

# WILCOT and HUIISH (with OARE) PARISH COUNCIL

## Local Government Act 1972

Minutes of the meeting of the Parish Council held at the Oare Village Hall,  
on Tuesday 23rd July 2019 at 7.30 pm

**Present: Councillors Dee Nix, Dawn Wilson, Prue Smith, Richard Fleet, Nicky Fleet**  
**Clerk Ruth Kinderman**  
**Residents Philip and Victoria Coles**

19/48	<p><b>To receive apologies for absence</b></p> <p>Cllrs Chris Bartlett and Paul Oatway.</p> <p>All were in favour of accepting Cllr Bartlett's apology.</p>	
19/49	<p><b>To receive declarations of interest</b></p> <p>Cllr DN – Item 54.2 Cllr DW – Items 53.3, 54.2, 54.5</p>	
19/50	<p><b>To agree the minutes of the meeting on the 11<sup>th</sup> June 2019</b></p> <p>Cllr DW proposed that these be accepted as an accurate record; seconded by Cllr NF, all in favour and signed accordingly by Cllr DN.</p>	
19/51	<p><b>Announcements from the Chair</b></p> <p>51.1 To ratify appointment of Clerk following six-month probationary period Cllr DN noted that following a successful probationary period, a permanent position would entail an incremental increase in salary. Cllr PS proposed that the Clerk be offered a permanent position, seconded By Cllr RF, all in favour.</p>	
19/52	<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 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 communications had been received by the Clerk. There were no questions from the floor.</p>	
19/53	<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>53.1 Application 19/05896/TCA Manor Farm, Wilcot ,Pewsey ,Wiltshire, SN9 5NS Proposal: Robinia tree - deadwood removal; crown reduction by 30% &amp; prune laterals to shape Comments by 10<sup>th</sup> July</p> <p>It had been agreed by email that the Parish Council had no objection. Clerk had submitted response accordingly and the application has since been approved by Wiltshire Planning Department.</p>	

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	<p>53.2 Application 19/06120/FUL  Paddock Cottage, Rudge Lane, Oare, Marlborough, Wiltshire, SN8 4JH  Proposal: Demolition and replacement of existing bungalow with a new house.  Comments by 2<sup>nd</sup> August</p> <p>Plans had been viewed online and were available as hard copies to peruse at the meeting. It was noted that the 1.6m increase in overall height was not as great as might be expected from the application description. The change of style prompted discussion, but it was agreed that there were no planning criteria to warrant any objection. The loss of a bungalow was deemed to be unwelcome at a time of poor housing stock of that variety throughout Wiltshire.  It was agreed that the Parish Council would submit no objection.</p> <p>53.3 Appeal  APPELLANTS NAME: Mr P &amp; Lady A Elletson  APPEAL SITE: The Old Rectory, Huish, Wiltshire, SN8 4JN  PROPOSED DEVELOPMENT: Erection of glazed link between dwelling and outbuilding (Resubmission of 18/01342/FUL &amp; 18/01440/LBC)  INSPECTORATE REFERENCES: APP/Y3940/W/19/3223308  APP/Y3940/Y/19/3223309  APPEAL START DATE: 10 July 2019  Comments by 14<sup>th</sup> August</p> <p>It was agreed that having submitted no objection to the original application, the Parish Council had no further comments to make.</p>	RK
19/54	<p><b>Budget and monitoring report</b></p> <p>54.1 To note invoices paid since the last meeting in accordance with Fin Regs Appendix -Data Protection Fee  This would be paid by direct debit from now on in order to benefit from the £5.00 discount.</p> <p>54.2 To authorise the payment of invoices due  - Noticeboard for Oare  - Noticeboard for Huish</p> <p>Quotes had been obtained and circulated by email. It had been agreed to proceed with the Aluminium Classic in white for Oare and the same in green for Huish. The Clerk is hoping to negotiate a multi-buy discount and is waiting to hear back from the supplier. Lead time is 7-8 weeks; Cllr Wilson proposed that the Clerk be authorised to proceed with placing the order as soon as possible up to a total cost of £2000.00, to include arranging installation. Proposal seconded by Cllr DN, all in favour.</p> <p>- Web hosting (Cllr Bartlett)  Cllr DN proposed that Cllr Bartlett be reimbursed the £180 for this year's web hosting and domain name. Seconded by Cllr RF, all in favour.</p> <p>- Young Johnson War Memorial Final Invoice  Cllr PS had circulated the final invoice of £4620.00 (£3850.00, plus £770.00 VAT to be reclaimed). Cllr RF proposed that this be paid now that the work had been completed satisfactorily; seconded by Cllr DN, all in favour. Cllr RF will upload the photographs and</p>	RK

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	<p>report of the restored memorial to the War Memorials Trust website as the final step towards claiming the Trust grant of £1830.00. Cllr PS noted that Young Johnson had returned when requested to repair, to a very high standard, some dents they had inadvertently caused to the gate.</p> <p>Charlton Baker had sent a quarterly invoice for £37.50 for payroll services. It was agreed to authorise this without it having been specified on the agenda as it is itemised in the Appendix to the Financial Regulations.</p> <p>54.3 To receive the budget and monitoring report The report had been circulated by Cllr NF, who had also prepared a spreadsheet showing overall expenditure against the budget. There were no questions.</p> <p>54.4 To consider application for grant from Wilcot PCC The PCC had submitted two quotes for the cemetery grass cutting during 2019, one for £840.00 and one for £1025.00. Cllr RF proposed that the application for a grant of £400 towards this be approved. Seconded by Cllr DW, all in favour.</p> <p>54.5 To consider application for grant from PCAP Clerk read out the description of PCAP's activities as provided on the application form. Cllr DN reminded the Council to consider to what extent PCAP benefits parishioners, in accordance with the Grants Policy. It was agreed that PCA does benefit parishioners but that it was difficult to quantify. It was noted that this year's application for £250.00 represented a considerable increase on last year's donation of £150.00 but that the higher amount was still good value at approximately £0.50 per elector. Cllr RF proposed that the application for £250.00 be granted; seconded by Cllr NF, all in favour.</p>	<p><i>RF/PS</i></p>
<p>19/55</p>	<p><b>Project updates</b></p> <p>55.1 Verge markers/Huish Lane Cllr DN reported that the Parish Steward hopes to be able to install the markers on Friday. Cllr DN will speak to the appropriate householder(s) prior to making an indicative plan for the steward to guide this work.</p> <p>55.2 The White Hart, Oare Cllr DN has made two further attempts to contact the agent in order to arrange a viewing. Clerk to contact Steve Jenkins to ask him to write to the owners to remind them of their obligations with regards to selling an Asset of Community Value. It was noted that the roof at the rear of the property has now got a hole in it.</p> <p>55.3 The Greensward Mrs Gudrun Osborn, Headmistress of Oare School, and Mr Jon Ford of the Village Hall Committee have volunteered to sit on the new Greensward committee. Cllr DN volunteered to represent the Parish Council on the new committee. Cllr DN to approach Mrs Margaret Giddings, and Cllr DW to approach Paul and Jane Darby, about joining the committee. Clerk has written to Woolley &amp; Wallis to ask for any archived documents relating to the Greensward. Clerk to draft a constitution for the new committee and research the relevant legislation relating to Parish Council Sub-Committees.</p>	<p><i>DN</i></p> <p><i>DN</i></p> <p><i>RK</i></p> <p><i>DN/DW</i></p> <p><i>RK</i></p>

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	<p>55.4 Section 96 licence/bollards for canal verge at Wilcot It had been agreed by email to delay applying for a licence and reconsider asking Highways to install some bollards. Cllr Oatway had since advised that this request will need to be referred to Richard Dobson of Highways. Clerk to follow up as convenient. Clerk to arrange a site meeting with Cllrs RF and CB in order to gain greater understanding of the problems.</p>	<p>RK RK/RF/CB</p>
<p>19/56</p>	<p><b>Clerk's Report</b></p> <p>56.1 Follow up from canal complaints Clerk had passed the matter on to the police, from whom no reply had been received. Further follow-up to the original complainant had brought the response that the litter had been removed and the boat and occupants had gone. Matter closed.</p> <p>56.2 Draycott crossroads The new Gully Service had visited the site and cleared a huge amount of silt, uncovered a drain that has been under mud for several years and jetted the appropriate lines; it was recognised by the Gully Service that the drains would silt up again very quickly. Failure of the jetting to lead to a third drain or manhole cover might indicate a fault in that line and the matter has therefore been referred by the Gully Service to the Highways Engineer.</p> <p>56.3 VE Day The Clerk to Alton PC had confirmed that an event and/or beacon is planned for next May; he will confirm details after their next meeting in September so that the parishes can either dovetail or avoid clashing as necessary.</p> <p>56.4 White lining at Wilcot canal bridge Clerk had asked Richard Dobson to delay the white lining until the road was resurfaced at beginning of July. Clerk to notify Richard Dobson that the resurfacing had since been postponed due to the hot weather.</p> <p>56.5 Community Governance Review Clerk to circulate details of this review and of the concurrent review of electoral arrangements, polling districts etc. It was agreed to take the opportunity to re-establish the alternate use of Wilcot and Oare village halls as polling stations. Further discussion will take place at September's meeting.</p> <p>56.6 Correspondence Clerk had written to Ladybird Cottage (cf 19/32.1) about keeping the footpath clear and to 1 The Stocks, Oare, about keeping the overhanging foliage under control. It was agreed to reject a request to put a link to a Jobcentre mapping service on the parish website. Cllr DW advised to refer the correspondent to PCAP's business listing. The telephone kiosk at Huish has been added to BT's repainting schedule.</p>	<p>RK RK RK RK</p>
<p>19/57</p>	<p><b>Exchange of information</b></p> <p>57.1 Highways Meeting 13<sup>th</sup> June – devolution of services Cllr DW reported that Wiltshire Council's contract will shrink during the next two years from serving 18 towns to 3, and approximately halving the 254 parishes it currently serves. Wiltshire Council will still fulfil its statutory duties such as strimming splays at junctions but all other verge cutting will be devolved to parishes.</p>	

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<p>The Parish Council will take steps to ascertain what cutting is required in the parish, and when: guidance from Plantlife for increasing wildflowers will be considered, residents will be asked their opinions via the September newsletter and likely costs of verge maintenance to the parish will be researched. Legal support for arranging devolution of services is available at no cost for up to two years.</p> <p>Newsletters – it was agreed to consider producing these separately from The Messenger and to upload an archive and future copies to the parish website.</p> <p>57.2 Health Meeting 1<sup>st</sup> July                  Cllr DW reported that the recent successful canal trips for the Memory Café may be expanded to other groups. During October, a six-week free pilot ‘Armchair Exercise’ class will run; transport will be arranged as necessary. The walking group at Bedwyn continues.</p> <p>57.3 Area Board 8<sup>th</sup> July                  Cllr DW has arranged for the Blue Bus (mobile youth club) to serve Upavon and Burbage for two nights per week from October to December, in response to various occurrences of anti-social behaviour.                  A temporary ice rink will be erected in the Bouverie Hall car park for the Christmas Fair. The proposed skate park as part of the Vale Campus has been refused due to its proximity to housing and noise concerns.</p> <p>57.4 PCAP 18<sup>th</sup> July                  Clerk to circulate minutes when available.</p>	<p><i>RK/DN</i></p> <p><i>DN/DW</i></p> <p><i>RK</i></p>
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**Provisional dates and times of next meetings 2019/2020**

Tuesday 10 <sup>th</sup> September 2019	Wilcot
Thursday 7 <sup>th</sup> November 2019 (budget?)	Oare
Tuesday 14 <sup>th</sup> January 2020 (agree precept?)	Wilcot
Tuesday 10 <sup>th</sup> March 2020	Oare
Tuesday 21 <sup>st</sup> April 2020 – Annual Parish (Electors) Meeting	Wilcot
Tuesday 12 <sup>th</sup> May 2020 – Annual Parish Council Meeting	Oare

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

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

*Meeting closed at 9.25pm*