

Broad Hinton and Winterbourne Bassett Parish Council Meeting

Monday 7th November 2016
Broad Hinton Village Hall
7:30pm

Draft minutes

Present:

George Horton (GH) (Chair)
Adrian Smith (AS) (Vice
Chair)
Des Clarke (DC)
Candace Gaisford (CG)
Jim Gunter (JG)

Apologies:

Zoe Cooper (ZC)
Alex LaRoche (AL)
Clare Fitzpatrick (CF)
Wendy Law (WL) (Clerk)

Non Attendance:

Robert Horton (RH)

- | | Action
Owner |
|--|-----------------------------------|
| <p>1. Welcome
GH opened the meeting at 7:30pm.</p> <p>Apologies received and Non Attendance were noted as above.</p> | |
| <p>2. Approval of minutes
Minutes of the Parish Council Meeting held on Monday 5th September 2016 were reviewed.</p> | |
| <p>3. Matters Arising
Steve Sumner has replaced the back board on the Village Hall notice board.</p> <p>Wiltshire Council (WC) has confirmed that the land on which the Coronation Tree is standing belongs to them, and therefore they will arrange for its maintenance.</p> <p>GH will attend will look at the Balancing Pond fencing by 30 November 2016 if possible or Parish Clerk will look at alternative options for repair.</p> <p>AS to contact WC re winter supplies and arrange to collect.</p> | <p>GH</p> <p>AS</p> |
| <p>4. Reports</p> <p>Parish Clerk
The Parish Clerk produced a written report in her absence which Councillors welcomed. Councillors asked that this becomes a standing agenda item with a Clerk's report at future meetings.</p> <p>Key points that arose are covered in items that follow.</p> | <p>WL</p> |
| <p>5. Finance
Treasurer's Account Balance as at 31 October 2016= £1,081.33
Business Bank Balance as at 31 October 2016 = £10,550.47</p> <p>Payments authorised in the last quarter over £100.</p> <p>Clerk Quarterly Salary and Tax £750.00; Windel WB Maintenance £156.00; Ace Skips – Allotments £150.00; ELEKO Defibrillator Electric Installation £147.24; S Sumner – Notice board maintenance; £100.00; Baytree BH maintenance £123.75.</p> | |

DC commented that the invoice from ELEKO should be moved to the 'other' line in the income and expenditure statement.

WL

Councillors discussed preparations for the setting of the Precept for 2017.

The Parish Clerk was asked to provide a cash flow analysis at the next meeting with a supporting paper setting out considerations and a recommendation for setting the 2017 Precept.

WL

Councillors noted the financial position of the Parish Council.

6. Planning

DC provided an update on current planning issues across the Parish.

- 16/10757/FUL: School B.H, extension to Car Park, submitted, yet to be received.
- 16/10011/TPO: 140 Broad Hinton, tree felling and trimming, on circulation.
- 16/09547/FUL: Yew Tree Cottage, B. Hinton. New porch, no objection, awaiting Wilts.
- 16/09845/LBC: As above.
- 16/09054/FUL: 28 Pitchens End, extension, no objection, Wilts agreed.
- 16/08870/FUL: 23 High St. W.Bassett, no objection, Wilts agreed.
- 16/08798/TCA: Glebe House, BH, tree felling, no objection, Wilts agreed.
- 16/08771/FUL: White Horse House, B.H, agric to residential, objected, subsequently application withdrawn.
- 16/08140/FUL: Old Cricket Pitch, W.B stables/menage etc., objected, subsequently resubmitted with amended site layout and defined access, objected again, awaiting Wilts - ***The Chairman declared a conflict of interest in respect of this application.***
- 16/07976/FUL: Dunsford Cottage, Uffcott, replacement extension, no objection, Wilts agree.
- 16/07688/VAR: Boundary House (by old Cricket Club, Winterbourne Bassett), change to access, no objection, Wilts agreed.
- 16/07461/FUL: 143 Yew Tree Lane, B.Hinton, replacement 2 storey extension + change to garage, no objection, Wilts agreed.
- 16/07461/LBC: as above for listed building, no objection, Wilts agreed.
- 16/07084/VAR: Lanes Cottage, Winterbourne Bassett, change to cladding material, no objection, Wilts agreed

Councillors noted the latest position on planning across the Parish.

7. Highways & Maintenance

JG & AS reported that they had not had any contact from the new Parish Steward in respect of his planned visits to the Parish.

JG has updated the list of current issues that we have been made aware of, and Councillors were asked to remind residents to continue to report issues to Wiltshire Council using the MyWiltshire App or to contact their local Councillor.

It was recognised that with central cuts to budgets that more work was being directed towards Parish Councils and local communities. PC's discussed the need to ensure that this is not a form of 'stealth tax' and that all work that is being pushed towards us to complete is considered carefully in this regard.

A local issues log has been developed and will be maintained by the Parish Clerk. Councillors recognised that not everything on the list will be addressed but that over time this log would assist in identifying our priorities. JG agreed to contact WC to discuss how our priorities are addressed and we work with the new Parish Steward.

Additional Items

8. Employment & HR

Councillors considered some points in respect of the employment terms of the Parish Clerk, and agreed that:

Remuneration for the Parish Clerk would move from quarterly in arrears, to monthly in arrears. WL

The Council will take steps to participate in the Pension Auto Enrolment Scheme and the Parish Clerk is asked to complete the necessary process. WL

Councillors asked for a personal copy each to be purchased of the 'Councillors Guide' and circulated to all PC's. WL

9. Funding Opportunity

Councillors discussed an opportunity to receive funding to set a Parish Council Website. It was agreed that this was not a good use of Parish Funds and that there is the ability to use the Parish Council area of the Broad Hinton Village Hall more fully if required.

It was noted that the PC fully complied with the Transparency Code by maintaining this position.

10. 2017 Annual Meeting

The date of the 2017 Annual meeting was discussed and it was recommended that the Annual Parish Meeting and Parish Council Meetings are separated by at least one week in 2017 to allow for a smooth election process. WL

The Parish Clerk was also asked to bring a planning document to the next meeting setting out the timetable and requirements for the 2017 Parish Council Elections. WL

11. Defibrillator Training

Councillors discussed the forthcoming training and agreed to promote attendance through word of mouth. It was confirmed that around 25 people had confirmed that they planned to attend the training. ALL PC's

12. The Crown Car Park

A number of residents had raised 2 issues with regards to the use of the car park at The Crown Pub in Broad Hinton.

1. The use of the pub car park to sell vehicles was observed. This was discussed with the managers of the pub and was just a one off, with no plans to repeat.

2. Part of the pub car park is being used to store unoccupied caravans and it was noted that this may require planning permission as a commercial activity. AS was asked to raise this with Wiltshire Council. AS

13. AOB

There being no AOB, the Chairman thanked Councillors and the meeting closed at 20.42

14. Date of Next Meeting

Monday 9th January 2017 at Broad Hinton Village Hall
Time: 7:30pm

15. Date of 2017 Meetings

- Monday 9 January 2017, 7.30pm
- Monday 6 March 2017, 7.30pm
- Monday 8 May 2017 (AGM & Annual Parish Meeting) 7pm

All meetings to be held at Broad Hinton Village Hall.

Signed:

Date: