for a kitchenette to be installed. There is to be a new internal door to minimise drafts. The archaeology of the church yard is happening assessed to allow grounds work to install a toilet in the building. These are long-term goals and the projects will be ongoing for some time.

3: Clerk's Report: RC gave an update to the council. Finance: online banking now working and councillors given their log in details. Technology: there is still an issue that the new parish laptop is connected to an admin password that is unknown. RC asked councillors to help with this if possible. Training: RC has completed three out of five modules for the ILCA qualification and hopes to complete this before Christmas.

22/ Update from external meetings.

41 TM attended Pewsey Area Board (10th October 2022) and Community First AGM (12th October 2022) on behalf of NNPC. He had sent his apologies for this council meeting, but provided councillors with a written summary from these meetings.

- 1. Pewsey Area Board Meeting:** An update was given on policing and the plans are that PCSOs will be more 'visible' in communities and attend some Parish Council Meetings. There was a discussion about ploughing human waste into fields more effectively to prevent the unpleasant odour. There has been a successful scheme of providing Pewsey Vale School with a counsellor for two days a week. Community speed watches have been successful in the area.
- 2. Community First AGM:** Awards were given out to worthy individuals and groups in the area, very well attended and positive event.

22/ Planning

42 PL/2022/07570, rear garden room extension, Canstede, Hilcott. DB has spoken to the homeowner,

they had planning permission for a larger extension two years ago and now have altered the plans in the new proposal. DB proposed a motion to approve the plans. All voted in favour.

ACTION: RC to comment on Wiltshire planning portal on behalf of NNPC stating approval of the plans.

22/ Projects

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1. SIDS update & possible future funding (use of reserves) and cleaning of solar and data.

DB: TM has obtained a quote to purchase five more SIDs, meaning the NNPC would own six. The intention is that there would be one on each direction of Rushall Road, one at each end of Hilcott and one either end of Bottlesford. The quote is for £10,077 (plus VAT, which can be reclaimed at a later date). DB asked for councillors to give their opinions on this.

RiC commented that he felt that it would be a fair way to use parish funds to help to tackle the problem of speeding in the area. AG: TM has managed to download the data from the existing SID, which can help the NNPC to see what impact these devices have. DB agreed that the data from the Rushall Road looks very positive, SD commented that it also helps with the Park Road junction as cars are driving slower.

TE: this does not impact the £12,800 for the North Newnton Footpath, this would be using other reserves, that money is ringfenced and protected for that project. TE was cautious that the NNPC had not looked at ongoing costs of maintaining a SID and was worried that it was not financially viable. RiC commented that although he understood these concerns, he felt that it was time for the NNPC to do something that could help the whole parish. AG proposed that a more detailed cost-benefit analysis be carried out before any decisions are made. SD suggested that this be done in a couple of stages to help to spread the cost, perhaps over a two year period. TE was concerned that the council had budgeted £4,000 at the beginning of the year for speed calming measures and were now discussing spending £10,000. DB looked at the quote and told councillors that there is a two year warranty, so there should not be any maintenance costs for at least two years. AG: We should find out how much replacement batteries cost and how often they need replacing. DB suggested that we reduce the number of new SIDs we purchase, but move them around the three hamlets regularly, this may include a cost of paying someone to do this. AG disagreed saying that paying someone to move the SIDs around is a waste of money and that the NNPC would be better off purchasing the number of SIDs they need to allow them to stay in locations permanently. RiC commented that although there would be no maintenance costs for two years, there may be an impact on insurance premiums to factor in. ACTION: RC to email insurance company to find out how much more it would cost to insure five more SIDs.

SD commented that he would like to see more costings for other things before this decision is made.

ACTION: RC to put this decision on the next agenda when the 2023/2024 budget is also up for approval.

TE put forward a motion that the council agrees in principle to purchasing new SIDs at £10,077 providing that evidence of: maintenance contracts, insurance and budget impacts of spending this amount in one go have been investigated and presented at the next meeting. Motion seconded by DB, all voted in favour.

2. Newnton Footpath update.

PO: Phase two starts in January 2023 and should be completed by April 2023. Phase three is currently being drawn up and costed. There should be an update on a start date in the November meeting. Phase Four: PO was reminded that there were earlier discussions about hedges being removed to build this phase, this will need to be discussed again.

3. Defibrillator update.

AG proposed a motion that the NNPC purchase two new electrodes at a cost of £46 per electrode for the Defibrillator at the Woodbridge Inn. All voted in favour.

4. Motion to change stiles on footpaths at the back of the Seven Stars, Bottlesford to kissing gates to improve access. ACTION: RC to put this item onto the next agenda when more has been found out about the landowners and the possibility of this.

DB added an item for discussion as there has been vandalism at the bus stop in Hilcott and the glass needs to be replaced. DB has had a quote for £335 + VAT for poly carbonate replacement panels, which will not shatter. SD noted that the glass was also missing from the North Newnton bus stop and had been for some time. DB acknowledged that this will need to be fixed too. ACTION: DB to measure the North Newnton bus stop and have costings for replacement glass for the next

meeting. TE proposed the motion to order the replacement poly carbonate for Hilcott bus stop at a cost of £335 + VAT, seconded by RiC, all voted in favour.

22/ Finance:

- 44 1: Treasury account balance: £15,941.12 (second instalment of precept £7,500 has come in) investment account balance: £19,936.39. Large expenditures this month were clerk pay £322,37
2: Cheques to HMRC for clerk income tax £222.60, Seven Stars Bottlesford for venue hire £20 and Plantmore Gardens for cutting grass £90, were all signed and approved. ACTION: Grass cutting in Bottlesford to be put to tender to ensure value for money.
3: **2023/2024 budget discussion.** New projects mentioned were ensuring funds for the King's Coronation, but most costings will remain the same. ACTION: RC to bring draft budget to next meeting for NNPC approval.
4: Update on online banking given in Clerk's report.

22/ Councillors Roles and Responsibilities

- 45 TE would like to hand over the responsibility of checking the defibrillators to other councillors. DB will check Stitchings Lane in Hilcott and SD will check the Woodbridge Inn defibrillator. ACTION: RC to contact Community Heartbeat to add DB and SD log ins. ACTION: RC to update councillor roles and responsibilities and publish on the website.

22/ External Meetings:

- 46 **PCAP: 7pm, Thursday 20th October 2022, Rushall Village Hall.** SD to attend.
22/47 **LH&FIG: 2pm, Wednesday 9th November 2022, Teams.** TE to attend.

Parish Council Meetings:

Monday 28th November 2022, 7pm, location TBC

Completion Date	Action	Person
28/11/22	Knock on the doors of the new homes near Park Road in North Newton and ask about cutting back the shrubs.	TE
28/11/22	Email sent to RC to set up speed assessment in Bottlesford	PO/RC
28/11/22	Email Police Crime Commissioner to ask for visit from Speed Enforcement Officer.	RC
28/11/22	Poster on website and noticeboards to get more volunteers for the community speedwatch	RC/DB
08/11/22	Comment on planning item PL/2022/07570 on the Wiltshire portal stating approval from NNPC	RC
28/11/22	Email insurance company to find out insurance cost of owning five more SIDs	RC
28/11/22	Motion to purchase five SIDs on the next meeting agenda	RC
ASAP	Purchase replacement electrodes for Woodbridge Inn defibrillator	RC
28/11/22	Put item of stiles replacement behind The Seven Stars, Bottlesford onto agenda for next meeting.	RC
28/11/2022	Measure up North Newton bus stop for replacement glass	DB
28/11/2022	Put Grass cutting in Bottlesford to tender.	RC
28/11/2022	Draft budget spreadsheet ready for approval at the next meeting.	RC
ASAP	Contact Community Heartbeat to add SD and DB log ins for defibrillator checks.	RC
28/11/2022	Update councillor roles and responsibilities and publish on the website	RC