
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Minutes of the meeting held Wednesday 8 January 2020 at 7.30 p.m. The Community Room, Walter Powell School, Great Somerford

Present	Cllr S Mansfield (Chair) Cllr S Binstead Cllr C Blount	Cllr D Butcher Cllr H Cole Cllr M Griffiths	Cllr M Hourigan Cllr F Hyde
In attendance	T M Chapman (Clerk)	Wilts Cllr Sturgis	No members of public

Public Question Time – none.

Reports from Unitary Councillor and Council Representatives

Wiltshire Cllr Sturgis advised that Wiltshire Council budgets for 2020/21 were under pressure due to anticipated funding levels and the heavy burden of social care (the elderly and young children).

He was able to confirm that there is money in the 2020/21 budget to resolve the issues with the cross-over pipe at Startley and to investigate the cause of the blocked pipe outside the new development at Brook Farm.

20/01/1 **Apologies for Absence** – Cllr A Gravell

20/01/2 **Declaration(s) of Interest** – None.

20/01/3 **Minutes and Matters Arising**

i The Minutes of the Parish Council held on 6 December 2019 were **approved** and **signed** by the Chair as a true record. Proposed Cllr Butcher; seconded Cllr Blount.

ii **Action Register of Matters Arising**

It was **agreed** that items shaded green had been completed, that those shaded amber were in progress, agenda-ed separately or not yet due. It was noted that

- Item 19/11/9.5 Signpost at Shiptons Lane/Hollow Street has been reported to Wiltshire Council but not yet fixed;
- item 19/12/6.1 Making good of any damage to verges and grass adjacent to the Play Area could not be done until the Spring;
- item 19/12/6.3 Safeguarding notices will be erected later this week.

20/01/4 **Planning Matters**

<http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>,

i **Ratification of Planning Matters decided by Parish Council between meetings**

19/11619/TPO 4 Manor Park – Fell one dead horse chestnut tree. **No Objection.**

19/11714/TCA Sayers - Fell 1 Goat Willow and 1 Conifer, and 1 Metre Crown Reduction and Balance to 1 Hornbeam. **No Objection.**

ii **Planning Applications for consideration**

None received before issue of agenda.

iii **Applications Determined by Wiltshire Council since the last meeting**

19/06501/FUL Brook Farm – change of use of land to residential garden land.
Approved with conditions.

19/10428/FUL Horswell – Proposed conservatory. **Approved with conditions.**

iv **Received for consideration since the issue of the agenda**

None.

v **Determinations by Wiltshire Council since the issue of the agenda**

19/10153/VAR Broadfield Farm - Variation of Conditions 08, 10 and 19 of planning permission 17/12502/FUL (Demolition of existing vacant buildings and redevelopment of site for 20 residential dwelling houses and associated infrastructure). **Approved with conditions.**

vi **Appeal hearing for 18/03524/FUL Land at Heath Lane Startley**

The Parish Council **appointed, and authorised**, Wiltshire Cllr Sturgis to represent it at the 22 January hearing against planning refusal for change of use to private gypsy and traveller caravan site. Proposed: Cllr Cole; seconded: Cllr Hourigan.

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The Parish Council's objection will be centred on its Neighbourhood Plan which does not sanction residential development in Startley or in the open countryside so there are no policies in this regard. Previous objections re lack of mains water have now been superseded. The final text of the Parish Council's stance will be agreed by Cllr Mansfield.

Action: Cllr Mansfield

20/01/5 **Finance**

i **Finance Report**

The Finance report was **received** and the Parish Council **approved** payments of £688 and noted receipts of £2,935 of which £1,500 grants from the Jack Lane Charitable Trust and Malmesbury Carnival and £1,236 VAT Refund for the financial year to 30 November with the balance being primarily lettings and defibrillator donations via Fourways Stores. Proposed: Cllr Binstead; seconded Cllr Blount.

The transfer of £3,000 from the Deposit to the Current Account has been completed and combined bank balances at the end of December total £6,246. The reduction reflects the £10,000 paid out to purchase the Zipwire.

ii **Receipts & Payments to 31 December 2019 & Bank Reconciliation**

The Parish Council finances for the year are now running at a deficit (excess of expenditure over income) of £4,452 with the forecast outturn updated to nearly £8k deficit. The explanations for budget variances year to date were noted and agreed.

In accordance with new best practice guidelines issued by NALC the bank reconciliation appended to the report was, on this occasion, pre-checked by Cllr Blount (a non-cheque signatory). No issues were reported. It was signed by the Chair at the meeting.

iii **Set the Clerk up as a "Creator" on the bank account**

No progress to date. Cllr Mansfield & the Clerk will start on the paperwork this month.

Action: Cllr Mansfield/Clerk

iv **Purchase of a Defibrillator**

The Parish Council **authorised** the Clerk to reimburse Cllr Griffiths, between meetings if necessary, for purchasing on her personal credit card a Cardiac Science Powerheart defibrillator and cabinet (minute 19/07/6.4).

Proposed: Cllr Binstead; seconded Cllr Butcher.

It was further **agreed**, as proposed by Cllr Griffiths and seconded by Cllr Blount, that the new cabinet included in the purchase price be donated to S W Ambulance Trust and that the new defibrillator be installed in the identical cabinet already in situ, provided SWAT is content with this proposition.

Action: Cllr Griffiths

20/01/6 **Councillor Reports on ongoing or proposed projects**

i **Play Park Development – the Zipwire project**

The installation took place on 11 December supervised by Cllr Butcher. The Zipwire has already been used by local children but the wire may need re-tensioning as the seat stops part way along the ride. Cllr Butcher will resolve this with Playdale.

Action: Cllr Butcher

ii **Play Park Development – Project 2: Climbing Frame & Trampoline**

Cllr Blount has been successful in obtaining £16,000 grants from Hills Waste and Crapper as well as the £1,000 from the Jack Lane Charitable Trust leaving the Parish Council approximately £5,000 to find for Project 2. The grantors expect public donations as stated on the application forms but it was reported that there appears to be little or no appetite within the village to engage.

The Parish Council discussed the three options outlined in Cllr Griffiths' email of 4 January:

- Proceed as planned and seek donations via the Great Somerford Community Fund;
- Modify Phase 2 to a less ambitious project (subject to grantors' approval) but this would still require evidence of public contribution/donations;
- Mothball Phase 2 until there is active local support and turn down the grants.

STC

After a lengthy debate it was **decided** to mothball project 2 because of the lack of public support/willingness to contribute. Proposed: Cllr Butcher; seconded; Cllr Binstead.

It might be possible to re-activate this project once the new houses have been built and there is an influx of additional children and parents to the village. As a consequence there is now no need to draw up an agreed specification on which to go to public tender.

As the Parish Council is unable to satisfy the conditions of the grants offered and received it will have to turn down the offers and repay the one already received unless the grantor is willing for it be used against the Zipwire Project or to fund repairs to the existing slide. Cllr Blount will contact the grantors.

Action: Cllr Blount

Cllr Butcher will contact Wicksteed, the manufacturers of the slide.

Action: Cllr Butcher

iii **Play Park Maintenance**

Cllrs Cole & Butcher reported that, as well as procuring bark estimated to cost £350 not

£35, they need volunteers for a work party both to help spread bark and to level the spoil from the Zipwire installation.

Action: All

Cllr Butcher will also investigate the cost of rubber matting as an alternative to bark.

Action: Cllr Butcher

20/01/7 **Highway Matters incl Speed Camera**

i **Emerging issues**

The Parish Steward will be asked to clear mud off footpaths/pavements around the village. The problem is particularly acute on Top Street at the bridge end.

A resident has submitted a complaint about the quantity of dog faeces in the village and offered to monitor and identify serial offenders. The "pooper-snooper" on-line maps allow residents to report incidents of dog fouling. Cllr Hyde will contact the Council Dog Warden and ask him to patrol public areas. Cllr Butcher will update the complainant.

Action: Cllrs Hyde/Butcher

ii **West Street footpath** - Nothing to report.

Proposed new footpath from Broadfield Farm.

This will be removed from the agenda until the developer has been appointed.

iii **Hedges & Ditches Policy**

The Parish Council considered a sample policy from Wreningham Parish Council and agreed that such a policy would help it be consistent in its approach to planning applications seeking removal of hedges and replacement by fences of various heights.

It was agreed that Cllrs Blount and Butcher would bring a Hedges & Ditches Policy for Great Somerford Parish Council to the February meeting.

Action: Cllrs Blount & Butcher

20/01/8 **Governance**

i **Annual report on the Defibrillator** – covered under minute 20/01/5.4.

ii **Parish Council Risk Register**

Steve
This was reviewed and felt to be comprehensive. The updates shown in red were **approved** apart from one mitigating action on the Defibrillator and concerns about the Play Park being outmoded. Those approved concerned such issues as the Parish Council having its own website and not piggy backing on the village website and reflected recent changes to Councillor responsibilities such as Cllr Griffiths being the lead for Play Area development.

Cllr Mansfield offered to train the Clerk and any interested Councillor to maintain the website and reduce the risk of its sole dependency upon his expertise.

Action: Cllr Mansfield/Clerk/All

iii **Insurance cover for 2020/21**

Councillors considered the summary of current insurance presented to it along with its Fixed Asset Register and felt the cover was adequate subject to the insured value of Street Furniture and Play Area Equipment at renewal reflecting recent acquisitions. BHIB had been informed of in-year additions to the Play Area.

Action: Clerk

The Parish Council was reminded that it did not insure against Business Interruption or Data Breach but felt such insurance was not necessary and it would tolerate any risk.

20/01/9 **Updates (if any) on Standing items**

i **Cemetery**

The hedge has been cut and an invoice for approximately £200 is expected.

ii **Community Room**

The electric cooker failed and has been replaced. Cost £339 plus £85 installation and testing charge. The fan now needs servicing and PAT testing for other portable items is due.

Action: Cllr Butcher

It was **agreed** to try and increase usage by offering 50% discount to new regular (weekly) business users between now and the end of June.
Proposed: Cllr Butcher; seconded: Cllr Cole.

iii **Defibrillator** - See minute 20/01/5.4.

iv **Community Emergency Plan** – Nothing to report.

v **Footpaths & Rights of Way** - See minute 20/03/3.2.

vi **Malmesbury Area Board**

The January meeting is focussing on the allocation of Auto Speed Watch Devices to Parish Councils to trial. Cllrs Binstead & Hourigan will attend and report back.

Action: Cllrs Binstead & Hourigan

vii **Parish Information Newsletter** – this continues to be popular.

viii **Telephone Book Exchange** – Nothing to report.

ix **War Memorial**

Cllr Blount will spray the memorial in Spring to prevent algae regrowth.

Action: Cllr Blount

x **Website** – Nothing to report.

20/01/10 **Correspondence between meetings**

A thank you letter (circulated 17 Dec 19) had been received from Iris Scott for her leaving gift.

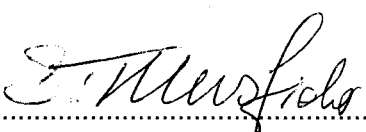
20/01/11 **Councillors' Observations and Items for Next Agenda**

There were no specific requests.

20/01/12 **Dates for Future Meetings**

The next meetings of the Parish Council will be held at 7.30 p.m. on Wednesday 5 Feb, 4 Mar, 1 Apr, 6 May Annual Parish Meeting and 13 May Annual Parish Council meeting.

The meeting closed at 9.15 p.m.

Approved  Chair Date 5/2/20