

WILCOT and HUISSH (with OARE) PARISH COUNCIL

**Minutes of the meeting of Wilcot and Huish (with Oare) Parish Council
at Oare Village Hall
on Wednesday 24 August 2016**

Present:

Councillors: Mrs D. Nix (Chair), Mr C. Bartlett, Mrs N. Fleet, Mr R. Fleet, Mr L Giddings, Mrs B. Lawson, Mrs P Smith and Ms D. Wilson.

Also present:

Mr A McGarry - Wootton Rivers
9 members of the public attended.

16/44 **Apologies for absence**

None.

16/45 **Declarations of interest on any agenda item to be discussed**

Item 16.53 – Cllr Bartlett declared an interest.

Item 16.56 – Cllr N Fleet, Cllr R Fleet, Cllr Giddings and Cllr Smith declared an interest.

Item 16.57.3 - Cllr R Fleet declared an interest.

16/46 **To agree the minutes of the meeting of 25 May 2016 and 11 August 2016**

Resolved: to approve and sign as a true record the minutes of the meetings of the Parish Council on 25 May 2016 and 11 August 2016.

16/47 **Chairman's Announcements**

The Chair made the following statement.

"In the interests of transparency, I can now disclose that several complaints against councillors have recently been made to the Wiltshire Council Monitoring Officer. These have been assessed and rejected.

Two residents made a complaint against each and every Councillor. They alleged that all the Councillors had broken every aspect of the Council's Codes of Conduct by discussing and following up on complaints made by the public about some of their business activities. This complaint was assessed by the deputy monitoring officer who ruled that the complaint was out of time, but that the matters raised were legitimate for a parish council to discuss. He did suggest that in limited circumstances the public could be excluded from such discussions. The complainants appealed this decision which was then reviewed by the Standards Committee. The Standards Committee reassessed the complaint as if it had been made within the time limit and ruled that the Councillors had not broken any aspect of their Codes of Conduct.

A further related complaint was made by a non-resident against a single Councillor, alleging bullying and disrespect in a public meeting. The deputy monitoring officer assessed this complaint and found there was no case to answer. He did offer the complainant some advice as to what constitutes freedom of speech and the normal hurly burly of public debate. This decision was not appealed."

WILCOT and HUIISH (with OARE) PARISH COUNCIL

The Chair also announced that the Kennet and Avon Boating Community are organising a towpath tidy from 11.00 to 14.00 on 4 September 2016 -

<http://kanda.boatingcommunity.org.uk/towpath-tidy-wilcot-4th-september/>

All are welcome to join in.

She also asked that people contact the Parish Council first if they have questions about anything the Parish Council is doing. The Council cannot include all the details in its minutes and we would rather people contact us for clarification than that misunderstandings proliferate. The Clerk's email address is:

clerk@wilcotandhuish-pc.gov.uk

or phone Cllr Nicky Fleet (acting Clerk) on 01672 563859

16/48 **Public question time**

Concerns were raised by several boaters living on the Kennet and Avon canal that the verge improvement works proposed by Parish Council would lead to a reduction in the number of parking spaces and result in cars being parked in Wilcot village itself. The facility to park at other locations has been progressively reduced, forcing more people to use the mooring and verge in Wilcot.

The Chair clarified that the public and press had only been excluded from the final item of the meeting on 25 May 2016 - all other matters had been open to the public. This is the only time the Parish Council has discussed any item in confidence. She stressed that the Parish Council welcomes participation from any interested, or affected parties. The proposals for improvements to the verge along the road from Wilcot bridge to Cannings Cottage would be discussed at item 16.53.

16/49 **Budget and monitoring**

1) To receive the budget and monitoring report for June to August 2016

A copy of the bank reconciliation to 23 August 2016 had been circulated to all Councillors. A copy is appended to these minutes. There were no questions concerning the report.

Resolved: unanimously that the Budget and Monitoring report be approved.

Cllr N Fleet requested that consideration be given to purchasing a printer/scanner for the use of that Clerk. It was resolved to allocate a budget of up to £200 for this purpose.

2) To authorise payment of invoices due

Resolved: that payment of £121.80 be made to Charlton Baker for payroll services.

Resolved: to allocate £19.95 for a land registry search in connection with the White Hart, Oare.

3) To consider a process for internet banking on the Council's current account

Cllr N Fleet had circulated a proposed internet banking process. A suggestion that payment should also be authorised by emails from two current signatories to the account was agreed.

Resolved: that the Clerk set up internet banking for the Lloyds current account and that payments be authorised according to the agreed process.

4) To resolve the amounts of grants to PCCs for the upkeep of burial grounds in the Parish

WILCOT and HUIISH (with OARE) PARISH COUNCIL

Parish Council have received a request from Wilcot PCC for a grant towards the upkeep of their burial ground in 2015. Clerk to write to Oare and Huish PCC's to establish what their costs are in order that the budgeted amount can be allocated between the PCCs.

16/50 **Clerk's Report**

The Clerk's report was noted.

16/51 **To consider the completion of a Neighbourhood Plan**

Councillors heard a presentation on the preparation of a Neighbourhood Development Plan from Mr Anthony McGarry of Wootton Rivers.

The Neighbourhood Development Plan is a reference document that would form a framework for development in the Parish for 15 to 20 years. It would be put together by a team of volunteers, including one or two Parish Councillors, and would take around 18 months to complete. Funding of up to £8,000 may be available.

Councillors thanked Mr McGarry for his presentation and for taking the time to come and speak to them.

It was proposed to discuss the feasibility of preparing a plan for the Parish at the November meeting.

16/52 **To receive information about a proposed change to the C52 at Cross Hayes**

Cllr R Fleet gave an update on proposals to limit the amount of traffic using the C52 through Manningford. Currently the remaining proposal is to close the road from Cross Hayes to the fork with the lane that comes out at the Golden Swan. This would direct all traffic headed to Salisbury via the junction at the Golden Swan.

Councillors felt that this would result in additional traffic being directed into Wilcot, which already suffers from high volumes of through traffic. The layout of the junction by the Golden Swan was felt to be unsuitable for increased volumes of traffic - and the road between the Golden Swan and the junction with Hare Street is too narrow for two-way traffic. Also the impact on the two properties with access from that road would be unacceptable.

CATG has indicated that there will be a public consultation before any measures are introduced. Cllr Fleet to respond to Manningford with Parish Council's concerns.

16/53 **To receive an update on the road verge by the canal at Wilcot**

The Chair stressed that the intention was not to remove parking on this stretch of the road, however it is not a recognised parking area and the surface is not suitable. It has been badly chewed up by vehicles in places and the vegetation and bank have suffered from the gradual erosion. There are also health & safety concerns that inconsiderate parking in the narrower stretches can limit access for emergency vehicles, and also obstruct farm traffic.

The current proposal is to build up the bank at the narrowest point near the bridge, and take the parking away from houses and trees. Hard core would be put down in suitable areas to improve the parking.

It was resolved to carry out a site visit to identify the area that needs banking, and look at what can realistically be done with the materials and time available. Details of the meeting will be passed to a representative from the canal residents so they can attend.

WILCOT and HUIISH (with OARE) PARISH COUNCIL

- 16/54 **To receive an update on the Everleigh recycling centre**
Cllr Wilson has provided feedback to PCAP on this issue. Parish Council supports the continuation of local recycling facilities at Everleigh.
- 16/55 **To consider the provision of First Aid training for pupils at Oare School**
Funding for this was discussed at Pewsey Area Board and should go ahead in early 2017.
- 16/56 **To consider support for Wilcot Recreation Ground & Village Hall for the repair of the ceiling**
Wilcot Recreation Ground & Village Hall Management Committee have applied to replace the suspended ceiling in the village hall, part of which collapsed in early June. If funding permits it also hopes to make other improvements to the facility such as a disabled toilet. It is anticipated that funding will be available through local donations, Area Board, and the Heritage Lottery Fund.
- The remaining Councillors expressed their support for this work and would be prepared to make a suitable contribution once estimates have been obtained. Cllr Wilson pointed out that Wilcot village hall is a respite centre in the Emergency Plan, and is an important community facility.
- 16/57 **Project update**
- 1) Village gateways
Clerk will write to householders affected by the proposed siting of a gateway at the south end of Oare.
 - 2) Repairs to Wilcot War Memorial
It is hoped that two Councillors will be able to attend a workshop on 20 September in Salisbury.
 - 3) Emergency Planning
Cllr Wilson has prepared a bid to SSE for emergency equipment for the Parish. The collapsed ceiling in Wilcot village hall has compromised its use as an emergency respite facility. She will contact SSE to see if funding might be available to assist with repairs.
 - 4) To consider the production of a Parish footpath and history booklet
Funding may be available from Great Western Railway for a leaflet on Parish walks. To be discussed further at the November meeting.
- 16/58 **Policies and procedures**
To consider supporting the AONB document on Dark Skies
Resolved: to support a move to low impact street lights in suitable locations to protect the rural environment and wildlife of the Parish.
- 16/59 **Planning Applications**
There were no applications to consider.
- 16/60 **Correspondence**
Clerk's correspondence is being posted to the google drive folder. This has to be downloaded before it can be read. Cllr Bartlett to look and see if there is a better way to manage this.
- Clerk has received a reply from Wiltshire Council planning department regarding the driveway at 3 Alton Road. She will respond.

WILCOT and HUIISH (with OARE) PARISH COUNCIL

16/61 **Exchange of information**

Rushall PC have been in touch regarding the collection of the standard for Best Kept Village. Cllr R Fleet & Cllr Bartlett to arrange handover.

16/62 **Dates and times of meetings**

- 10 November 2016 – Oare Village Hall
- 25 January 2017 – Wilcot Village Hall
- 8 March 2017 – Wilcot Village Hall

- May 2017 – Annual meeting of the Parish Council – Oare Village Hall
Date is dependent on the date of the general election.

Planning Committee Meetings will be held as required.

The meeting closed at 21.35.

WILCOT and HUIISH (with OARE) PARISH COUNCIL

Financial report to 23 August 2016

Lloyds current account

Date	Details	Description	Deposits	Withdrawals	Balance
13/05/2016		Balance at 13 May 2016			10044.38
20/05/2016	384	Clerk's salary (April) WALC/NALC		171.70	9872.68
31/05/2016	383	subscription		225.24	9647.44
03/06/2016	382	SLCC (Clerk's Guide)		18.20	9629.24
03/06/2016	385	Came & Co - insurance Heartbeat Trust		291.04	9338.20
18/07/2016	389	(Defibs)		126.00	9212.20
19/07/2016	388	Manningford PC (SID)		250.00	8962.20
20/07/2016	387	HMRC		42.80	8919.40
15/08/2016	391	C Bartlett - Web hosting		95.93	8823.47
Account balance at 15 August 2016					8823.47

Payments made to date

Cheque date	Details	Description	Amount
11/05/2016	382	SLCC (Clerk's Guide) WALC/NALC	18.20
11/05/2016	383	subscription	225.24
11/05/2016	384	Clerk's salary (April)	171.70
27/05/2016	385	Insurance	291.04
20/06/2016	386	Community First	36.00
10/07/2016	387	HMRC	42.80
10/07/2016	388	Manningford PC (SID) Heartbeat Trust	250.00
10/07/2016	389	(Defibs)	126.00
20/07/2016	390	ICO	35.00
20/07/2016	391	C Bartlett - Web hosting	95.93

NS&I - savings account

Balance at 15 August 2016 958.45