

WILCOT and HUIISH (with OARE) PARISH COUNCIL

Minutes of the meeting of the Parish Council
Oare Village Hall, Tuesday 18 February 2014, at 19.30.

Present:

Councillors: Mr C Bartlett, Dr J C Bouch, Mr L Giddings, Dr D Nix (Chair), Mrs N Fleet, Mr R Fleet, Mrs A May (Clerk), Mrs P Smith and Ms D Wilson.

In attendance:

Councillor Paul Oatway, Wiltshire Council, PCSO Joe Sadd, 7 members of the public.

Actions

1. Apologies for absence

None

2. Declarations of Interest on any agenda item to be discussed

Cllr Bartlett agenda items 8 and 10.4, Cllr Bouch agenda item 8.

3. Chairman's Announcements

3.1 Three Councillors attended a Local Discussion Forum with Claire Perry MP at Milton Lilbourne. It was a fruitful debate on key current aspects locally, including a recommendation for Parish Councils to draw up a Neighbourhood Development Plan. The Chair will write a report and post it on the website.

Chair

3.2 The Chairman and Vice Chairman have applied to be drawn for tickets to attend a garden party at Buckingham Palace. Applications were invited from Town and Parish Council Chairmen and Mayors across the country and the Chairman was pleased that the work of Parish Councils is being recognised.

4. Co-option of Councillor to fill the current vacancy (carried forward from November meeting)

An application had been received from Mrs Belinda Lawson for the current vacancy. Mrs Lawson was invited to address the meeting with her reasons for applying. Mrs Lawson left the room while the Council voted on her application.

Resolution: That Mrs Belinda Lawson be Co-opted to the Parish Council.

Proposed: Cllr D Wilson, **Seconded:** Cllr C Bouch, all in favour.

Cllr Lawson was then invited to join the Council, and she signed the Declaration of Acceptance of Office.

5. Public Question Time

A member of the public commented that the November minutes said that camping in Wilcot should remain as an agenda item although it was not on the agenda for this meeting. The Chairman responded that there were a large number of items that could remain permanently on the agenda but this wasn't practical until issues arose against them. This does not undermine the importance of such issues. In this particular case the November minutes recorded that an enforcement had taken place (item 6.1) and the Clerk confirmed that no further correspondence had been received since then. A request was made to add camping in Wilcot to the agenda for the May meeting and the public are invited to submit items for discussion to the Clerk.

Clerk

6. Police Report

The meeting welcomed PCSO Joe Sadd who gave a report on behalf of PC Richard Barratt, Community Beat Manager, Pewsey Neighbourhood Police

WILCOT and HUIISH (with OARE) PARISH COUNCIL

Team. The full report will be posted on the website. Regarding the theft from a car, Cllr Wilson asked if there was signage at key places advising not to leave valuables in cars. PCSO Sadd said that metal signs had been placed at key sites but signs were frequently removed, damaged or destroyed. The Community Beat team plan to visit each full meeting to make a report, and this initiative was welcomed.

7. Minutes of the meetings of 11 December 2013, and 27 January 2014 and action reports

There were no action reports from the meetings of 11 December 2013 and 27 January 2014 and the minutes were adopted as a true record of the meeting without amendment.

8. Kennet and Avon Canal

8.1 Representatives from the Canal and River Trust have been invited to attend the May meeting.

8.2 There were no reports from monitoring officers.

9. Rights of Way

9.1 The Chairman reminded the meeting of the issues around ROW at Rainscombe Park, previously minuted.

The Chair and Clerk had a meeting with the ROW Officer, on site at Rainscombe Park, to discuss the suggestions made by Oare residents and the ROW had no objection to any of the suggestions.

The Chairman drew up a report of recommendations which she sent to Mr Hiscox and he has recently responded to each of the points made. Whilst most of the recommendations are mutually acceptable, the contentious points are: the use of styles in place of gates; Bridlepath 38, the old Roman Road, which residents would like to remain open; the location of the exit of footpath 21 onto the A345 (the ROW Officer had explained that there were a number of such problems resulting from a historical identification of ROW using a small map and a large pen); footpath 17 which residents would like to remain open. The Chairman advised that improved signage would assist walkers to stick to designated footpaths and that ROW are responsible for installing signage where paths meet the highway.

The Council will remind residents, via the website, of the Countryside Code and that walkers should keep to footpaths and keep dogs under control. The next step will be to have a further meeting with the ROW Officer.

Clerk/
Chair

10. Highways

10.1 The Clerk informed the meeting that Area Board Issue 2469, Cross Hayes junction, has been scheduled to be looked at 'imminently' since August 2013. The meeting accepted that the recent flooding has impacted many scheduled works. Cllr Paul Oatway advised that he is concerned at the length of time this is taking and that he is pursuing it through CATG and PCAP. He has asked that, at the very least, it is swept to improve visibility of the existing white lines.

10.2 Nothing further has been heard regarding the proposed 50mph speed limit for C8. Cllr Paul Oatway advised that there has been a knock-on impact on other areas outside this parish and that the proposal is being

WILCOT and HUISH (with OARE) PARISH COUNCIL

reconsidered. Cllr R Fleet said that drain clearance had taken place at the north end of Wilcot on the C8 which has improved the flooding problem there.

- 10.3 It is proposed that the salt bin which currently sits near the canal bridge at Wilcot be moved to Oare where it will help considerably. It will be located behind the wall where the minibus parks and will be used at the top of the hill to prevent motorists sliding on ice before they reach the gritted hill.
- 10.4 Parking on the bridge at Wilcot is a two-fold problem. The Devizes Westminster canoe race at Easter causes parking problems and the Clerk will contact the organisers to request signage and cones so that observers park at the Village Hall and not on the bridge. The second issue surrounds boaters on the canal parking for longer periods of time. This will be raised with the Canal and River Trust at the May meeting. Residents were advised to contact the Neighbourhood Policing Scheme as and when problems arise. There is a meeting of the Pewsey Community Crime and Safety Partnership on 20 April and this issue to be submitted. Clerk
- 10.5 Cllr Wilson told the meeting that she is continues to pursue her report to Highways on the condition of the Stowell road that runs from the A345 at Oare to the C8 outside Wilcot. She has made a number of reports, some of which were recorded as 'complete' when nothing has actually been done. She has requested that this road be included in the list of roads for permanent repair. Cllr DW

11. Budget and Monitoring

- 11.1 As recent bank statements have not been received this item to be carried forward to the next meeting, when a full report will be given. Clerk
- 11.2 The proposed Budget for 2014/15 was distributed to Councillors. Some changes have been made to the format. As a deficit budget cannot be set the Projects Fund will consist of the balance of the Precept after all other commitments have been met. Any unspent budgeted items may be transferred to the Projects Fund, and any reserves.

At a previous meeting it was proposed to have a 'Grounds Maintenance' budget and grants to PCCs would come from this. The Council felt that it would be more transparent to identify the amounts awarded and, again, this gave concern to the sum granted to Wilcot PCC. The Council has made a commitment to Wilcot PCC to grant for 2014/15 at the same level but Clerk to write to Wilcot PCC giving fair warning that this can't be maintained in the future. It will be reviewed annually and can't be guaranteed. The Chairman commented that if the precept had not been increased the commitment for 2014/15 would have been jeopardised.

The meeting discussed the commitment to enter the Best Kept Village scheme. It was agreed to keep it in this budget but review it next year.

Cllr Wilson requested that the defibrillators be added to the Asset Register and the insurance. Clerk

Resolution: That the Budget for 2014/15 be adopted.

Proposed: Cllr R Fleet **Seconded:** Cllr C Bartlett All in favour.

The Chair and the Clerk expressed thanks to Cllr N Fleet who has maintained the financial affairs during the change in Clerks.

- 11.3 No further costs incurred for formal Councillor and Clerk training.

WILCOT and HUISSH (with OARE) PARISH COUNCIL

- 11.4 A letter was received from the Wiltshire Citizens Advice Bureau requesting a donation. The Clerk proposed carrying this item forward to the next meeting which will give time to evaluate the reserves. Clerk

12. Project Fund

- 12.1 Cllr R Fleet will investigate whether repairs are required to the War Memorial in Wilcot. Cllr Paul Oatway advised that an application for a grant may be made to the War Memorials Trust in the first instance and if that fails to the Area Board. An event will take place at Tidworth marking the anniversary of the Great War. Cllr RF
- 12.2 Cllr R Fleet proposed a hard standing area, with bench and small waste bin, where children wait for the school bus in Wilcot. He has drawn up plans and obtained costings. The Farm Manager is in agreement although final agreement has not yet been received from the landowner. Highways have acknowledged, but declined to respond until the current flooding emergency allows time. Cllr Paul Oatway advised that he will support an application for a grant of £1,000 to the Area Board. As soon as all agreements are in place Cllr R Fleet to contact Caroline Brailey. Cllr RF
- 12.3 A letter was received from AES Europe offering assistance with maintaining village ponds.
- 12.4 An email was received from Pewsey and District Feast and Carnival inviting Oare and Wilcot Village Halls and Huish Church Hall to apply to receive awards. Clerk to forward to relevant people. As Huish doesn't have a Church Hall, Cllr Wilson suggested that element of the potential award be made to the defibrillator fund. Clerk

13. Training for Councillors and Parish Clerk

- 13.1 The WALC Regional Conference takes place on 30 April.
- 13.2 Following a successful Council CPD session in November by Cllr Wilson, the Chairman suggested a further CPD session be held before the AGM. This would cover division of responsibilities, working practices, an internal audit and quality review, and other items requested by Councillors. Chair and Clerk will circulate an agenda. This will be held the same evening as an open meeting with a representative from the Planning Department. Clerk to ask Planning for date suggestions. All Cllrs
- 13.3 Pewsey Area Board and Pewsey Community Area Partnership are hosting a 'What Matters to You' event in Pewsey. The Chair, the Clerk and Cllr Wilson will attend.

14. Policies for Adoption

- 14.1 **Standing Orders Part 2 – Financial Regulations.** These have been updated from the previous issue.
Resolution: That the Standing Orders Part 2 – Financial Regulations be adopted.
Proposed: Cllr R Fleet **Seconded:** Cllr Bartlett All in favour
- 14.2 **Declaration of Acceptance of Office.** Change in the date of legislation.
Resolution: That the Declaration of Acceptance of Office be adopted.
Proposed: Cllr Bouch **Seconded:** Cllr R Fleet
- 14.3 **Vexatious Correspondence and Complaints Policy.** Updated from the previous issue which had missing detail.
Resolution: That the Vexatious Correspondence and Complaints Policy be adopted.
Proposed: Cllr Wilson **Seconded:** Cllr Bartlett All in favour
- 14.4 **Publication Policy.** This is necessary now the Council has a website.
Resolution: That the Publication Policy be adopted.

WILCOT and HUIISH (with OARE) PARISH COUNCIL

Proposed: Cllr R Fleet **Seconded:** Cllr C Bartlett All in favour

14.5 The Code of Conduct was removed from the ratification list.

15. Street Lighting Oare and Huish

One light in Huish continues to cause problems with an engineer having paid three visits. A fourth visit is awaited.

16. Village Clean up Day – Saturday 5 April

Cllr R Fleet will create a poster for noticeboards and the web site. Clerk to Cllr RF
contact Stephen Matthews, the Community Coordinator to organise pickers,
gloves, bags and tabards, and find out if they collect rubbish or if we have to
take it to the tip. Clean up will take place 10am-12.00, meet at the village halls. Clerk

17. Emergency Planning

A list has been created of residents willing to help with time and equipment including one company in Oare willing to loan equipment. Cllr Wilson will present the plan to Wiltshire Fire and Rescue and the Police Neighbourhood Team. Cllr DW

18. Letter from AES Europe re Village Ponds

A letter was received from AES Europe offering assistance with maintaining village ponds.

19. Review of the Conservation Area Statements for each area

As Conservation Area Statements were adopted under previous legislation Council is not able to make any changes to them but it is useful for Councillors to be aware of the contents.

Claire Perry MP recommends that villages should have a Neighbourhood Development Plan and the Chairman will put this to the Council at the meeting in May for a decision as to draw one or not. At present there is no affordable housing in the parishes, and nowhere for children of residents to set up home where they have spent their lives. The Chairman asked Councillors to give some consideration as to identifying a small area of land that could be developed for 10 or so affordable houses. The Chairman would like to engage with parishioners to find out their views and felt an NDP that reflects the views of parishioners would carry more weight. All Cllrs

The Council felt strongly that the Conservation Area Statement was not being taken seriously by the Planning Department and it was therefore not worth the effort of a NDP if that also would not be taken seriously. Council felt that the Conservation Area Statements were a valuable tool in maintaining the integrity of villages.

20. To review and provide feedback on new planning applications from Wiltshire Council

20.1 **14/01121/LBC** Change of roof covering from combed wheat straw to Norfolk reed at Stable Cottage, Cold Blow, Oare.
No objections.

20.2 **14/01254/TCA** Work to trees in a Conservation Area. Fell a beech tree at The Cabin, Rudge Lane, Oare. This application was received after the agenda was posted, but requires comment before the next planned meeting.

Objection on the grounds that the application requires written arboricultural advice or other diagnostic information from an appropriate

WILCOT and HUIISH (with OARE) PARISH COUNCIL

expert in the case that the tree is diseased or may fall and no such arboricultural advice was supplied, therefore there was insufficient information to make a decision.

21. Exchange of Information

- 21.1 Defibrillators will be installed 19 February by CS Electricals who will install at half the usual cost. First Aid training for Year 5 and 6 children from Oare School took place on 12 February. In response to a question from the floor Cllr Wilson said that public awareness sessions will be organised in the future. Cllr DW
- 21.2 The Annual Parish Meeting will take place on a separate night to the Parish Council AGM this year. Date is 29 April and location is Oare Village Hall (as it was in Wilcot last year). It will be publicised on the website and noticeboards, and in the Gazette and Herald, the Messenger and local pubs. The agenda is by request from the public and any resident from the three parishes (Wilcot, Oare and Huish) may speak at the meeting. Agenda items should be submitted to the Clerk.
- 21.3 Clerk will compile a report for the Pewsey Area Board meeting 10 March. Clerk

22. Proposed items for next agenda

- 22.1 Camping in Wilcot

23. Date and time of next meetings

Tuesday 20 May 2014 at 19.30, Wilcot village hall. AGM
Tuesday 29 April 2014 at 19.30, Oare village hall. Annual Parish Meeting.
Planning Meeting and closed Council CPD – date TBA
The meeting ended at 21.50.

Additional diary dates:

Saturday 5 April – village clean up day
'What Matters to You' – Pewsey, 24 February
Pewsey Area Board meeting – Burbage, 10 March (report submissions 26 February)
WALC Regional Conference – 30 April

Chairman:

Date: