

LEA & CLEVERTON PARISH COUNCIL

1007

Minutes of the Ordinary Meeting of Lea & Cleverton Parish Council held on Tuesday September 19th 2017 in Lea Village Hall, The Street, Lea. The meeting commenced at 19:30 hours.

Ordinary Parish Council Meetings are called in accordance with terms of LGA 1972 Sch.12, 1972 Para 10(2) b.

112/17: Present: Cllrs J M Cull; M J Crockett; T P Culling; B E Gore and S N Suter.

Cllr T R Sturgis (19.30 – 20.20 hours)

Clerk/ RFO: Mr. J Parmiter.

In attendance: 1 Member of the Public. (19:30 to 20:00 hours)

113/17: Acceptance of Office: Mr. A P Fuller having agreed to serve as a Parish Councillor was co-opted but not present to sign his acceptance of Office due to indisposition.

114/17: Apologies. Cllrs N T Maidment; D E Maidment (Social) and A W Barnes. (Leave of absence)

Mr. A P Fuller. (Indisposed). Mr. P Yates (JPSC) (Family bereavement).

115/17: Declarations of Interest: None declared.

116/17: Public Questions: A member of the Jubilee Playing Field Social Committee (JPSC) presented a report on the meeting held on September 15th with the Playdale representative regarding suggestions for future additions to the equipment located on the playing field. There was, the JPSC felt a need for items which would be of interest to the older children with a rather more adventurous slant. Currently the site was biased toward the younger element of users. Councillors asked various questions based on the report which had been circulated and was fully discussed. The JPSC would be holding a further meeting and would then bring their recommendations to the Jubilee Playing Field Joint Management Committee (JPFJMC) to make the final recommendation on the items sought within the funds available. It was noted that currently funds amounted to £19K and that we should be aware that the cost of resurfacing the Tennis Court at current values would be £12K. The JPSC was thanked for their report which was noted together with their attendance at the PC meeting

117/17: Minutes: The Minutes of the Ordinary Meeting of the Parish Council Meeting held on Tuesday July 18th 2017 having been circulated were signed as true and correct record. (Folio's 1000/1003.).

The Chairman signed the Minutes

118/17: Police Community Report: PCSO D Maule not in attendance. - No report received.

119/17: Wiltshire Council: Cllr T R Sturgis reported on the ongoing situation in relation to Aquetong Farm and its equine activities. One of the grey areas was the alleged volume of horse box traffic visiting the site in Cresswell Lane. However several Members were of the view that there was a considerable increase in traffic movement. No figures were available. Cllr Sturgis then spoke about enforcement of planning conditions had been breached. He also advised that Wiltshire Council currently has a 5 year stock of development land and housing. Cllr Sturgis was thanked for his attendance and withdrew at 20.20 hours.

120/17: Action Points:

167/11: Parish Shed. - No action at this time.

51/12: a) FP 11: - Matter still proceeding.

Correspondence:

Lloyds Bank plc: Acknowledgement of mandate change.

Kingsdown Nurseries: 2017 Wholesale Bulb Catalogue.

WALC: July Newsletter, Training for New Clerks; Legal Briefing L04-17 reform of Data Protection Legislation; Information Governance Course Oct 5th £40.00; Transparency Fund.

WC: Partial closure for 1 day of B4040 in Charlton 14th August

NALC: Renewal of Magazine subscription 2017/2018. LCR Subscription £17.00 pa

Citizens Advice Wiltshire: Acknowledgement of S 137 donation.

WC: Partial Closure of B4696

WC: Cllrs Briefing Note No 327. Waste and environment contracts

WC: Waste Bin problem. See parishioners below

NFU: Better Planning – Better farming

PCC: Police & Crime Commissioner's Community action fund. (Closes August 11th 2017)

Hunter Page: e mail regarding sewage disposal from the former Lucent site.

120/17: Action Points & Correspondence: (Cont'd)

- WC: Cllrs Briefing Note No 328. The Substantive Highways Scheme Fund Bid Application Process 2017/2018
- WC: Highways Newsletter – August edition
- G Preston: Feedback on Wiltshire Rural Broad band rollout.
- MAB: Minutes of Meeting July 12th
- WC: Minutes of Northern Area Planning Meeting August 9th. Agenda for North Area Planning Meeting Sept 5th
- WC: Closure of C 92 Hankerton
- WC: Closure of The Parkway, Durrington Sept 4 to Sept 26th
- W&SHC: September events.
- ROW: re FP LECL 12A. Details required regarding changes 10 to 5 years ago.
- Wilts Planning: 2 new applications received both added to Planning Agenda 29th August.
- HMRC: Changes to Tax procedures. (Immediate changes to Tax Codes)
- WC: Cllrs Briefing note 329 – Disabled Parking Bays
- WC: September Highways Newsletter.
- WC: Cllrs Briefing note 330 – Changes at HRC's effective September 4th 2017
- SLCC: Regional Training Seminar. 22nd November – Holiday Inn, Bristol Filton. Attendance by Clerk

121/17: Financial Reports:

- i) **FINANCE:** The RFO presented the Financial Movement and Cost Centre Reports which reflected the positions as at September 10th 2017. Following detailed explanations these were noted, accepted and approved by the Members.
- ii) **PAYMENTS:** Following checking approval was given in paying the following accounts which were agreed and approved at the July meeting: Wiltshire Citizens Advice S137 £100.00 (**Cheque No 000829 £100.00**) Viking – Printing £42.47. (**Cheque No 000828 £42.47**).
The following items had been paid between meetings due to settlement requirements: NALC Subscription £17.00. (**Cheque No 000831 £17.00**) J. Parmiter: Salary August 2017 £268.29. (**Cheque No 000832 £268.29**);
The following items were presented for payment and having been checked were approved:
J. Parmiter: Salary September 2017 £268.29. (**Cheque No 000833 £268.29**); Viking – Shredder £73.18 (**Cheque No 000834 £73.18**); J. Parmiter: Expenses ¼ ended September 30th 2017 £203.44 + £38.18 = £241.62 (**Cheque 000835 £241.62**); HMRC – PAYE ¼ ended Oct 5th £201.00 (**Cheque No 000836 £201.00**).
- iii) **Annual Return:** Grant Thornton LLP had advised of 2 minor errors in the annual return which the Clerk.RFO had settled verbally. The 3rd error involved their reading of a figure. This had also been verbally confirmed and advised to them. These comments will feature in their report when returned.
- iv) **Transparency Code:** Funds were available through WALC from HMRC towards the cost of purchasing equipment to facilitate compliance with the Transparency Code 2014. As the Council had no equipment of its own it was considered that an application should be made.

122/17: Finance Report: Balances of Accounts as at 6th September 2017:

PARISH COUNCIL CURRENT ACCOUNT:	Balances: £	2,427.31
PLAYING FIELD CURRENT ACCOUNT:	£	2,702.75
Parish Council: CORPORATE MARKETS (CM) DEPOSIT ACCOUNT:	£	22,353.42
Playing Field: CORPORATE MARKETS (CM) DEPOSIT ACCOUNT:	£	16,425.60

123/17: Planning matters:

- a) **Minutes:** The Members approved as a true and correct record the Minutes of the Planning Committee Meeting held on Tuesday August 30th 2017 (Folios 1005/1006). **The Chair signed the Minutes.**
- b) **Planning applications:**
 - i) **For Consideration:** None presented.
 - ii) **Determined:** None.
 - iii) **Planning Training Event:** Monkton Park, Chippenham 27th July. Councillor S Suter gave a power point report on the seminar which he had attended with Cllr T Culling. .
 - iv) **Planning Committee Meeting:** The Clerk's action in calling a planning meeting for October 10th 2017 was approved. This was to deal with the application for Spinney Car Park which was of a sizable proportion.

124/17: Queen Elizabeth II Diamond Jubilee Playing Field:

- a) **Table Tennis Table:** Now installed on site. Proving popular
- b) **Meeting with Playdale Limited:** This matter had been dealt with under Public Questions. The options would be fully discussed at the next JPFJMC Meeting due in October/November.
- c) **Inspection Reports:** Matters items arising from the weekly inspection reports were:
 - i) New Scramble net rope for **Tower Slide**, some difficulties with fitting was reported.
 - ii) **Old bench** removed.
 - iii) **Southern corner fence and entrance gate.** T H Webb Contracting Ltd. had kindly offered to replace this section of the fence FOC. The Clerk had written accepting their generous offer. A quote for a new entrance gate had been sought and obtained from T H Webb Contracting Ltd for £515.00 + VAT. After discussion it was RESOLVED that the quotation is accepted.
- d) **Winter Playing Field Inspection Rota:** The following arrangements were agreed: **November:** J M Cull; **December:** Tim Culling; **January 2018:** Stuart Suter; **February:** M J Crockett; **March:** The Maidment family.
- f) **Marking of parking area:** No progress with this item.

125/17: Highway Matters:

- a) **CAT G:** progress with this matter was being maintained. The Clerk reminded members that we had set aside funds to meet the 30% contribution of £435.00 which would be required from us.
- b) **Crabmill Lane:** No information on any progress.
- c) **Parish Steward:** Was working to schedules submitted, maintaining regular contact with the Clerk and is working well within the parish.
- d) **Street Scene:** Comment had been received regarding the inadequacy of the waste bin by the Playing Field. The Clerk has requested that the bin be changeover with the larger one at Lea Top.

126/17: Conservation Area: No progress

127/17: Lea Allotments: The Tenant of Plot 12A had been written to regarding his actions and lack of cultivation of the plot together with its general state. In the light of this and the various earlier letters together with the lack of response to them the terms laid out in the letter dated September 10th 2017 were noted. The Council's letter giving notice to the tenant to quit the site by September 30th 2017 was therefore approved.

128/17: Rights of Way:

- a) **General matters:** None reported.
- b) **Bridle Paths:** A report had been received regarding the junction of BP 12 and 13 leading towards Hillview Farm. The matter has been lodged with the Senior Rights of Way Warden together with several photos. Members expressed the view that access was possible for walkers but not currently for horses.
- c) **Footpaths 8 & 9:** Both matters had been attended to and repaired.
- d) **Footpaths MALW 17 & LECL1:** The matter of a locked gate at the perceived entrance to MALW 17 had been raised. This gate had been locked by the Landowner as it was not the access to any right of way and also that it had been damaged together with fence. This action had been taken due to gates being left open so that cattle were able to roam freely. The entrance to MALW 17 in common usage is further up towards Southfield Farm, here the stile was broken. The Clerk had taken the decision, following discussions with the farmer to repair the item, although not in our parish.

The entrance to LECL1 is located on the right hand side just after Crab Mill House, leading towards a further stile opposite the one which leads to the beginning of MALW 17 once across the river. It should be noted that the Parish Boundary is the river and that the track of LECL 1 follows a line towards the Swindon Road (B4042) without crossing the river

129/17: Dementia Action Alliance:

Cllr T Culling reported on progress towards establishing the Parish as a Dementia Friendly Community ('DFC'), starting with a reminder that a DFC is defined as *"a city, town or village where people with dementia are understood, respected and supported, and confident they can contribute to community life. In a dementia-friendly community people will be aware of and understand dementia, and people with dementia will feel included and involved, and have choice and control over their day-to-day lives"*

Cllr Culling has volunteered to become a member of the Malmesbury Area Dementia Action Alliance and awaits news of the first meeting he can attend. Such engagement will enable us to begin meet an important foundation criteria necessary for the parish to be recognised ('establishing a local structure').

129/17: Dementia Action Alliance' (Cont'd)

He has also attended a 'dementia tour' training event, with Ellen Blacker, to begin the process of learning sufficiently about dementia, so as to have sufficient empathy and understanding to be able to create the right support mechanisms locally. Cllr Culling and Ellen are also considering how to build a group of 'dementia friends' in the parish.

The next steps towards being recognised as a DFC require establishment of a local 'steering group'. Cllr Culling has approached the Woodbridge Group to seek their support/involvement and will be reaching out to local residents via the social media (in October) and the Parish Newsletter (in November) to gather volunteers. A further update on progress and plans will be provided at the next meeting. Meanwhile, Cllr Culling asks for all parties interested in becoming involved in this work to contact him directly.

130/17: Information matters only:

a) Ground Maintenance: The Clerk reported on the current situation which fell far short of the standard which we expect. The matter was being kept under review. The Contractor had been reminded that the appropriate warning signs must be erected when verge cutting.

b) Ground Maintenance Tenders 2018/2019:

The tender documents were being prepared for a two year contract based on our existing format and would be sent to several Companies. The current SLA runs for a further two years 2018/2019...

c) Household Recycling Centres: FCC Environment to take over the running of the various Household Recycling Centres owned by Wiltshire Council from October 2nd 2017 with the exception of Purton and Lower Compton which are owned and operated by Hills Waste Solutions. Stanton St Quinton will be closed from 4th December until 18th for refurbishing and reorganization. Hills Waste Solutions have been awarded the collection contract with effect from July 30th 2018.

d) New residents meeting organized by St Giles:

To be held on November 10th 2017 in St Giles Church. The Parish Council will make a presentation in support

e) Correspondence regarding Broadband installation.

The e mail from Geoff Preston having been circulated was discussed. It was agreed at this time to lend our support to this project.

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/17: Date of next meeting: RESOLVED that

the next meeting of Lea & Cleverton Parish Council will be an Ordinary Parish Council meeting and will be held on **Tuesday November 21st 2017 in Lea Village Hall commencing at 7.30 hours.**

In the absence of any further business the Chair thanked all for their attendance and closed the meeting at 21:35 hours.

Signed:

Date: