



Heytesbury, Imber and Knook Parish Council
Parish Clerk Heather Parks FSLCC
2(B) Prestbury Drive Warminster BA12 9LB
07970780424

clerk@heytesburyparish.co.uk

www.heytesburyparish.co.uk

1st December 2020

**Agenda for the Meeting of
Heytesbury Imber & Knook Parish Council
through the Zoom Platform
on Tuesday 8th December 2020
@ 7pm**

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

You are hereby summoned to attend an **online** meeting of Heytesbury Imber and Knook Parish Council for the purpose of transacting the following business.

Yours sincerely

Heather Parks FSLCC

Parish Clerk

LOGIN: Join Zoom Meeting

<https://us05web.zoom.us/j/81882315177?pwd=aFVnQ3RaWGVOS1lVUmlZZER3c0haZz09>

Meeting ID: 818 8231 5177 Passcode: 6xpNib

**It is recommended that login takes place at least 5 minutes before the start time.
Please note that the current version of the digital platform enables meetings of 40 minutes only. If the business cannot be completed within this timeframe, you may be required to log in for a second time.**

1. Apologies

To receive apologies.

2. Minutes

2.1. **To approve** as a correct record the minutes of the meeting held on 20th October 2020 previously circulated

2.2. **To note** any matters arising from the minutes of the meeting held on 20th October 2020

3. Declarations of Interest

To receive any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011

4. Chairman's Announcements

To note any announcements made by the Chair

Standing Orders will be suspended to allow for public participation

5. Public Participation

5.1. **To enable** members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda.

5.2. **To receive** any petitions or deputations

Standing Orders will be reinstated following public participation

6. Financial Information

6.1. Payments for approval:

Bacs – 43/20 £36.00 SLCC Enterprises Ltd Training

Bacs – 44/20 £107.39 idverde September

Bacs – 45/20 £202.20 Playsafety Ltd ROSPA inspection

Bacs – 46/20 £13.19 Costco Copy Paper refund to H Parks

Bacs – 47/20 £40.00 ICO annual subscription

Bacs – 48/20 £282.21 H Parks Nov Payroll

Bacs – 49/20 £70.40 HMRC Nov Payroll

Bacs – 50/20 £5.00 Postage Stamps Refund to H Parks

Bacs – 51/20 £37.99 Tudor Environmental Chemical Spray Refund to H Parks

Bacs – 52/20 £12.30 Poundstretcher Cleaning Materials Refund to H Parks

Bacs – 53/20 £123.09 Amazon Cordless Fogger Refund to H Parks

Bacs – 54/20 £67.90 Amazon Battery for Fogger Refund to H Parks

Bacs – 55/20 £149.04 Cartridge World toner for printer Refund to H Parks

Bacs – 56/20 £100.00 Upper Wylde Parish News

6.2. Balances of the Bank Accounts for noting:

Treasurers Account @ 30.11.20 £4,484.45

Bus Instant Access @ 30.11.20 £15,696.09

6.3. Monthly financial report:

Members to receive the monthly report which outlines the current position year to date, and monthly reconciliations for signing when able to do so.

6.4 Budget 2021/2022 – second draft

The deadline for submission of the precept request is 18th January 2021 and therefore the Parish Council meeting booked in January will need to be moved by one week to the 12th January 2021. **All members please note.**

Tax base 338.68

Following the workshop meeting the Clerk has amended the budget lines to incorporate all changes as requested by members. The Clerk has issued further notes for reference purposes to all members.

Zero % Budget £14325 Band D £42.30

A standstill budget of £14,630 Band D £43.19 2.34% increase which accounts for the decrease in the Tax Base.

3% Budget £14,755 Band D £43.57

5% Budget £15,043 Band D £44.42

Members to approve the removal of the Outside spaces EAR and incorporate this into the Play Area EAR immediately.

Members to approve the IT Ear to be absorbed into general funds and then a sum of £500 will be allocated to the Play Area EAR immediately.

Members to instruct the Clerk on any amendments ready for the January meeting when the precept must be set or if members are happy to do so, this can be finalised at this meeting if you wish.

6.5 Business Debit Card

Members to approve the application through Lloyds Bank of a Business Debit card for the Clerk to use to purchase adhoc items for the Parish Council. An application has been prepared and two signatures will be required to complete the process. It should not be acceptable for the Clerk to use personal funds to make these purchases and it also simplifies the situation for VAT purposes.

7. Planning Applications

7.1. Applications received and for comment:

Members will review plans online in advance of the meeting as no paper plans are received from the Planning Authority. Attached planning info sheet 34

Members to ratify the comments made on the following applications determined by email.

20/08660/LBC

Site Location: 10 The Stables Heytesbury Park Heytesbury BA12 0HG

Proposal: Insertion of door opening to rear elevation

No Objection

20/10077/TCA

Site: Quebec House, High Street, Heytesbury, BA12 0ED

Proposal:- Fell 3 Pear Trees

No Objection

8. OSWG

8.1 Report from Meeting – 16th November 2020

8.2 Recommendations from OSWG

- The PC to buy some dry filler and moss treatment for the safety surfacing and caps. Quote attached from GB Sports Cost £80 + VAT

- The parish council consults the parish. The OSWG will work on a two page A4 consultation paper at their next meeting (if anyone has any suggestions for questions please send them to Heather or Vanessa) it was hoped this could be delivered to every household in the parish at the by end of February, once returned the next step will be to look at the different suppliers and products available and a total cost of project should be known, it is hoped this can be established around May 2021, further funding if needed can then be applied for and installation could take place during the school summer break 2021.
- Talk to the rights of way officer to see if footpath KNOO13 could be diverted along the inside edge of the field which would make much better ease of access for users
- PC obtains 3 quotes for future ground maintenance contract
- PC get an update on the school travel plan
- Recommends the PC finds out if WC carried out a tree survey for St John's corner

8.3 Dog Mess and Bag dispenser - Dog poo is on the increase on the verges particularly in Newtown, and Councillor Buttenshaw would like the Parish Council to consider providing another bag dispenser at that location. **For discussion and decision.**

8.4 Noticeboards – Members to note that Mr McEvoy has completed the noticeboards at Heytesbury and Knook, Tytherington will be completed in better weather, and he has not charged the Parish Council for the work undertaken. A letter of thanks has been sent.

8.5 Play Area – Cleaning Equipment

It has been necessary to purchase cleaning equipment for the Play Area at a cost of £241.28. This includes a Fogger machine to distribute the relevant disinfectant suitable for BS Standard (BS EN 14476 Contains no perfumes so is non-tainting and therefore food safe. Biodegradable). The equipment will be cleaned once per week in line with government guidelines and this will involve a financial contribution of £10 per week. **For approval.**

9. Meetings 2021/2022

Members to approve the list of meeting dates for 2021 and a subscription to Zoom for the enhanced package. The Clerk has outlined to members that it is not necessary to hold a meeting every month unless there is business that requires a decision. Statutory rules state that the Annual meeting must take place in May and in an election year, within 14 days of the election. In addition, you must meet on three other occasions during the municipal year. Extraordinary meetings can be called if required. The Parish Meeting must take place between 1st March and 1st June inclusive and this is for the electorate.

There are certain activities that need to be signed off at certain times of the year and the dates proposed has taken these into account.

Meetings are likely to continue in digital format until at least May 2021 and there are discussions taking place to extend this in view of the continued lockdown restrictions. The Parish Council should stream meetings live and place a recording on

its website to make this available and accessible. We should also encourage the public to “attend” the meetings.

The cost of an increased package with Zoom will be £11.99 per month which enables 100 participants, unlimited group meetings, Live social media streaming, 1GB Cloud recording space.

£15.99 is the next stage and this includes domain management, 300 participants, single code sign in, cloud recording transcripts and company branding.

Members approve the relevant package, and this will be paid for through the Room hire budget.

The Clerk recommends the £11.99 monthly package at this stage and further upgrades can be considered in the future if required.

2021	Work required
January 12	Approve Budget 2021/2022
13 April	Sign off accounts
11 May	Annual Meeting - Appoint Chairman and Vice Chairman
22 May	Parish Meeting for Heytesbury & Knook combined
22 June	Sign off annual return which must take place before 1 st July.
5 October	Budget Prep
7 December	Budget discussions
2022	
18 Jan	Budget sign off 2022/2023

10. Sassoon Trust Letter February 2020

Councillor Sturmeay has put forward this statement to the Parish Council "The parish council has received a reply from the owners of the sports fields in Park St following last year's parish referendum they informed us that they had no future village hall plans for the site, this will be disappointing news for some residents in the parish whose goal is to see a new village hall built to replace the old closed Raymond Hall, however, the letter did offer some hope by way of offering "the parish the opportunity to make a proposal which has the blessing of Wiltshire Council" which the landowners would consider, this must be very welcome news to all those people who wish to achieve some future security for the historical sports fields as well as a new village hall. Although this letter came in 10 months ago, I am informed that the offer still stands, although it would be fair to say the owners are taking a more long-term view of any development and their duty is purely to their beneficiaries in considering this.

It has been a difficult year for everyone due to Covid and the restrictions of holding meetings in person has made it difficult to discuss this matter in any depth, but I strongly feel that the parish council cannot just let this offer from the owners go unrecognised, so therefore, **I propose that the parish council write back thanking the owners for their offer to consider a parish proposal and explain the difficulties**

we have faced so far this year in being able to discuss this matter at length with the residents"

For Decision

11. Items for a press release or statement from the Parish Council.

Members to consider whether a press release or statement, on any item listed on the agenda is required for the media or any Parish Media Newsletters/Web sites.

12. Correspondence to Parish Council

Members to consider the amount of correspondence that is required to be issued by the Clerk which is for information purposes only and not for Parish Business requiring any decision making. For example, all members can register for the following publications on the following links:

Wiltshire News - [https://wiltshire.us5.list-](https://wiltshire.us5.list-manage.com/subscribe?u=2883905f726c9fc694bef8b9e&id=3850daa318)

[manage.com/subscribe?u=2883905f726c9fc694bef8b9e&id=3850daa318](https://wiltshire.us5.list-manage.com/subscribe?u=2883905f726c9fc694bef8b9e&id=3850daa318)

Wiltshire Business News- <https://www.wiltshire.gov.uk/economic-regeneration-support>

Neighbourhood Alert - [Wiltshire and Swindon Community Messaging :: Homepage \(wiltsmessaging.co.uk\)](http://Wiltshire and Swindon Community Messaging :: Homepage (wiltsmessaging.co.uk))

By setting up your own subscriptions with these three items, would reduce the number of emails and post sent out.

All other business does need to come through the normal channels but reducing these three items would be useful and sensible. **For decision.**

Relevant information will be published on our Facebook Page, and all members are encouraged to link into this to increase the PC reach. (Heytesbury Imber & Knook Parish Council.)

13. Correspondence Issued to members 14.10. 2020 – 30.11.2020 For Noting

15.10.20 – Neighbourhood Alert Speed Checks

15.10.20 – Planning White Paper presentation from Wiltshire Council email only

16.10.20 – Wiltshire News

18.10.20 – Warminster Community Area – Local Impactive Crimes

19.10.20 – Briefing Note 20-33 Public Space Protection Orders

20.10.20 – Flood Warden Newsletter

21.10.20 – RoSPA Report Play Area

23.10.20 – Wiltshire News

26.10.20 – Neighbourhood Alert – witness appeal to accident

27.10.20 – Wiltshire Council Business News Covid 19 email only

27.10.20 – Neighbourhood Alert – extra patrols for Halloween

02.11.20 – Briefing Note 20-34 Return to streamlined O&S arrangements

02.11.20 – Wiltshire Business News – email only

03.11.20 – Local Impactive Crimes 19.10.20 – 31.10.20

04.11.20 – Neighbourhood Watch November E newsletter, email only

04.11.20 – Wiltshire News

06.11.20 – WALC November Newsletter

06.11.20 – Wiltshire News

06.11.20 0 Wiltshire Council Business News Covid 19 email only

06.11.20 – Neighbourhood Alert Drink Driving Charge
06.11.20 – Neighbourhood Alert – Fake Paypal
08.11.20 – Press Statement Play Area grant funding
09.11.20 – Neighbourhood Alert – Knife Crime
09.11.20 – Neighbourhood Alert – Specials Recruitment
09.11.20 – Neighbourhood Alert – Password protection
11.11.20 – Wiltshire Council – update on library service
11.11.20 – Street works – road works at Mill farm Road
12.11.20 – Neighbourhood Alert – Supporting your community through Covid-19
12.11.20 – Neighbourhood Alert – Operation Sceptre
13.11.20 – Wiltshire News
14.11.20 – Neighbourhood Alert – Appeal for missing person
16.11.20 – Police – Local Impact Crimes
20.11.20 – Wiltshire News
20.11.20 – Wiltshire Business News – email only
20.11.20 – Neighbourhood Alert – Spend wisely when shopping online
26.11.20 – Wiltshire News
26.11.20 – Wiltshire Business News – email only
27.11.20 – Neighbourhood Alert – Operation Elf

REPORT DATE

30/11/2020

		BUDGET	YEAR TO DATE	REMAINING
RECEIPTS				
Precept	PRE	15860.00	14,661.00	1199.00
Interest	INT		1.05	
Misc (and Refunds)	MIS		904.92	-904.92
Ear	EAR	5700.00	7,500.00	-1800.00
			23,066.97	-1505.92

PAYMENTS				
Advertising	ADV	150.00	200.00	-50.00
Allowances	ALL		0.00	0.00
Audits	AUD	300.00	222.00	78.00
Grants	GRA	1000.00	0.00	1000.00
Elections	ELE		2,396.64	-2396.64
Equipment	EQU		0.00	0.00
Equipment	EQUos	1000.00	815.47	184.53
Grounds Maintenance	GMT	2100.00	1,244.34	855.66
Insurance	INS	1300.00	1,111.88	188.12
IT	IT	500.00	242.07	257.93
Misc	MIS	500.00	29.97	470.03
Misc	MISos	500.00	588.00	-88.00
Printing/Stationary/Postage	STA	750.00	631.77	118.23
Professional Fees	PF		0.00	0.00
Professional Fees	PFos	150.00	202.20	-52.20
Room Hire	VEN	300.00	40.00	260.00
Salary	SAL	4500.00	2,820.88	1679.12
Subscriptions	SUB	510.00	385.94	124.06
Training	TRA	500.00	36.00	464.00
			10,967.16	3092.84

Ear Marked Reserves:

3 months Ops cost EAR	3900
Equipment OS EAR	1300
IT EAR	500
Play Equipment	7500
Total	13200

09/10/2020	Interest		INT	0.05				19,174.74
19/10/2020	SLCC Enterprises Ltd Training	Bacs 43/20	TRA		36.00	30.00	6.00	19,138.74
20/10/2020	idverde September grounds maintenance	Bacs 44/20	GMT		107.39	89.49	17.90	19,031.35
20/10/2020	Warminster Community Area Board		EAR	2,500.00				21,531.35
27/10/2020	H Parks October Payroll		SAL		282.01			21,249.34
27/10/2020	HMRC October Payroll		SAL		70.60			21,178.74
28/10/2020	Playsafety Ltd ROSPA Inspection	Bacs 45/20	PFOS		202.20	168.50	33.70	20,976.54
05/11/2020	Costco - Copy Paper	Bacs 46/20	STA		13.19	10.99	2.20	20,963.35
09/11/2020	Interest		INT	0.12				20,963.47
10/11/2020	Postage Stamps Refund to H Parks	Bacs 50/20	STA		5.00			20,958.47
25/11/2020	ICO	Bacs 47/20	SUB		35.00			20,923.47
27/11/2020	H Parks November Payroll	Bacs 48/20	SAL		282.21			20,641.26
27/11/2020	HMRC November Payroll	Bacs 49/20	SAL		70.40			20,570.86
27/11/2020	Tudor Environmental Refund to H Parks Chemical Spray	Bacs 51/20	EQUos		37.99	31.66	6.33	20,532.87
27/11/2020	Poundstretcher Refund to H Parks Cleaning Equipment Play Area	Bacs 52/20	EQUos		12.30			20,520.57
27/11/2020	Amazon Cordless Fogger Sprayer for Play Area	Bacs 53/20	EQUos		123.09	100.50	20.52	20,397.48
27/11/2020	Amazon Battery charger and battery for Fogger Refund to H Parks	Bacs 54/20	EQUos		67.90	54.50	11.32	20,329.58
27/11/2020	Cartridge World Refund to H Parks	Bacs 55/20	STA		149.04	124.20	24.84	20,180.54
08/12/2020	Upper Wylfe Parish News 20/21	Bacs 56/20	ADV		100.00			20,080.54

TOTALS:

23,066.97	10,967.16	5,086.42	672.09
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<u>Reconciliation:</u>	<u>Deposits</u>	<u>Payments</u>	<u>Balance</u>
	15,566.97	10,967.16	£12,580.54

J31AB600CT1MBA0000002335001002 396 000

HAYTESBURY IMBER & KNOOK PARISH COUNCIL
MRS A PERRY
2B PRESTBURY DRIVE
WARMINSTER
WILTSHIRE
BA12 9LB



Your account statement

Issue date: 5 November 2020

Write to us at: PO Box 1000, Andover

Call us on: 0345 072 5555 (from UK)
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: MKT PL WARMINSTER

Sort code: 30-99-13 Account number: 00085129

BIC: LOYDGB21294

IBAN: GB74 LOYD 3099 1300 0851 29

TREASURERS ACCOUNT

HEYTESBURY IMBER & KNOOK PARISH COUNCIL

Account summary

Balance On 05 Oct 2020	£5,978.77
Total Paid In	£2,500.00
Total Paid Out	£3,198.20
Balance On 28 Oct 2020	£5,280.57

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
05 Oct 20		STATEMENT OPENING BALANCE			5,978.77
20 Oct 20	BGC	WILTSHIRE COUNCIL 20046407012020	2,500.00		8,478.77
20 Oct 20	FPO	SLCC ENTERPRISES L 600000000664467686 BK14079608301 10 20OCT20 11:01		36.00	8,442.77
21 Oct 20	FPO	IDVERDE LTD 400000000669877411 HEY02GM789649 300009 10 21OCT20 15:02		107.39	8,335.38
27 Oct 20	BP	H M PARKS		282.01	8,053.37
27 Oct 20	BP	HMRC - ACCOUNTS OF		70.60	7,982.77
27 Oct 20	TFR	HEYTESBURY IMBER & 309913 07036026		2,500.00	5,482.77
28 Oct 20	FPO	PLAYSAFETY LTD 500000000668114835 52376 602231 10 28OCT20 11:57		202.20	5,280.57
28 Oct 20		STATEMENT CLOSING BALANCE	2,500.00	3,198.20	5,280.57

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

BGC - Bank Giro Credit

FPO - Faster Payment

BP - Bill Payment

TFR - Transfer

5280.57
15 695.97
20 976.54 @ 29/10/2020

LLOYDS BANK



J31AB600CT1MBA0000002336001002 396 000

HAYTESBURY IMBER & KNOOK PARISH COUNCIL
MRS A PERRY
2B PRESTBURY DRIVE
WARMINSTER
WILTSHIRE
BA12 9LB



Your account statement

Issue date: 5 November 2020

Write to us at: PO Box 1000, Andover

Call us on: 0345 072 5555 (from UK)
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: MKT PL WARMINSTER

Sort code: 30-99-13 Account number: 07036026

BIC: LOYDGB21294

IBAN: GB97 LOYD 3099 1307 0360 26

BUS BANK INSTANT

HEYTESBURY IMBER & KNOOK PARISH COUNCIL

Account summary

Balance On 05 Oct 2020	£13,195.92
Total Paid In	£2,500.05
Total Paid Out	£0.00
Balance On 27 Oct 2020	£15,695.97

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
05 Oct 20		STATEMENT OPENING BALANCE			13,195.92
09 Oct 20		INTEREST (GROSS)	0.05		13,195.97
27 Oct 20	TFR	HEYTESBURY IMBER & 309913 00085129	2,500.00		15,695.97
27 Oct 20		STATEMENT CLOSING BALANCE	2,500.05	0.00	15,695.97

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

TFR - Transfer

PIK60BC2100000

M32AB602UEF

D32AB602UEO

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Date notified	Planning No	Description	Date reply due back to Wilts Council	Chair's decision 1. meeting (m) 2. Email 3.extension (e)	Case Officer	Wiltshire Council decision
04.05.20	20/03322/FUL	Site Location: Knook Camp South Knook BA12 OJB Proposal: Proposed three single storey accommodation blocks & associated external works	01.06.20	Digital meeting 26.05.20 No Objection	Katie Tregay	
10.08.20	20/06079/FUL	Site Location: Bournefield Mill Street Heytesbury BA12 OEE Proposal: Erection of ancillary annex.	08.09.20	Email No Objection	Katie Tregay	Approve with conditions
21.07.20	20/06077/FUL	Site Location: Duck Cottage 126 Park Lane Heytesbury BA12 OHE Proposal: Detached double garage with new access	08.09.20	Email Commented	Verity Giles-Franklin	Approve with conditions
21.08.20	20/06731/FUL	Site: 4 St James Court, Tytherington, BA12 7DX Proposal:- Porch extension.	18.09.20	Meeting Commented	Selina Parker-Miles	Approve with conditions
23.09.20	20/07715/TCA	Site: Chapel House 175 Tytherington BA12 7AD Proposal: T1 Birch, reduce height by up to 2.5 metres and spread by 2 metres	15.10.20	Email No Objection	Beverley Griffin	No Objection
28.09.20	20/07919/TCA	Site: Peveril, 20 A Newtown, Heytesbury BA12 0HN Application for Work to Trees in a Cons Area Proposal:- 30% Crown Reduction to Maple Tree and Fell 1 Leylandii. Tree	20.10.20	Email No Objection	Sue Morgan	No Objection

Date notified	Planning No	Description	Date reply due back to Wilts Council	Chair's decision 1. meeting (m) 2. Email 3.extension (e)	Case Officer	Wiltshire Council decision
08.10.20	20/08719/TCA	Site: Cotley Hill House, Little London, Heytesbury, BA12 OES Application for Work to Trees in a Cons Area Proposal:- Norway Maple - crown reduce 150mm beyond previous cuts . Remove downward pointing low branches	30.10.20	Meeting	Beverley Griffin	No Objection
21.10.20	20/08660/LBC	Site Location: 10 The Stables Heytesbury Park Heytesbury BA12 OHG Proposal: Insertion of door opening to rear elevation	20/11/2020	Email No Objection	Jocelyn Sage	Approve with conditions
13.11.20	20/10077/TCA	Site: Quebec House, High Street, Heytesbury, BA12 OED Proposal:- Fell Pear Tree	07.12.20	Email	Beverley Griffin	

Date agenda to be sent out: 01.12.2020

Plans are available to view at <http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

OSWG MEETING

7:30pm Monday 16th November 2020

Zoom meeting

MEMBERSHIP

CLLRs – COLVIN, EASTMAN, FELLOWS. STURMEY
Advisor members - Legh and Diana Walker

MINUTES

1, Apologies – Cllr Colvin, Eastman and Diana Walker

2, Knook community land – Work to Allotment trees has been postponed by the contractor – noted by the allotment association

3, Heytesbury play area - Cllr Fellowes – Rospa report – further funding – suitable suppliers

Cllr Fellowes reported that our Rospa reported this year only noted some low risk issues and that Playline Design would provide replacement timber for the rope walk under guarantee and that she was awaiting the delivery charges, the OXO unit replacement was £120 but she wanted to visit the suppliers in WSM to check the dimensions, she added there would be an estimated labour charge of £300 to fit these pieces, she would recommend the PC bought some dry filler and moss treatment for the safety surfacing and spare caps (price to follow)

The PC has had an offer of services from Rob Levett to give a free site visit, design and quotation for the project, the group feels this will be very helpful once we have consulted the parish, 4 suppliers of play equipment had so far been established and Cllr SturmeY will obtain brochures from each listed Rob Levett website is - <https://www.made2play.co.uk/>

Play equipment suppliers

Sovereign based in Essex they can offer a free quote and 3D design with no obligation to purchase for any playground projects we may be considering in the next 12 months.
<https://www.sovereignplayequipment.co.uk/>

Playforce are based in Melksham there are four easy steps to getting your dream playground project going, and regardless of the size or scope of your project with Playforce you'll be assigned a dedicated Customer Account Manager who will help to co-ordinate everything from our head office and ensure your experience is an enjoyable one.
www.playforce.co.uk

Playdale based in Cumbria products are durable, high quality and low maintenance.
This means that you can be safe in the knowledge that their products are going to stand the test of time and day-to-day wear and tear.
www.playdale.co.uk

GB Sports are based in Weston Super Mare Providing Play & Sport equipment across the country for over 23 year. They offer a one stop shop for all play and sport equipment requirements, with a library of catalogues to help identify play equipment including several companies who are no longer trading, if its spares or new equipment you need, they have it covered.

<https://gbsportandleisure.co.uk/>

Funding – the PC has secured £7,500 of which £2,500 requires match funding the PC has £1,300 in earmarked reserves which the OSWG recommends is used towards the matching funding the rest £1,200 could be sourced from other budget lines, other funders could be Local Business – MOD – School / pre-school or the larger funder Landfill Communities Fund which give £2,000 - £15,000 -

<http://www.communityfirst.org.uk/grants/>

Other funding ideas - <http://www.inclusiveplay.com/resources/finding-funds-for-play/>

Note - National lottery awards grants for all are suspended at this time

The OSWG recommends the parish council consults the parish first the OSWG will work on a two page A4 consultation paper at their next meeting (if anyone has any suggestions for questions please send them to Heather or Vanessa) it was hoped this could be delivered to every household in the parish by the end of February, once returned the next step will be to look at the different suppliers and products available and a total cost of project should be known, it is hoped this can be established around May 2021, further funding if needed can then be applied for and installation could take place during the school summer break 2021

4, Footpaths and Grounds maintenance – OSWG recommends that as the ground maintenance is one of the councils biggest spend the PC should obtain 3 quotes for future contracts

The Green infrastructure and open spaces study in Feb 2020 highlighted the issue of the footpath KNO013 ending onto the A36 at the first bend approx 200m past the village entrance, the group felt it could be beneficial to talk to the rights of way officer to see if the footpath could be diverted along the inside edge of the field which would ease the access for all users



5, Parish steward and WC App – Dead elders on Park street, reported by Cllr Buttenshaw, Cllr Sturmeay reports that some are still green / alive the one tree leaning over the pavement has been reported on the WC App

6, Highway issues and CATG

NO HGV sign Martin Rose asked if a suitable post was already in situ and Cllr Sturmeay agreed to send him some photos of one at the junction, Martin Rose felt it might need to be extended to allow for the height requirements

Await the school travel plan to go with the metro count survey result to go to Catg

Gated entrance to the village (school end) prices start from £350

<https://uk.glasdon.com/downloads/brochures/Glasdon-UK-Gateway-Booklet-GV559.pdf>

8, Trees on St Johns corner – When the council took this area over under a section 96 earlier this year Cllr Sturmeay understood from Denise Nott during a site visit that any trees on the site would be checked for safety before signing off to the parish council, Cllr Sturmeay was unsure if this has happened so the group suggests the PC asked WC for any recent survey report

9, AOB

10, Recommendations

3, The PC to buy some dry filler and moss treatment for the safety surfacing and caps

3, The parish council consults the parish first the OSWG will work on a two page A4 consultation paper at their next meeting (if anyone has any suggestions for questions please send them to Heather or Vanessa) it was hoped this could be delivered to every household in the parish at the by end of February, once returned the next step will be to look at the different suppliers and products available and a total cost of project should be known, it is hoped this can be established around May 2021, further funding if needed can then be applied for and installation could take place during the school summer break 2021

4, Talk to the rights of way officer to see if footpath KNOO13 could be diverted along the inside edge of the field which would make much better ease of access for users

4, PC obtains 3 quotes for future ground maintenance contract

6, PC get an update on the school travel plan

8, Recommends the PC finds out if WC carried out a tree survey for St John's corner

11, Date of next meeting – TBC

Meeting closed 8:40pm

G B Sport & Leisure

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www.gbsportandleisure.co.uk
sales@gbsportandleisure.co.uk



[Click here to view our website](http://www.gbsportandleisure.co.uk)

QUOTE

Customer Name & Address

Patricia Fellowes
Heytesbury, Imber & Knook Parish Co
Parish Clerk
2 (B) Prestbury Drive
Warminster
Wiltshire
BA12 9LB
United Kingdom

Delivery Address

Heytesbury, Imber & Knook Parish C
Parish Clerk
2 (B) Prestbury Drive
Warminster
Wiltshire
BA12 9LB

FAO: Patricia Fellowes
Order Date: 27/11/2020
Your Acc No: HEYTESBU
Your Order No: Wet Pour Repair Kit
Taken By: Michelle
Our Ref **12742**

Qty	Code	Description	Price Each	Line Total	Line VAT
1.00	SP-11-001	Wet Pour Repair Kit Black	65.00	65.00	13.00
Delivery				15.00	

We reserve the right to pass on any fees and tariffs in respect of Brexit.

Due to COVID-19, if you require delivery to a residential address there will be an additional carriage charge.

Order Net:	80.00
VAT:	16.00
Total:	96.00
Pound sterling	

Quote Validity Period:
30 days.

Registered Address: 96 Drove Road, Weston-super-Mare BS23 3NW

VAT Registration No: 634 5525 40
Company Reg No: 07524601

Printed: Friday, 27/11/2020 15:20
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Quote for Heytesbury,Imber & Knook Parish Council - HEYTESBU - Order No: 12742

TERMS AND CONDITIONS OF SALE

1. DEFINITION

In these terms and conditions:

"The Company" means GB Sport & Leisure UK Ltd and its subsidiary or related companies –
"The Customer" means the person or organisation purchasing the goods or service.

2. QUOTATIONS

Quotations are produced based upon costs provided by suppliers. As some suppliers are based overseas, fluctuations in currency and transportation costs can result in changes to costings originally calculated and therefore The Company reserves the right to withdraw or amend quotations if necessary. The Customer will be re-quoted and given the opportunity to accept or decline the new quotation prior to proceeding with the order.

3. PAYMENT

Standard payment terms for customers with agreed credit accounts are 30 Days from date of invoice for all Customers.
Orders from customers who do not have an agreed credit account will only be accepted against prepayment in full.

Any extension of time to pay shall not be effective unless agreed in writing by the Company, before the supply of any goods or services. Amounts may not be withheld or delayed by the customer for returns or otherwise, without the written agreement of the Company.

b) The Company reserves the right to charge interest on a daily basis from the date payment is due until the date payment is received. The basis of the interest will be 8% above Santander Bank's base rate from time to time in force.

c) All costs incurred in recovering overdue debts including without limitation legal expenses will be payable by the customer.

d) The Company may terminate this agreement and/or withhold further supplies in the event of amounts payable being overdue, breach of any of these Terms and Conditions of Supply or any other reason which at the discretion of the Company warrants such action.

e) Where payment for goods or services is made by credit card, the Company reserves the right to charge a 3.0% card fee. No fee will be charged if payment is made on an individual's personal debit card. Business debit cards will be liable to the 3% card fee.

f) Where goods are to be imported from abroad to fulfil an order and the goods are costed to the Company in a foreign currency, the Company reserves the right to amend quoted prices in light of currency alterations prior to orders from suppliers being placed.

g) Quotations where goods are being imported to fulfil orders are only valid for a period of 14 days (subject to clause 2f above).

4. Prices

Whilst quotations will provide prices of goods or services, as some of the products offered are sourced from abroad, we reserve the right to vary the price where the cost to us of acquiring or supplying the Goods or Services is increased between the date of the quotation and delivery to account for, without limitation, increases in the cost of Goods or Services, carriage, packaging or taxes, duties or insurance, or increases arising from a change in exchange rates. Also, a change in delivery date, quantities, pricing errors or delay caused by your instructions.

5. PROPERTY AND RISK

a) Title to any goods supplied at any time to the customer by the Company shall not pass to the customer, notwithstanding delivery of any goods or any documents representing them, until payment in full for any and all such goods supplied and all other amounts on any account whatsoever due from the customer to the Company has been made in full by the customer.

b) Until the passing of property under clause 3a) above, the customer shall be the bailee of the goods for the Company and:

i) Shall keep the goods in its possession and control, intact and in good condition;

ii) pending the passing of property in the Goods under clause 3a) above, the customer shall not dispose of, charge or encumber any of the goods or purport to do so except that the Company licenses the customer to supply the goods on arm's length terms in the ordinary course of its business.

c) For the avoidance of doubt, arms length terms will allow the customer to supply on the goods to a third party, but if the passing of property under clause 3a above has not been fulfilled at the point of supply, the customer must make their client aware that title of the goods or service remains with the Company until full payment is received by the Company.

d) The Company shall be entitled at any time before the passing of property in the Goods under clause 3a) above, to terminate the license granted to the Customer under clause 3b) (ii) above and to enter upon the Customers premises (or any other premises where the goods are kept) for the purpose of removing them.

e) The illegality or enforceability of any part of clause 3 shall not affect the validity and enforceability of the remainder of clause 3 and if any part of clause 3 is held not to be valid if part of the wording were deleted or modified then that provision shall apply with such modification as may be necessary to make it enforceable.

f) Goods supplied by the Company are at the customer's risk from the time they are duly delivered to the relevant delivery address or if the Customer is responsible for collecting the goods from the time they leave the Company's premises. The customer will be responsible for insuring the goods while they are at its risk.

g) If goods are supplied on a sale or return basis, unless previously agreed in writing, the details of the returns policy is stated below:-
Prior authorization is required as long as:-

6. DELIVERY

As our deliveries are normally undertaken by external carriers, we are not always able to control the timing of the delivery or, provide advance notice of the carrier's arrival.

A) All delivery times are approximates only. Exceeding the delivery time, for any reason whatsoever, shall not entitle The Customer to claims for non-fulfilment of any obligation assumed towards the Company, including any compensation, unless the Customer has evidence of intent or gross negligence on the part of the Company.

B) If the Customer is unable to accept the delivery of goods that have been ordered from the Company, then the Company is entitled to charge any additional costs of transport and storage to the Customer without any further notice.

C) If the Customer's delivery locations are unmanned for periods of time, or no person who is authorised to accept receipt of consignments is present, this should be notified by the Customer to The Company at the initial enquiry, in order that arrangements for timed deliveries can be quoted for by The Company.

D) For the avoidance of doubt, the Company will not offer to leave goods at the point of delivery, unless a specific written request is made by the Customer. The Customer takes full liability for the loss or damage of any goods delivered on such consignments.

E) Prices for delivery whether published on a price list or on the Company website, are applicable to UK mainland addresses only. For delivery to offshore or foreign addresses, a separate carriage price quotation will have to be obtained.

7. RETURNS POLICY

Any returned products must be in good clean resalable condition without defacing marks, stickers or damage. If these conditions are not met, GB Sport & Leisure UK Ltd reserve the right to return any shipment at the Customer's cost without credit.

The Company reserve the right to apply a 25% handling fee in respect of the return of products or the cancellation of orders for stocked products. Where a cancelled order is for non stocked goods or special services, the Company reserve the right to charge 100% of the invoice value.

8. COMPANY'S LIABILITY

a) The Company does not make or give any warranty, representation or undertaking as to the quality of the Goods, their correspondence with description or fitness for purpose that the Goods are not defamatory, injurious, obscene, unlawful, or in breach of copyright in any other manner whatsoever.

b) Without prejudice to the foregoing provisions of this clause, claims for any damage to or shortages in goods delivered must be notified to the Carrier and the Company at the time of delivery (if the Goods are inspected by or on behalf of the Customer at the time of delivery) or, if the Goods are not so inspected, immediately upon inspection after delivery and in both cases confirmed to the Carrier and the Company in writing within 1 day of delivery. Written notice of claims for non-delivery must be given to the Company within 1 day of the delivery date. On no account will claims be considered if notified outside of these periods.

c) Subject to the foregoing provisions of this clause the Company will not in any circumstances be liable to the customer or any successor or assignee of the customer in respect of any loss of whatsoever nature occurring to the customer

arising from the supply of goods or from non-delivery, delayed delivery, damage to or loss of the goods owing to any act or omission by the company (including negligence) or any cause not within the company's control including (without limitation) fire, flood, accident, strike, riot, lock-out, trade dispute, industrial action, terrorism, nuclear accident, war, insurrection, act or restraint of Government.

d) The customer shall notify the Company forthwith in writing of any claim for infringement of any patent, copyright, design, trade mark or other industrial or intellectual property rights in the goods covered by this invoice of which the customer becomes aware.

e) No variation to these terms and conditions shall be binding unless agreed in writing between the authorised representatives of the Company and the customer.

f) By accepting delivery of the goods from the Company the customer acknowledges receipt and thereby agrees to be bound by these terms and conditions and further acknowledges that these terms and conditions comprise the only terms and conditions which goods are supplied and that they shall not be deemed to be, altered or varied to any extent by any previous correspondence between the Company and the customer or by provision by the customer to the Company or any other terms and conditions in respect of the Company's goods.

9. Safety surfacing – supply and installation

Polyurethane binders darken in colour in hot, sunny conditions. This can cause discolouration of the surface. This is normally temporary and the discolouration of binder wears off the surface with use. Temporary discolouration is not a defect.

All colours are subject to ultra violet light degradation and as such total colour stability cannot be guaranteed, especially with bright red, bright yellow and orange. Polyurethane bound surfaces will emit an odour when first laid. The odour will diminish with use and is not a defect.

Rubberised surfaces such as wet pour and rubber mulch, together with resin bound path products can sometimes be slippery on initial use. Care should be taken if damp ground conditions prevail when the surfaces are first used.

Rubber mulch surfacing is comprised of a relatively open matrix of shredded rubber. Air-born seeds can germinate in this matrix, resulting in vegetative growth in the surface. This is not an installation defect. Should this occur treat the affected areas with a weed killer available from any garden centre. Rubber mulch and rubber track surfaces will darken in shade over time.

Repairs to wet pour and mulch-style surfaces: it is impossible to guarantee repairs to these types of surfaces, as we are repairing surfaces laid by other contractors, as it is impossible to ascertain the strength of the original surfaces and whether or not they will continue to move in the future, which could affect the integrity of our repairs. The finished surface level of repairs may vary by up to 5mm from the surrounding surface.

Installation: Quotations which include installation are based upon above ground observations, service drawings (if available) and information supplied.

If any below ground obstructions or adverse digging conditions are encountered which affect the progress of work you will be advised immediately and asked how you wish to proceed.

10. TERMINATION

a) This agreement shall terminate forthwith if an order is made for bankruptcy of or an effective resolution is passed for the winding-up of the customer or if the customer being a company is unable to pay its debts within the meaning of Section 123 of the insolvency Act 1986 or any statutory re-enactment or modification thereof, or makes a composition with creditors or if a supervisor, receiver, administrator, administrative receiver or other encumbrancer takes possession of or is appointed over the whole or any part of the assets of the customer.

b) The Company reserves the right to terminate this Agreement with the customer at any time if trading terms and conditions are violated by the customer.

c) Termination of this Agreement shall not affect any rights or obligations of the parties hereto arising prior to such termination.

11. LAW

a) All contracts under these terms shall be governed by and construed in accordance with the Laws of England and all disputes shall be submitted to the non-exclusive jurisdiction of the English courts.

b) The Company sell to business customers only. Therefore the distance selling regulations do not apply to sales made by GB Sport & Leisure UK Ltd via means of telephone, fax, e-mail & on-line. By making a purchase from the Company, you will be deemed to have accepted our terms and conditions of trading.