

WILCOT, HUISH and OARE PARISH COUNCIL

Local Government Act 1972

Minutes of the Annual Meeting of the Parish Council held in the Wilcot Village Hall
on Tuesday 16th May 2023 at 7.30 pm

Present: Councillors Dee Nix, Dawn Wilson, Richard Fleet, Nicky Fleet, Prue Smith,
Jamie Ede, Kathryn Richardson, Richard Lewis and Neil Ridgway
Clerk Ruth Kinderman
Resident Colin Bouch

23/17	To receive apologies for absence Unitary Councillor Paul Oatway	
23/18	To elect a chairman for 2023/2024 Cllr RF proposed that Cllr DN be re-elected to the chair; seconded by Cllr RL with no objections.	
23/19	To elect a vice-chairman for 2023/2024 Cllr PS proposed that Cllr DW be re-elected. Cllr DN invited Cllr DW to share her suggestion that Cllr KR be elected as a co-vice-chairman. Cllr RF proposed that Cllrs DW and KR be elected to share the role in the interests of succession planning. Seconded by Cllr PS with no objections. Clerk to check whether this is valid.	RK
23/20	To receive declarations of interest Cllr JE – item 25.3 Cllr DW – item 25.5 Cllr PS – item 29.2	
23/21	To agree the minutes of the meeting of the parish council held on 14th March Cllr DW proposed these be accepted as an accurate record. Seconded by Cllr PS with all in favour and signed accordingly by Cllr DN.	
23/22	Public question time Colin Bouch asked whether any consideration had been given to his suggestion that CIL monies could be used to provide a communal skip for large items of household rubbish every now and again. With reference to item 23/06.4, it was noted that this was a good idea but should be financed out of the precept as revenue expenditure, rather than out of the CIL monies which are preferably for capital items. It was agreed that Cllr NF will make enquiries with Hills, with whom the Wilcot Village Hall holds a waste contract; the Clerk will make enquiries with alternative providers as to cost.	NF/RK
23/23	To consider adoption of Wiltshire Council's updated Code of Conduct Wiltshire Council had published its new Code of Conduct and circulated it to all town and parish councils for information; contrary to expectation, there had been no request for parish councils to consider adopting it. It was agreed that Wiltshire Council's new code is too long for small parish councils. It was agreed to use it as a model for updating this parish council's existing code. Clerk to edit the new Wiltshire Code and circulate a draft for consideration.	RK
23/24	To review and approve Standing Orders Current Standing Orders had been circulated to all councillors prior to the meeting. It was agreed that no changes were necessary; Clerk to update the cover page accordingly.	RK
23/25	To Receive the Budget and monitoring report 25.1 To note invoices paid since the last meeting in accordance with Fin Regs Appendix - Clerk's salary March and April £195.65 and £195.85. £12.60 had been paid to HMRC for Clerk's tax. - Charlton Baker direct debit March £14.00 and April £15.50 (to be collected in May)	

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	<p>The precept of £9660.00 had been received from Wiltshire Council.</p> <p>25.2 To approve invoices due</p> <ul style="list-style-type: none"> - WALC sub 2023/24 - £236.78 - Manningford Parish Council for SID sub 2023/2024 - £300.00 - Wilcot Village Hall hire 2022/2023 - £64.00 - Oare Village Hall hire 2022/2023 - £96.00 <p>Cllr JE proposed that these invoices be approved for payment. Seconded by Cllr DW with all in favour.</p> <p>- Insurance – renewal quote - £572.21</p> <p>It was noted that this was an increase of £100 on last year’s premium. Clerk had requested alternative quotes from other brokers and a final decision will be made by email.</p> <p>25.3 To receive grant application for cemetery upkeep from Wilcot Parochial Church Council</p> <p>Cllr RF proposed that £400.00 be granted towards cemetery upkeep, including mowing and development of wildlife habitats as requested. Seconded by Cllr DW with all in favour. Cllr JE thanked the council on behalf of the PCC and invited all councillors to visit the churchyard.</p> <p>25.4 To receive grant application from St John’s Ambulance</p> <p>An email request for a donation had been acknowledged but the grant application form had not yet been received.</p> <p>25.5 To receive grant application from PCAP</p> <p>An email request for a donation had been acknowledged but the grant application form had not yet been received.</p>	<p>NF</p> <p>RK</p> <p>NF/RK</p>
23/26	<p>To approve Certificate of Exemption from Limited Assurance Review for 2022/2023</p> <p>Cllr DW proposed that this council be exempt from Limited Assurance Review; seconded by Cllr RF with no objections.</p>	RK
23/27	<p>To approve Annual Governance and Accounting Report (AGAR) Section 1 – Governance Statement</p> <p>As the internal audit is not yet complete, it was agreed to postpone this item until a meeting in June.</p>	RK
23/28	<p>To approve Annual Governance and Accounting Report (AGAR) Section 2 – Accounting Statements</p> <p>As the internal audit is not yet complete, and the Governance Statement has not yet been approved, this item will be postponed.</p>	RK
23/29	<p>Planning Applications and Enforcement</p> <p>To note progress of planning applications previously considered:</p> <p>29.1 Application PL/2021/04772 (Listed Building) Ladies Bridge, Kennet & Avon Canal, Wilcot, Wiltshire, SN9 5PD No further updates have been made to the planning portal. Cllr Oatway will ask the Planning Department to consider closing the application.</p> <p>29.2 Application PL/2022/08562 and PL/2022/08887 (Listed Building Consent) 11 Wilcot Green, SN9 5NN – replacement conservatory and garage Cllr PS reported that the published decision date of 19th May has been postponed to 30th June.</p>	

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	<p>29.3 Application PL/2022/08986 North Lodge, East Stowell, SN8 4JS – replacement extension This application has been approved by Wiltshire Council.</p> <p>29.4 Application PL/2022/09122 (Listed Building Consent) 16 & 17 Wilcot Green, SN9 5NN – replacement windows A decision was due to be published on 31st January; Clerk to make enquiries as to the delay.</p> <p>29.5 Application PL/2022/09805 – Stowell Park – relocation of gates The planning application had been approved subject to any conditions that will be required under the accompanying Listed Building Consent application PL/2023/02493 which had been submitted and due to be decided by 23rd May.</p> <p>29.6 Application PL/2023/00881 - 2 Oak Cottages - Replace thatched roof This application has been approved by Wiltshire Council.</p> <p>29.7. Application PL/2023/00484 - Ladybird Cottage – alterations to annexe and studio This application has been approved by Wiltshire Council.</p> <p>29.8 Application PL/2023/00984 – North Lodge - Listed Building Consent – replacement extension This application accompanies item 29.3 and has been approved by Wiltshire Council, with various conditions pertaining to its status as a listed building.</p> <p>To review and provide feedback on new planning applications from Wiltshire Council (Town and Country Planning Act 1980, schedule 1, para 8)</p> <p>29.9 Application PL/2023/03500 - Oare House, Rudge Lane, Oare, SN8 4JQ Proposal – various treeworks associated with the resurfacing of the tennis court Comments by 26th May It was agreed to submit no objection.</p> <p>29.10 Application PL/2023/02964 - Hatfield Farm, Oare, Wilts, SN8 4JE Proposal - Change of external colour of the whole unit (existing and new extension) from forest green to anthracite grey (RAL7061). Comments by 24th May It was agreed to submit no objection.</p>	<p>RK</p> <p>RK</p> <p>RK</p>
23/30	<p>Project updates</p> <p>30.1 A345 footways and improvements As noted in the preceding annual parish meeting, there will be a site meeting with Cllr Oatway and Highways Engineers on Friday 23rd June.</p> <p>30.2 Community Speedwatch This item had been addressed in the preceding annual parish meeting.</p> <p>30.3 Greensward update This item had been addressed in the preceding annual parish meeting.</p> <p>30.4 CIL monies expenditure Clerk had circulated samples of materials and styles of benches. It was agreed that metal or recycled plastic was preferred. It was noted that the current bench is a four-seater, but a three-seater may be necessary to allow space for a bike repair stand.</p>	<p>RK</p>

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	<p>A suggestion to use CIL monies to install a bus shelter at Sunnyhill Lane on the Southbound side had been received. This option will be discussed with Highways Engineers on 23rd June.</p> <p>It was noted that contributing through LHFIG towards the cost of replacing rotten signposts would achieve quicker results than using MyWilts. The signpost on the northern approach to the A345/ Huish Lane junction, and the Huish indicator sign at the junction, have both been reported through MyWilts but can be discussed with Highways on 23rd June. It was noted that where posts are set in grass verges, they are liable to damage by trimmers.</p>	
23/31	<p>Clerk's Report</p> <p>31.1 White Hart Clerk had received no acknowledgement to the letter sent under item 22/61.2. Wadworth Brewery had found no evidence of a covenant on the White Hart, either on purchase or sale by themselves. No confirmation either way had been received from the current Waterlow resident. Clerk had submitted the listing application to Historic England stating that it is uncertain as to whether there is a covenant on the property.</p> <p>31.2 Canal side parking and verge project Clerk had requested written permission from the new Highways Engineer twice, without success. It was agreed that Cllr NR should proceed on the basis of authorisation by the previous engineer and by the Senior Engineer, Mark Stansby.</p> <p>31.3 Parish Steward The new contractor Milestone has requested confirmation of parish contacts. Clerk to submit telephone numbers for Cllrs DN(Oare), DW(Huish) and JE(Wilcot). The whole parish will now be served by Karl, whose next visit is on 8th June. It was noted that the verge markers in Huish need fixing; Clerk to add to request sheets. It was noted that Hare Street/C52 is too large a job for the steward; Clerk advised that Manningford parish council will push for the C52 to be addressed once their new chairman is elected next week.</p> <p>31.4 PCAP correspondence PCAP has asked parishes to consider writing to Cllr Richard Clewer in the light of Wiltshire Council's decision to remove funding from 'Visit Wiltshire', which will prevent LVEP status being attained and will end projects such as the Pewsey Vale Tourism Partnership. It was agreed that the Clerk should write a letter accordingly.</p> <p>31.5 Community Emergency Contacts Scheme Wiltshire Council is compiling a list of named contacts who would be the first to be called in emergency situations, and who would then contact neighbours to implement local emergency plans. It was agreed to publicise the scheme in the next newsletter and ask for residents to volunteer as named contacts.</p> <p>31.6 EV charging webinars PCAP had publicised two forthcoming webinars. It was noted that the lamp-post charging is not possible in this parish due to streetlight being mounted on wooden poles.</p> <p>31.7 BT/Openreach masts It was noted that residents in Church Lane, Wilcot, had successfully challenged the placing of a new pole on the corner of WILC48, where the ownership of the land is uncertain. It was noted that Openreach appear to be installing fibre north of the canal, leaving the other half of the village south of the canal to go without.</p> <p>31.8 WALC update and annual conference The annual conference takes place on Friday 9th June in West Lavington Village Hall, with Danny Kruger, MP, as the main speaker and planning as the main topic. It was agreed to book one place in Cllr DN's name, who will advise nearer the time if she is unable to attend. Clerk had circulated NALC briefings relating to proposed changes to the</p>	<p>NR</p> <p>RK</p> <p>RK</p> <p>RK</p> <p>RK</p> <p>RK</p> <p>RK/DN</p>

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	Infrastructure Levy (S106 and CIL) and the proposed extension of Permitted Development Rights.	
23/32	<p>Exchange of information</p> <p>The next Area Board meeting takes place on Monday 22nd May at Woodborough Social Club.</p> <p>The Clerk's appraisal is booked for Monday 22nd May with Cllrs DN and NF.</p> <p>Cllr NR advised that the Stowell Estate intends to submit a planning application to replace the black barn at the back of East Stowell Farm.</p> <p>Cllr NR said that the hedge cutter has been working its way round the estate. It was noted that the Huish – Draycott – Prospect road needs cutting back at the Prospect end.</p>	
23/33	<p>Set meeting dates for 2023/2024 and set litter pick dates for spring 2024</p> <p>It was hoped that by setting the date of Saturday 16th March 2024 well in advance and publicising it widely, the litter picks would be well attended.</p> <p>Meeting dates were agreed and are set out in the table below.</p> <p>It was agreed that meetings will commence at 7.00pm rather than at 7.30pm.</p>	RK

Planning Committee meetings will be held as required. All meetings will start at **19.00hrs** unless otherwise advertised.

Provisional dates and times of next meetings 2023/2024

Tuesday 20 th June 2023	Oare
Wednesday 13th September 2023	Wilcot
Tuesday 21 st November 2023 - budget	Oare
Tuesday 9 th January 2024 - precept	Wilcot
Tuesday 19 th March 2024	Oare
Tuesday 14 th May 2024 – annual meetings	Oare

Meeting closed at 9.00 pm

Signed: _____

Date: _____