

# WILCOT, HUISH and OARE PARISH COUNCIL

## Local Government Act 1972

Minutes of the Annual Meeting of the Parish Council held in the Oare Village Hall  
on Tuesday 14<sup>th</sup> May 2024 at 8.00 pm

**Present:** Parish Councillors Dawn Wilson, Richard Fleet, Nicky Fleet, Prue Smith,  
Jamie Ede, Kathryn Richardson, and Neil Ridgway  
Clerk Ruth Kinderman  
Residents Jon Thompson, Philip Coles, Victoria Le Sueur

24/23	<p><b>To receive apologies for absence</b> Cllrs Dee Nix and Richard Lewis. Unitary Cllr Paul Oatway</p>	
24/24	<p><b>To elect Chairman for 2024/2025</b> Clerk asked for nominations to the chair. Cllr DW proposed that Cllr DN be re-elected to the chair for 2024/2025, seconded by Cllr RF with no objections. Clerk confirmed that Cllr DN was willing to serve another year.</p>	
24/25	<p><b>To elect Vice-Chairman for 2024/2025</b> Clerk asked for nominations. Cllr JR proposed that Cllr DW be re-elected, seconded by Cllr PS with no objections. Cllr DW thanked the council and confirmed that she was willing to serve another year. Cllr DW took the opportunity to announce that she intends not to seek re-election as a parish councillor at the Local Elections due to take place in May 2025.</p>	
24/26	<p><b>To receive declarations of interest</b> Cllr JE – items 29.4 and 33 – Pheasant Cottage Cllr PS – item 33 - Pheasant Cottage</p>	
24/27	<p><b>To agree the minutes of the meeting of the parish council held on 19<sup>th</sup> March 2024</b> All were content that these were an accurate record; signed accordingly by Cllr DW.</p>	
24/28	<p><b>Public question time</b> No questions.</p>	
24/29	<p><b>Finance - To Receive the Budget and monitoring report</b> 29.1 To note invoices paid since the meeting of 9<sup>th</sup> January approved in accordance with Fin Regs - Clerk's salary March and April 2 x £220.65 - Charlton Baker direct debit March £15.50 and April £16.50 - Defib battery and pads for West Stowell - SID group contribution £300.00 - WALC subscription 24/25 £229.37 29.2 To approve invoices due - Wilcot Village Hall hire 23/24 £64.00 Cllr DW proposed that this be paid, seconded by Cllr KR, all in favour. 29.3 To confirm appointment of internal auditor Further to item 24/18 at the last meeting, Cllr NF confirmed that Doug Bradshaw had accepted the role of internal auditor. 29.4 To receive grant application from Wilcot Parochial Church Council for cemetery upkeep. The completed application form had been circulated to all councillors prior to the meeting. Cllr DW proposed that £465 be granted as requested; seconded by Cllr RF with all in favour. Cllr JE thanked the council on behalf of the PCC.</p>	NF



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	<p><b>34.4 Bus shelter at Wilcot</b> It was noted that this bus stop is used more frequently now than when the bench was installed some years ago. It was noted that the requirement is a shelter over the bench, but that as the bench faces west, protection from rain will be minimal unless the shelter is placed against the prevailing wind. Access to the manhole and drain must be maintained; it was noted that work is needed to the drain and Highways could be asked to do this as part of the project. Cllr RF to end photos to Clerk to pass to Mark Stansby.</p> <p><b>34.5 Assigning areas of responsibility to councillors</b> Cllr KR volunteered to continue attending LHFIG; Cllr NR volunteered to attend PCAP; it was agreed that councillors could take it in turn to attend Area Board meetings.</p> <p><b>34.6 Greensward update</b> Clerk confirmed that Bawden Groundworks Services are keeping an eye on the pond and will dredge as soon as it is dry enough.</p> <p><b>34.7 Footpath audit</b> Three footpaths were noted as in need of attention: WILC15 which leaves the A345 before the Dog House; WILC31 by Ladybird Cottage; and ALTO1 which connects with WILC41 at the Shaw Copse parish boundary. Clerk advised receipt of a letter from a new voluntary group, subsidiary of the Mid-Wilts Ramblers; it was agreed to ask the group to assist with ALTO1 in the first instance.</p>	<p><i>RF/RK</i></p> <p><i>RK</i></p>
<p>24/35</p>	<p><b>Clerk's Report</b></p> <p><b>35.1 Canal side parking and verge project</b> Further to Cllr Oatway's comment during the annual parish meeting, Cllr NR noted that the soil samples had tested clear. It was assumed that Cllr Oatway has not yet picked up the results.</p> <p><b>35.2 Parish Steward</b> All stewards are deployed to strimming of visibility splays during May. The next scheduled visit for this parish is 27<sup>th</sup> June, requests for tasks to be with the Clerk by 20<sup>th</sup> June. Clerk had notified Highways of three consecutive steward visits – February, March and April - which had been disrupted by the steward reporting directly to the Clerk that he was being diverted to tasks in other areas.</p> <p><b>35.3 Canal &amp; Rivers Trust (CRT)</b> Further to item 24/21.3, Clerk reported that CRT responded to the FOI request by stating that no information about costs incurred by CRT relating to Ladies' Bridge was held, as CRT do not keep a record of staff hours spent on Listed Build Consent (LBC) applications, neither do LBC's incur any fee.</p> <p><b>35.4 WILC 3 and permissive paths</b> Clerk reported concern that the correct route of WILC3 would be lost with the passage of time due to the permissive path made available through the paddock. Stephen Leonard, Rights of Way Officer, had confirmed that as long as the correct route is accessible, the situation is acceptable.</p> <p><b>35.5 Community Governance Review</b> Wiltshire Council had reviewed the responses to their proposal to redraw the parish boundary at Heath Cottage. Cllr Oatway had supported this parish council's objection to the proposal. The Community Governance Review Team had resolved not to proceed with the proposal. Clerk reported that West Overton Parish Council had apologised for assuming that the proposal had emanated from this parish council and that they too</p>	<p><i>RK/all</i></p>

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	<p>would have objected to the proposal too if they had been aware of the historical reasons for the boundary.</p> <p>35.6 Police matters Cllr NR will be attending the Wiltshire Rural Crime Forum on Friday 7<sup>th</sup> June.</p> <p>35.7 Post box at Sunnyhill Lane Clerk reported a response to the parish council from Royal Mail, which stated that the new position in the lay-by is much safer for postal staff and residents. Clerk had followed this up with the customer service team as advised in the response but the email address had not worked; Clerk to pursue. Residents have progressed their complaint to the team which oversees complaints about the customer service team. They have a petition with many signatures and are prepared to report to the Gazette &amp; Herald if the final outcome is unsatisfactory.</p> <p>Clerk had received email correspondence from a military veteran querying the illegibility of names on the Wilcot War Memorial. Clerk had directed him to the relevant section of the parish website and had found more detailed information about the fallen, in a document produced some years ago by a resident. Cllr RF to ask the resident for permission to share the document with the veteran. It was noted that Planning Conservation Officers are refused permission for the names to be painted on during restoration. Cllr JE suggested that a Roll of Honour could be placed in the church instead. It was noted that Sir William Rollo may be able to assist in this matter.</p> <p>Cllr DW had provided Clerk with a list of w3w locations for gullies and drains in Huish to submit with the request for the new tanker service. It was agreed to ask the service to focus on one part of the parish each visit rather than complete only one or two in each village.</p>	
24/36	<p><b>Exchange of information</b> Area Board – Monday 17<sup>th</sup> June – Cllrs DW and one other Planning Workshop Trowbridge – Tuesday 25<sup>th</sup> June – Cllr DW Parish Steward – Thursday 27<sup>th</sup> June – all/Clerk LHFIG – Wednesday 24<sup>th</sup> July – Cllrs DW and KR Cllr NR reported that the Stowell Estate is taking part in Open Farm Sunday on 9<sup>th</sup> June, with Sharcott Dairy open from 11.00am until 3.00pm, entrance free.</p>	
24/37	<p><b>Set dates of meetings during 2024/2025</b> Clerk to book village halls as set out in the table below.</p>	RK

Planning Committee meetings will be held as required. All meetings will start at 19.00hrs unless otherwise advertised.  
Provisional dates and times of next meetings 2024/2025:

Tuesday 23 <sup>rd</sup> July 2024	Wilcot
Tuesday 24 <sup>th</sup> September 2024	Oare
Tuesday 26 <sup>th</sup> November 2024 - budget	Wilcot
Tuesday 14 <sup>th</sup> January 2025 - precept	Oare
Tuesday 25 <sup>th</sup> March 2025	Wilcot
April – end of year accounts approval - date tbc	Oare
Wednesday 14 <sup>th</sup> May 2025 – annual meetings	Wilcot

Meeting closed at 9.00 pm

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

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