

WILCOT and HUIISH (with OARE) PARISH COUNCIL

Local Government Act 1972

Minutes of the Meeting of the Parish Council at the Wilcot Village Hall,
on Tuesday 22nd January - at 7.30 pm

**Present: Councillors Dee Nix (Chair), Dawn Wilson, Richard Fleet, Nicky Fleet, Prue Smith, Chris Bartlett.
Clerk Ruth Kinderman
County Councillor Paul Oatway until 8.15 pm**

19/01	<p>To receive apologies for absence</p> <p>None.</p>	
19/02	<p>To receive declarations of interest</p> <p>Cllr PS - 19/06.1 Cllrs RF and NF – 19/07.1</p>	
19/03	<p>To agree the minutes of the meetings on the 27th of November and 18th of December 2018</p> <p>Cllr DW proposed, seconded by Cllr PS that these were an accurate record; all in favour and signed accordingly by Cllr DN.</p>	
19/04	<p>Announcements from the Chair</p> <p>None.</p>	
19/05	<p>Public question time</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 particular 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>No residents attended the meeting and no communications had been received by the Clerk.</p>	
19/06	<p>Planning Applications and Enforcement</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>06.1 Application 18/11877/LBC and 18/11653/FUL 52 Wilcot Green Proposal: to alter kitchen window opening and replace window. Provide new front door. Retain existing larch close boarded fence on north east side. Comments by 31/01/19</p> <p>Clerk advised that the application had been amended this morning to include timber steps, a jetty and a summer house. All agreed to call a separate planning meeting; Clerk to advise the Planning Department and request an extension to the response deadline.</p> <p>06.2 Appeal against refusal of 18/05366/FUL Cocklebury Farm Proposal: Conversion of two stable buildings into three units of holiday accommodation; use of land for the stationing of shepherd's huts (maximum of 4);</p>	RK

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	<p>associated parking. Comments by 22/01/19 – extension to response deadline has been requested</p> <p>Clerk advised that the planning inspectorate had agreed an extension until Friday 25th due to tonight’s meeting. Cllr DN to finalise draft response tomorrow morning for comments by other councillors. Clerk to submit final agreed response to the Planning Inspectorate on Friday 25th. All agreed that the reasons for the original refusal still stand. Concern was expressed that the gate at the entrance to the bridleway leading to Cocklebury Farm is locked most of the time. Cllr PO to investigate.</p> <p>06.3 To discuss adoption of end of Cocklebury Lane It was noted that the lane is under shared ownership; the western end is overgrown and impassable. Cllr CB proposed that the lane be adopted; seconded by Cllr RF, all in favour. Clerk to send OS grid reference of this lane to the Senior Rights of Way warden and obtain relevant information and forms. (Cf item 09.3)</p>	<p><i>DN/all</i></p> <p><i>RK</i></p> <p><i>PO</i></p> <p><i>RK</i></p>
<p>19/07</p>	<p>Budget and monitoring report</p> <p>07.1 To ratify appointment of Cllr N Fleet as RFO Cllr CB proposed that Cllr NF be appointed as RFO; seconded by Cllr DW. All in favour. Clerk to book Cllr NF onto RFO training course as soon as possible.</p> <p>07.2 To authorise the payment of invoices due The PCC had applied for a grant of £400 towards grass cutting in the cemetery. Cllr CB proposed that the full amount requested be granted; seconded by Cllr RF. All in favour. Cllr NF to arrange payment; Clerk to advise PCC of successful grant application and remind the PCC of the parish council’s grants policy.</p> <p>07.3 To receive the budget and monitoring report Cllr NF had circulated the updated report and made the bank statement available for perusal at the meeting. Cllr PS proposed that the report be accepted; seconded by Cllr RF. All in favour. Cllr NF to update contact details for the National Savings account.</p> <p>07.4 To confirm the Budget for 2019-2020 precept has been submitted Clerk had submitted precept request for £7205 on 17th January.</p> <p>07.5 To discuss bank signatories It was agreed that four signatories are sufficient. Cllr NF pointed out that she sets up payments online but is also a signatory. After general discussion of the risk posed by this situation, it was agreed that the second signatory will always refer to meeting minutes to check that payments being made have been authorised. The Financial Regulations will be updated to reflect the use of online banking and address any risks associated with this; to be itemised on the next agenda.</p>	<p><i>RK</i></p> <p><i>NF</i></p> <p><i>RK</i></p> <p><i>NF</i></p> <p><i>RK</i></p>
<p>19/08</p>	<p>Project updates</p> <p>08.1 Update on CATG/Highways meeting in Wilcot Jan 16th 2019 Cllr PO apologised for not having been able to attend the site meeting with Cllrs DN and DW and Mark Stansby and Richard Dobson of Highways. It was noted that on an average day, three cars are parked on the bridge; Mark Stansby to arrange for a deterrent white ‘H’ line in the first instance. Richard Dobson advised that it may be possible to adopt part of the verge under a Section 96 agreement, subject to periodic review and re-application by the parish</p>	<p></p>

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	<p>council. The parish council would then be responsible for cultivation and maintenance of the verge but could also opt to put in large wooden stakes with light reflectors to prevent parking; CATG funding could be available for this</p> <p>It was agreed that although the adoption process seemed to be a convoluted approach to achieving what Highways could do, no further action would be taken until Richard Dobson has reported back as to whether there are any services below the ground and whether this verge can be adopted.</p> <p>Cllr DN had attended the CRT meeting in October and there is a suggestion that a CRT representative may come to Wilcot for a site visit. It was agreed that enforcement of canal regulations is far too weak; Cllr CB suggested making an FOI request in order to find out what data the CRT gathers regarding barge movements and how they utilise it.</p> <p>Cllr DW to send information regarding the derelict boat to the Clerk, who will inform the CRT and request its immediate removal.</p> <p>08.2 Update on War Memorial restoration – start date Cllr PS will telephone the stone mason tomorrow to confirm when in March the work will commence; an early date is preferred.</p> <p>08.3 Update on History Project Cllr CB reported that Wilcot has made a good start; Cllr DW (for Huish history) has been unable to get the media library to work – Cllr CB to advise. Cllr Dee (for Oare history) to arrange her training for uploading the history information.</p> <p>08.4 Adoption of bench and bus stop in Wilcot It was agreed that maintenance is within the parish steward’s remit and that adoption would not be pursued. Clerk to update steward’s schedule. It was noted that the standard of stewardship in Oare had greatly improved.</p> <p>08.5 To ascertain ownership of bench in Oare Cllr NF had circulated the asset register which showed that the bench does belong to the parish council.</p> <p>08.6 To ascertain ownership/arrange adoption of greensward in Oare Clerk to pursue enquiries with the Land Registry. Cllr DN to approach Oare village hall committee about arranging a working party.</p>	<p><i>DW/RK</i></p> <p><i>PS</i></p> <p><i>DW/CB</i> <i>DN/CB</i></p> <p><i>RK</i></p> <p><i>RK</i> <i>DN</i></p>
<p>19/09</p>	<p>Clerks Report</p> <p>09.1 Request review and update of Assets Register Cllr NF had circulated the most recent register and it was agreed to be correct.</p> <p>09.2 To confirm acceptability of electronic summons to meetings Clerk outlined the law regarding summons and obtained positive affirmations from all councillors that they were agreeable to receiving electronic summons to meetings.</p> <p>09.3 Footpaths 2026 Clerk explained the 1st January 2026 deadline for mapping all public routes not currently recorded on definitive rights of way maps. Cocklebury Lane (cf item 06.3) is an example of such a route. Clerk has requested an up to date definitive map to pursue this matter.</p>	<p><i>RK</i></p>

