

# WILCOT and HUIISH (with OARE) PARISH COUNCIL

## Local Government Act 1972

Minutes of the Meeting of the Parish Council to be held at Wilcot Village Hall,  
on Tuesday 11<sup>th</sup> September 2018- at 7.30 pm

**Present: Councillors: Mrs D Nix, Mrs N. Fleet, Mr R. Fleet, Miss D Wilson (Vice Chair/Minutes), Ms P Smith, Mr C Bartlett**

REF#	ITEM	ACTION
18/76	<p><b>To receive apologies for absence</b></p> <p>None received.</p>	
18/77	<p><b>To receive declarations of interest</b></p> <p>Cllr CB 18/86; Cllr NF 18/82.4; Cllr DN 18/82.11 and Cllr PS 18/80.1</p>	
18/78	<p><b>To agree the minutes of the meeting on the 28<sup>th</sup> of August 2018</b></p> <p>RESOLVED to accept the minutes. Proposed Cllr CB, seconded Cllr RF all in favour.</p>	
18/79	<p><b>Public question time</b></p> <p>Residents are welcome to make representations, answer questions and give evidence in respect of any item of business included in the Agenda. Any representations not to exceed 3 minutes. Matters outside the scope of this meeting should be sent, in writing to the Parish Clerk at least 3 days prior to this meeting in order for a full response to be made available.</p> <p>0 residents attended.</p> <p>A query about speeding was received from a resident concerned at the speeding through Wilcot. (email August 2<sup>nd</sup> to the Chair). The Parish Council currently supports the Community Speed-Watch project and is part of a collective of Parishes sharing a Speed Indicator Device (SID). The resident asked if the Parish Council support a permanent SID in Wilcot? This query was investigated with a quote for electronic signs of £2,100 and another at £2,300. A quote for a SID was £2,500 all plus VAT. Some SIDs record vehicle speeds via usb. Based on these costs perhaps a shared second SID for the collective Parishes group is an option worth discussing and Wilcot goes onto this rota. The new unit needs to collect data, so evidence can support lobbying for police support if needed. The limit in Wilcot is already 30. Residents are invited to join Speed Watch group. RESOLVED Cllr DW to contact Cllr Gale to discuss this option with the other Parishes in the SID group.</p>	DW
18/80	<p><b>Planning Applications and Enforcement</b></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>Application Ref: 18/08066/FUL                      Proposal:- Erection of ground floor rear extension                      At: 52 Wilcot Green, Wilcot, Wilts, SN9 5NS                      Comments to be received by: 04 October 2018</p> <p>The Parish Council RESOLVED to record no objections. Proposed Cllr CB, seconded Cllr DW all in favour</p>	DW

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18/81	<p><b>To discuss recruitment of a new Clerk</b></p> <p>A possible Clerk/Finance Officer is waiting for a meeting later this month. This would be for the bare minimum of support and /or the financial officer role. Cllr DN and DW to arrange the meeting.</p> <p>Cllr P Oatway arrived 20.08</p>	DW																								
18/82	<p><b>To resolve the outstanding payments and unrepresented cheques:</b> the following payments to be resolved to pay at the meeting:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">82.1 PCAP Grant</td> <td style="text-align: right;">£150</td> </tr> <tr> <td>82.2 Hall hire 2017-18 - Oare Village Hall (£15 per session)</td> <td style="text-align: right;">£165</td> </tr> <tr> <td>82.3 Andrew Rae - auditing the 2017-18 accounts</td> <td style="text-align: right;">£20</td> </tr> <tr> <td>82.4 Nicky Fleet - plants for the Wilcot war memorial</td> <td style="text-align: right;">£75.16</td> </tr> </table> <p>Resolved to pay these immediately by cheque. Proposed Cllr DW Seconded Cllr RF all in favour</p> <p>Payments that are likely to become due shortly:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">82.5 Contribution to Oare Village Gates (requested invoice from Highways again) RESOLVED to pay. Proposed Cllr RF seconded Cllr DN all in favour</td> <td style="text-align: right;">£400 (Clerk requested invoice from Highways again)</td> </tr> <tr> <td>82.6 Bill from external auditors for chasing 2017-18 documents - (no invoice yet received) Awaiting the invoice.</td> <td style="text-align: right;">£??</td> </tr> <tr> <td>82.7 Grant to Citizens Advice Bureau (letter received via clerks email) Not supported</td> <td style="text-align: right;">£100?</td> </tr> <tr> <td>82.8 Oare Village Hall requesting funds for refurbishment</td> <td style="text-align: right;">£??</td> </tr> </table> <p>To supply a request in writing using our form which Cllr DW will supply. Put this information in the newsletter. Make form available on website. The Parish Council to find out who owns the Village Hall. Cllr DW ask Richard Pearce. Cllr DN to ask Caroline Coryndon.</p> <p>To resolve whether to reissue cheques for the 2016-17 &amp; 2017-18 payments that have not been cashed. These are:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">82.9 Oare PCC - grant for upkeep of burial ground 2016-17</td> <td style="text-align: right;">£160</td> </tr> <tr> <td>82.10 Huish PCC - grant for upkeep of burial ground 2016-17</td> <td style="text-align: right;">£110</td> </tr> </table> <p>Cllr DN to ask the resident concerned. Prepared to re-issue.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">82.11 D Nix (Newsletter May 2017) - RESOLVED to reissue as lost plus 37.80 lost cheq 445 28<sup>th</sup> March 2018. Proposed Cllr DW Seconded Cllr PS all in favour</td> <td style="text-align: right;">£20</td> </tr> <tr> <td>82.12 WALC (Clerk's training February 2017?)</td> <td style="text-align: right;">£264</td> </tr> </table> <p>Training not undertaken DW to write to Katie Fielding to confirm.</p> <p>Cllr NF to look into reclaiming VAT for Parish Council</p> <p>Budget review – The Chair thanked her colleagues for all the hours sorting out the finance and communications following the Clerks resignation. Balance at the bank is £12,610 as at 31 August less unrepresented cheques for clerks</p>	82.1 PCAP Grant	£150	82.2 Hall hire 2017-18 - Oare Village Hall (£15 per session)	£165	82.3 Andrew Rae - auditing the 2017-18 accounts	£20	82.4 Nicky Fleet - plants for the Wilcot war memorial	£75.16	82.5 Contribution to Oare Village Gates (requested invoice from Highways again) RESOLVED to pay. Proposed Cllr RF seconded Cllr DN all in favour	£400 (Clerk requested invoice from Highways again)	82.6 Bill from external auditors for chasing 2017-18 documents - (no invoice yet received) Awaiting the invoice.	£??	82.7 Grant to Citizens Advice Bureau (letter received via clerks email) Not supported	£100?	82.8 Oare Village Hall requesting funds for refurbishment	£??	82.9 Oare PCC - grant for upkeep of burial ground 2016-17	£160	82.10 Huish PCC - grant for upkeep of burial ground 2016-17	£110	82.11 D Nix (Newsletter May 2017) - RESOLVED to reissue as lost plus 37.80 lost cheq 445 28 <sup>th</sup> March 2018. Proposed Cllr DW Seconded Cllr PS all in favour	£20	82.12 WALC (Clerk's training February 2017?)	£264	<p>DW/DN</p> <p>DN</p> <p>DW</p> <p>NF</p>
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	salary and Cllr DN recent cheq Income over Expenditure was under £500 for 2017-18	
18/83	<b>To resolve the use of the updated PC funding application form now simplified</b> RESOLVED to use this shorter version. Proposed Cllr PS, seconded Cllr RF all in favour.	
18/84	<b>To discuss creating a footpath on Cocklebury track</b>  Issue from a resident, reported to Cllr DN. This path was very overgrown but has now been cleared and is walkable. Should the parish register this as a footpath? The papers for the process have not arrived yet from the Rights of Way officer. This path falls across three landowners and needs some protection. Cllr DN to chase the paperwork following up with Richard Broadhead at Wiltshire Council. RESOLVED to pursue registering this footpath. Proposed Cllr CB, seconded Cllr RF, all in favour	DN
18/85	<b>To resolve the adoption of a GDPR Privacy Policy and to discuss any further compliance requirements</b>  ICO states we do not need a DPO as a Parish Council Registering Cllrs as Processors- RESOLVED not at present as we do not believe it is necessary as we do not share others data with a third party except via the clerk. Not a good use of the precept. Proposed Cllr CB, seconded Cllr DW all in favour RESOLVED to adopt the privacy policy with agreed minor changes. Proposed Cllr RF, seconded Cllr CB all in favour. Data Audit has been completed and also a DPIA. Signature on Clerks email to be set up.	DW  DW
18/86	<b>To discuss obstruction of tow path/anti-social behaviour and parking issues at the canal in Wilcot</b> A Cllr went to investigate, and the litter and blockage had been cleared so complaint was not valid.  More boats and cars on the lane again so we can expect more complaints. This is not illegal parking. CRT do not appear to be interested in this issue. Boats appear to be overstaying again. A resident is doing a survey currently to provide evidence. Cllr DN will respond to the resident reiterating there is very little we can do. Report as wilful obstruction or unnecessary obstruction to 101.  Cllr DW to send the letter to the estate re fencing the trees off.	DN  DW
18/87	<b>To review Clerk's report</b> Circulated to Cllrs 87.1 Investigate listing the White Hart SID - done Camp site done Canal – letter Walks – this week Pound lane – out of date close Grants – done article in newsletter A345 drains – done Sunnyhill bus shelter – Excellent work by parish stewards Briefing notes circulated Resolved to support PCAPs representation that the rural and geographical nature of the Vale Mannigford is 13 parishes and 60 miles around were as Pewsey is 4 parishes abs 3 miles wide. This represents the rural nature of the vale that is distinctive and would not benefit form being split up.	

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18/88	<p><b>The ownership/responsibilities for the greensward in Oare</b> No sure of ownership but is common ground and belongs to Oare. No-one is looking after it now Bob King has left. Jane and Paul have offered. Cllr DN to investigate and register for the village as an amenity. Jane and Paul have offered to look after it.</p>	
18/89	<p><b>Update on Projects:</b> 89.1 War Memorial Cllr PS will get in touch with mason shortly. Press release to Gazette 89.2 History Website Cllr CB to set this up as a WordPress site in progress. 89.3 School poster – new project School has no capacity. Cllr CB suggests we invite village kids to do a poster by Christmas and offer a £30 prize. Prize for £30 RESOLVED Proposed Cllr RF, seconded Cllr NF all in favour.  Poster on bus stop for this to show what and where this project is about and in newsletter.</p>	DW         DW/DN
18/90	<p><b>Exchange of information</b> 90.1 Boundary Review Briefing note circulated. RESOLVED to support PCAP to keep 3 wards in the Vale of Pewsey and our Area Board. Proposed Cllr DW, seconded Cllr DN, all in favour 90.2 Late application for Exchange of information. Application Number: 18/06252/FUL Site Location: West Stowell Place West Stowell Wiltshire SN8 4JU Mr &amp; Mrs Brenden O'Keeffe Applicant: West Stowell Place West Stowell Marlborough SN8 4JU Applicant Address: Proposal: Amend roof profile from existing permission (18/01836/FUL) NOTED New document only appears to be a certificate of ownership. Objections previously recorded still stand. No further action needed.</p>	

**Meeting closed at 21-30**

**Provisional dates and times of next meetings 2017/18**

Parish Council 27 November 2018	Oare
Parish Council 22 January 2019	Wilcot
Parish Council 26 March 2019	Oare

**Dates for Parish Events**

20 <sup>th</sup> October <i>Parish History Meeting</i>	TBC
Parish Walk TBC	

Planning Committee meetings will be held as required. All meetings will start at 19.30 unless otherwise advertised.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_