

Heytesbury Imber and Knook Parish Council
Minutes
Tuesday 16th January 2018 @ 7-15pm

Membership: Councillors A Perry (Chair), D Bond (Vice Chair), S Buttenshaw, E Colvin, T Eastman, P Fellowes, L Gould, D Hiscock, A Moore, L Morris, and V Sturmeay.

Present: Cllrs Bond, Buttenshaw, Colvin, Fellowes, Gould, Moore, Morris, Perry and Sturmeay

Officers: H Parks and Bill Parks (Wiltshire Council Highways)

Public and Press: None

PC/17/123 Apologies

Councillors Eastman (Family Event) Hiscock (Ill)

PC/17/124 Minutes

PC/17/124.1 The minutes of the meetings held on 28th November and 7th December 2017 were approved and signed by the Chairman.

PC/17/124.2 None

PC/17/125 Declarations of Interest

None

PC/17/126 Chairman's Announcements

None

PC/17/127 Public Participation

PC/17/127.1 None

PC/17/127.2 None

PC/17/128 Financial Information

PC/17/128.1 Payments for approval:

001159 H M Parks £8.89 Stamps

001160 H M Parks £249.60 Dec Payroll PC/17/108.1

001161 HMRC £62.40 Dec Payroll PC/17/108.1

001162 R Long £90 Bus shelter cleaning

Councillor Buttenshaw proposed and Councillor Perry Seconded approval of all payments.

Voting unanimous in favour.

PC/17/128.2 Balances of the Bank Accounts for noting:

Treasurers Account £ 3,165.27

Bus Instant Access £ 6,188.80

Village Hall Fund £4596.81

Balances @ November 2017 - Noted

Signed.....1

PC/17/128.3 Monthly financial report:

Members received the monthly report and had no further questions. Councillor Sturmeay signed the reconciliation.

PC/17/128.4 Precept 2018/2019

Members approved the Precept requirement for 2018/2019 and instructed the Clerk to request the sum of £ 9050 from Wiltshire Council Equivalent Band D £26.03. The current Band D baseline figure is 347.69

The current electorate is registered as 699 for the Parish.

Discussion took place on each item on the proposed budget with amendments to the following:

- A contingency was to be put aside for the setup of allotments at Knook and this would be added to the Open Spaces budget increasing it from £600 - £1000.
- The training budget would be increased from £300 - £500.
- Members discussed the cost of bringing in WALC to carry out a training session in house at a cost of £250 + travelling expenses from Devizes. This was approved.

There was a proposal put forward by Councillor Fellowes to reduce the proposed Donation budget from £1550 - £1000. This was seconded by Councillor Sturmeay. Voting in favour 2, Against 7, Abstention Nil. Proposal not carried.

- It was approved to call the budget line Grants and not Donations. The Clerk was asked to prepare a suitable policy for any future requests.

It was proposed by Councillor Gould and Seconded by Councillor Perry that the Precept be requested of Wiltshire Council at £9050 but the next financial year's budget spend would be £12600 and the sum of £3550 be drawn from reserves to cover the shortfall. A copy of the agreed budget is attached to these minutes which will be effective from 1st April 2018. Voting Unanimous in favour.

PC/17/129 Planning Applications

PC/17/129.1

17/11898/FUL Change of use of land to allow military training. Heytesbury Plantation, Heytesbury. It was proposed by Councillor Buttenshaw and Seconded Councillor Gould, No Objection. Voting in Favour 7, Against Nil, Abstention 2. Proposal Carried.

PC/17/130 Outside Spaces Working Group

It was proposed by Councillor Sturmeay and Seconded by Councillor Gould that membership be amended to add Councillors Colvin, Fellowes, and Morris to join Councillors Sturmeay, Gould and Hiscock as members of the working group. Voting in Favour 8, Against Nil, Abstention 1, Proposal carried.

PC/17/131 Highways

PC/17/131.1 Accidents on the A36

Following the recent two separate road traffic collisions on the TRA 36 Heytesbury Bypass that occurred on the 23rd and 24th December, Members expressed concern on the frequency and impact of the diverted traffic on the local village roads. The diversions did not have clear signage to roads appropriate to receive the traffic which resulted in congestion issues on the surrounding local village roads, particular reference was made to the

difficulties encountered along Park Lane. The attending Police officers seemed to manage the two incidents very differently.

It was felt that the diverted traffic should have been directed back around the A36-A350-A303 and not encouraged into the village which was totally unsuitable for the number and size of vehicles. The example of a large coach attempting to use Park Lane was discussed where local residents had assisted the driver to reverse the vehicle to find an alternative route. It was also noted that the nearby surround villages of Boyton, Corton and Sutton Veny had also experienced traffic impact.

Standing Orders were suspended at 8.25pm to allow Bill Parks, Wiltshire Council Highways officer to contribute to the discussion.

He added that when road traffic collisions occur across the county, there was insufficient time or signs to layout a full signed diversion and it was expected that the emergency services would encourage and direct traffic to use appropriate roads.

Members felt that asking Highways England to engage with the Parish and disclose collision data which might lead to improvement on the Bypass was unlikely. Discussion then focused on traffic measures within the village. The Parish Council thought that additional signage; 'Access Only' at a suitable location might be helpful and were of the view that the matter should be raised as an issue through Wiltshire's Community Area Transport group to consider.

The Clerk was also asked to write a letter to the neighbouring villages drawing their attention to the discussion held by the council. Additionally, the matter is to be brought to the attention of the Police Neighbourhood Tasking Group requesting that Police Officers are mindful in the future of difficulties experienced by residents within the village and consider encouraging diverted traffic onto more appropriate roads

Proposed Councillor Colvin. Seconded Councillor Fellows. Voting unanimous in Favour
Standing Orders were reinstated at 8.35pm

PC/17/132 Heytesbury War Memorial

PC/17/132.1 Councillor Buttenshaw proposed and Councillor Gould Seconded that the Clerk be instructed to find out who owns the memorial so that the positions regarding insurance can be clarified. Currently the Parish Council insures the memorial.

Voting unanimous in favour.

PC/17/132.2 Imber Memorial

Noted

PC/17/133 Meetings

Councillor Gould proposed and Councillor Perry Seconded that the schedule of meetings detailed below, be approved. Voting unanimous in favour.

| Date | Meeting |
|-------------|--|
| February 20 | Parish Council |
| March 27 | Parish Council |
| March 27 | Raymond Trust- follows PC meeting. Not open to the |

| | |
|-----------------|---|
| | public |
| April 24 | Parish Council |
| May 29 | Parish Meeting- meeting for the electorate. |
| June 26 | Parish Council |
| June 26 | Raymond Trust- follows PC Meeting. Not open to the public |
| July 31 | Parish Council |
| September 18 | Parish Council |
| September 25 | Raymond Trust – AGM. Open to the public. |
| October 30 | Parish Council |
| October 30 | Raymond Trust – not open to the public. |
| November 27 | Parish Council |
| January 15 2019 | Parish Council |

PC/17/134 General Data Protection Regulations (GDPR)

Noted

PC/17/135 Communications

PC/17/135.1 Social Media

Councillor Gould proposed and Councillor Colvin Seconded the setting up of a Parish Council Facebook page to enable approved information to be published for the benefit of the Parish. The Clerk will oversee setting up, administration and publishing. Members will supply information directly to the Clerk for inclusion on the site, but local groups will also be encouraged to advertise their events or share information for the benefit of the Parish. Voting unanimous in favour.

PC/17/135.2 Parish Council Notice Boards

Noted. Members would continue to monitor on a regular basis and update content where appropriate.

PC/17/136 Items for a press release or statement from the Parish Council

Members were extremely sad about the recent accidents on the A36 and asked the Clerk to issue a Press Release about the debate and proposal to refer to the local CATG.

PC/17/137 Correspondence Issued to members 21.11.17 – 08.01.18

Noted

Meeting Closed 8.55pm

Signed.....4

Budget 2018/2019

| | | | BUDGET 17/18 | YEAR TO DATE 17/18 | REMAINING 17/18 | Budget 2018/2019 | |
|---------------|-----|--|-----------------|-----------------------|--------------------|------------------|---|
| INCOME | | | | | | | |
| Precept | PRE | | 9050.00 | 15996.3 | -6946.30 | 9050 | Band D 347.69 £26.03 per Band D Property |
| Interest | INT | | | 2.75 | 2.75 | | Electorate 699 |
| Misc | MIS | | | | | | |
| Ear | EAR | | | | | 3550 | Use Ear to cover additional budget costs. |
| | | | | | -6943.55 | 12600 | |

| EXPENDITURE | | | | | | | |
|--------------------|-------|-----------|---------|----------|----------|----------|---|
| Advertising | ADV | Admin | 0.00 | 29.04 | -29.04 | 50.00 | |
| Allowances | ALL | Admin | 300.00 | 300.00 | 0.00 | 0.00 | |
| Audits | AUD | Admin | 300.00 | 324.00 | -24.00 | 350.00 | |
| Elections | ELE | Admin | 0.00 | 0.00 | 0.00 | | |
| Equipment | EQU | Admin | 0.00 | 0.00 | 0.00 | | |
| Equipment | EQUos | Open Spac | 600.00 | 0.00 | 600.00 | 1000.00 | Allotment set up and equipment new EAR |
| Grants | DON | Admin | 1550.00 | 1,550.00 | 0.00 | 1550.00 | Policy to be prepared |
| Grounds Mai | GMT | Open Spac | 2000.00 | 1,390.46 | 609.54 | 2000.00 | Spec to be prepared and tenders requested |
| Insurance | INS | Admin | 1600.00 | 1,233.11 | 366.89 | 1600.00 | |
| IT | IT | Admin | 49.99 | 59.58 | -9.59 | 100.00 | |
| Misc | MIS | Admin | 200.00 | 5,553.81 | -5353.81 | 200.00 | |
| Misc | MISos | Open Spac | 0.00 | 50.00 | -50.00 | 170.00 | |
| Printing/Static | STA | Admin | 150.00 | 71.25 | 78.75 | 437.00 | |
| Professional | PF | Admin | 0.00 | 2,112.00 | -2112.00 | | |
| Professional | PFos | Open Spac | 110.00 | 113.40 | -3.40 | 150.00 | ROSPA inspection |
| Room Hire | VEN | Admin | 220.00 | 160.00 | 60.00 | 280.00 | Allows for 14 meetings at current rate of £20 |
| Salary | SAL | Admin | 3000.00 | 2,673.00 | 327.00 | 3800.00 | |
| Subscriptions | SUB | Admin | 275.00 | 328.45 | -53.45 | 413.00 | WALC and SLCC |
| Training | TRA | Admin | 50.00 | 48.00 | 2.00 | 500.00 | Team training event for members agreed and Allotment Course for Clerk |
| | | | | | -5591.11 | 12600.00 | |

Minute number PC/17/128.4 - Meeting held on 16th January 2018.
Precept requested of Wiltshire Council 17th January 2018 £9050