

WORTON PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING 6 MAY 2015, 7.30PM

THE VILLAGE HALL, HIGH STREET, WORTON

MINUTES

Present: Councillors: R Wilshire (Chairman); Mrs S Bonfield; Mr M Fisher; Mr W Francis; Mr R Goss; Mr D Johnson; Mr A Midgley; Mr M Rose; Mrs C Simpson; Mr R Gamble [WC].

Apologies: none.

Also present: 27 members of the public; Cllr P Salaman [Marston PC]; Mr P Baxter (Clerk).

ACTIO

15/16/016 Election of Chairman

Cllr Simpson proposed, seconded by Cllr Johnson and with all **agreed** that Cllr Wilshire be Chairman for the ensuing year.

15/16/017 Election of Vice Chairman

Cllr Johnson proposed, seconded by Cllr Simpson and with all **agreed** that Cllr Francis be Vice Chairman for the ensuing year.

15/16/018 Declarations of interest.

Cllr Goss declared a pecuniary interest in a planning item.

15/16/019 Minutes of the last meeting

The Minutes of the last meeting were **agreed** and signed by the Chairman.

15/16/020 Chairman's announcements

The Chairman invited Cllr Rose to present an update on the rollout of Superfast Broadband. Cllr Rose confirmed that superfast broadband was now available from suppliers and thanked those that had responded to the published question about Cabinet connections. The data suggests up to 40 properties could be connected to Cabinet 3 in Potterne, which is not scheduled for upgrade. Lobbying of BT will continue to seek the transfer of those lines to Cabinet 21, which is enabled for superfast broadband. The Chairman asked Cllr Johnson to make a preliminary report on the collection of community survey responses. Some 265 had so far been collected, with more to come. Cllr Johnson noted the quality of the analysis for the 1997 Village Appraisal, confirming that a similar depth of analysis and presentation was required in this exercise.

15/16/021 Public participation

Representations were made regarding the Council's position on the establishment of a Neighbourhood Plan and the availability of related grant funding. Probable timescales were also noted. Cllr Simpson responded with an explanation of the Council's position, to be further informed by consultation with residents before it considers the matter again in September.

15/16/022 Wiltshire Councillor's report

Cllr Gamble confirmed that enquiries were continuing with regard to broadband connectivity and that the C20 speed limit reduction had now been approved. The next Area Board would be on 18 May with an older persons theme. Cllr Gamble provided some background context to the Core Strategy and its Inspector's requirement for additional housing to be identified, reflecting on possible outcomes for other parishes and the impact on Worton in the short and medium terms.

15/16/023 Neighbourhood Planning and presentation of a petition

The Chairman received a petition calling for the immediate commencement of Neighbourhood Plan and funding application processes. Questions for clarification were taken, and participants were thanked for providing additional perspective to the Council's decision-making. It was proposed by Cllr Francis, seconded by Cllr Simpson and **agreed** by all that an article in The Bridge would seek volunteers for a Steering Group, that would then be commissioned if the Council subsequently chose to commence a Plan process. It was confirmed that where a parish council is established only that body can commission a Steering Group and Plan process.

15/16/024 Review of Standing Orders and Financial Regulations

The Clerk explained that Standing Order 3L had been suspended mid-year with a change in legislation regarding the filming and recording of meetings. The Clerk set out a recommended form of words to replace item 3L as:

Reasonable facilities will be provided for photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means provided that there is no disruption to the meeting and children, vulnerable persons and non-participating members of the public who actively object are not filmed. Those causing disruption may be excluded from the meeting.

Cllr Rose proposed, seconded by Cllr Francis with all **agreed** that the wording be inserted. No other changes to Standing Orders or Financial Regulations were made.

15/16/025 Review of nominations to external bodies

Cllr Bonfield was nominated to represent the Council on the Village Hall Management Committee.

15/16/026 Review of membership of other bodies

It was **agreed** that the Council would renew its membership of the Wiltshire Association of Local Councils and Community First. It was also **agreed** that the Council would seek membership of the Council for the Protection of Rural England (CPRE). The Clerk was asked to make the application.

15/16/027 Health and Safety Policy Statement

The Chairman signed the Health and Safety Policy Statement for 2015-16.

15/16/028 Freedom of Information policy

The Policy was reviewed with no changes.

15/16/029 Complaints Policy

The Policy was reviewed with no changes.

15/16/030 Review of assets

The Clerk presented a revised Assets Register which was **agreed**.

15/16/031 Review of insurances

The Clerk presented the renewal terms for insurances, noting that the defibrillator cabinet had been included. Renewal was **agreed** on the terms offered.

15/16/032 Community Fund funding agreement

The Clerk presented a draft Agreement prepared by Good Energy Ltd for the payment of an annual fund to the Council for distribution through a community grant-making scheme. It was **agreed** that the draft Agreement be returned with a required alteration to Para 3.1 related to the timing of the first payment.

15/16/033 Budget 2015/16

The Responsible Financial Officer presented a revised budget to take account of new cost-pressures and commitments now known. The budget was **agreed**.

15/16/034 Internal and External Audit

The Responsible Financial Officer reported that the Internal Auditor had returned the accounts with no actions arising, and had signed the certificate for the External Auditor. The Council conducted its annual governance review and it was **agreed** that the Chairman sign the relevant Statements on the Annual Return.

15/16/035 Setting dates, times and place of ordinary meetings of the Council

It was **agreed** that the Council would continue to meet on the first Monday of each month except August, at 7.30pm in the Village Hall.

15/16/036 Planning matters

The following decision was reported:

15/01696/FUL Bolt Cottage, West End, Potterne – extension;
15/01509/FUL Home Farm, Worton – construction of agricultural workers dwelling;
15/00992/FUL Worton & Marston Village Hall – refurbishment;
15/01210/FUL 48 High Street – extension;
All were approved with conditions.

The following applications were considered:

15/03662/FUL Home Farm, South Cross Lane – hay barn [Cllr Goss left the room for this item]

Supported;

15/03519/TCA Prince Hill House – reduction of approx. 40 leylandii

No objection with recommendation that sides be also trimmed;

15/03335/TCA The Old Forge 88 High Street – remove a beech tree;

Cllr Francis proposed, seconded by Cllr Goss, that there be no objection. On being put to the vote 7 were for and two against. It was **agreed** that there be no objection.

15/03018/FUL Joiners Lane – manege and change of use from agricultural to mixed agricultural and equestrian;

Cllr Johnson proposed, seconded by Cllr Rose that the Council object as the manege would impact on neighbours as orientated, and floodlighting would be intrusive on neighbours and the rural setting. On being put to the vote, 7 were for the objection and 2 against the objection. It was **agreed** to object on the grounds proposed.

15/16/037 Dog fouling in publically accessible places

The Chairman confirmed that reports of dog fouling can be made to the Dog Warden at Wiltshire Council. Cllr Johnson suggested that a dog waste bin could be placed in the vicinity of Sandlease play area and adjacent footpath. The Clerk was asked to establish the costs of this service. A decision on whether to advertise for volunteers to manage the bin was deferred until more information was available.

15/16/038 Disbursements

The following payments were authorised:

Chq	£
701 Community First (insurance)	543.73
702 WALC (subscription)	233.15
703 W & M Village Hall (waste grant)	193.44
704 W & M Village Hall (room hire)	105.00

15/16/039 Correspondence received

The Clerk reported receipt of emails notifying the retirement of the Village Hall Treasurer and new contact details for a replacement. The Clerk also reported receipt of two emails from Mr C Nixon, recommending the Council commence a Neighbourhood Plan process and reporting the circumstances of a vehicle collision at Norney Bridge, suggesting that traffic priority signs be installed. The Clerk was asked to write to Highways Officers requesting again that a scheme be installed. A recent accident at the Poulshot turn on the C20 was also **noted**.

15/06/040 Date of next ordinary meeting

The next meeting was set for 1 June at 7.30pm in the Village Hall.

15/16/041 Clerk vacancy - preparations for administration continuity

The Chairman sought nominations for key administration tasks should the Council be unable to appoint a successor to the retiring Clerk in good time. Cllr Johnson undertook to prepare agendas and minutes, Cllr Wilshire undertook to receive and administer Planning applications, Cllr Francis undertook to manage finance, and Cllr Simpson undertook to manage general correspondence and the website.

15/16/042 Key Messages

It was **agreed** that the invitation to join a Steering Group (with time involvement explained); a broadband update; tree planting project; and thanks for participation in the community survey be set out in an article for The Bridge magazine, to be prepared by Cllr Simpson.

Items for the next agenda were **agreed** to include:

Tree planting scheme

Flood response preparations

An aide-memoire for planning applications scrutiny

Partnership arrangements with Marston PC in regard to the village Hall

Content planning for future meeting agendas

The meeting closed at 9.25pm

Signed Chairman, 1 June 2015