

# Meeting of Heytesbury, Imber and Knook Parish Council

## Minutes

Tuesday 16 January 2024  
Hospital of St John, Heytesbury

### Present

Cllr C Blake, Cllr B Coombes, Cllr P Fellowes, Cllr S King, Cllr J Sneddon, Cllr V Sturmey (chair),  
Cllr N Williams and Cllr A Wilson.

Clerk, Cllr C Newbury (Wiltshire Council) and five members of the public.

Public session commenced at 7.02 pm.

Four members of the public spoke and subjects included:

- i. motions on the agenda
- ii. quote for legal advice
- iii. planning application in respect of The Angel Inn, Heytesbury

Public session ended at 7.18 pm.

The meeting commenced at 7.18 pm.

### 130 Apologies

Cllr Barker Bennett.

### 131 Declarations of interest

There were no declarations of interest.

### 132 Minutes

The minutes of the meeting on 13 December 2023 were approved and signed by the chair.

### 133 Chair's announcements

There were no announcements.

### 134 To note the bank statements

The bank statements as at 16 January 2024 were noted.

135 To note the bank reconciliation to 31 December 2023

The bank reconciliation was noted.

136 To note the budget report to 4 January 2024

The budget report was noted.

137 To approve payments

54/23 Hospital of St John room hire 28 November 2023 £20

55/23 Information Commissioner's Office data protection fee £35

56/23 Wiltshire Association of Local Councils training £168

57/23 The Metal Foundry blue plaque £199.95

58/23 HMRC NI contributions £51.26

59/23 Hospital of St John room hire 13 December 2023 £20

60/23 December payroll

61/24 Hospital of St John room hire 16 January 2024 £20

62/24 January payroll

The payments were approved.

138 Motions

(A) By Cllr Fellowes, Cllr Wilson and Cllr Williams

It was resolved unanimously to reverse the decision on 28 November 2023 to obtain quotes for legal advice in respect of land to the north of Park Street, Heytesbury.

Five members of the public left the meeting.

(B) By Cllr Sturmey

"That a councillor be responsible for Parish Steward liaison and identify with input from other councillors and residents up to five job priorities a month and update council on progress."

It was resolved to appoint Cllr Fellowes.

(C) By Cllr Sturmey

"That councillors be appointed to help arrange the entry for the Best Kept Village Competition."

It was resolved to appoint Cllr King, Cllr Sturmey, Cllr Williams and Cllr Wilson.

(D) By Cllr Williams

"To help grow our community's social cohesion, we appoint a councillor or working group to address specifically the creation, support or even sponsorship of events and activities on a regular basis that appeal to all villagers."

It was resolved to appoint Cllr Coombes.

(E) By Cllr Williams

“That we appoint a councillor or working group with responsibility to regularly provide material, of all types, to the media giving a positive image of all the villages in the parish.”

It was resolved to appoint Cllr Fellowes, Cllr Sneddon and Cllr Williams.

**139 Asset register**

Cllr Fellowes, Cllr King and Cllr Sturmey agreed to scrutinise the asset register.

**140 Planning applications**

i. PL/2023/10909 Little London Cottage, 61-62 High Street, Heytesbury, apple tree fell. It was confirmed there were no objections as emailed.

ii. PL/2023/11088 Orchard House, 38 Chapel Road, Heytesbury, consent under Tree Preservation Order. There were no objections.

**141 To approve Society of Local Council Clerks membership renewal fee of £148**

The membership renewal fee was approved.

**142 RoSPA report**

Council received the RoSPA report concerning the play area.

**143 To exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 to discuss confidential items**

There were no members of the public present. Cllr Newbury left the meeting.

**144 Quote for legal advice**

The agenda item was not discussed.

**145 To consider the Clerk’s working hours, duties and responsibilities**

Council considered the Clerk’s working hours, duties and responsibilities.

The meeting ended at 9.15 pm.

Signed.....

Date