

Minutes  
Charlton St Peter and Wilsford Parish Council  
Quarterly Meeting- held at Wilsford Village Hall  
7:30pm on Wednesday 18<sup>th</sup> July 2018

Declarations of Interest

Note: Members who are bound by the provisions of the National Code of Conduct are required to declare either personal or prejudicial interests and, where necessary, leave the meeting during consideration of any relevant matters.

1. Apologies for Absence

- 1.1. Present: Ed Paice (**EP**) Chairman, Neil Golding (**NG**) Vicechair, Tim Fowle (**TF**) RFO, Bob Montgomery (**BM**)
- 1.2. Apologies: Alex Hickman (**AH**), Malachy Guinness (**MG**), Paul Oatway (**PO**), Police
- 1.3. Also Present: Cassandra Fowle (**CF**) Clerk, Jo Halton, John Warren
- 1.4. No Declarations of interest were made

2. Minutes of meeting held 2<sup>nd</sup> May 2018

- 2.1. The minutes of the meeting on the 2<sup>nd</sup> May 2018 were agreed and unanimously signed by **EP**

3. Crime and Disorder- Report distributed 9<sup>th</sup> July

- 3.1. The recent report was discussed, no issues were raised.

4. WC Report- Paul Oatway

- 4.1. No Report due to **PO**'s absence

5. Matters Arising

5.1. Bridleways and Footpaths- Grant request from PAB

- 5.1.1. This matter is still ongoing

5.2. Flood plan/Emergency Plan

- 5.2.1. **NG** to pass on the flood plan to **AH** and Barry (**CSP**)- Names will need to be updated on the flood and emergency plan on both copies.

5.3. GSW

- 5.3.1. Ongoing

5.4. NDP

- 5.4.1. Ongoing

- 5.5. Aerial Photography- **CF** will look into downloading time stamped photographs of both villages. **CF** will contact a drone operator- when flooding occurs we can have photos taken to be able to show before and after images

6. Planning Matters

- 6.1. A letter of dissatisfaction will be submitted to **WC** by **EP** and cc'd to **PO** regarding number 13 planning issues and the lack of correct planning permission following letters sent 21<sup>st</sup> June and Stephen Jenkins replied 25<sup>th</sup> June.

6.2. **EP** to informally contact **MG** regarding the renting of land and the possible use of the land as a field trial venue and the erection of shoot bird release pens.

## 7. RFO's Report-

7.1. **TF**'s report is attached, he reports we are in a stable situation.

7.2. Houndscroft (website maintenance)- cost of maintenance has been returned to current account, from the Wyvern account, and will continue to be paid from the current account.

7.3. **TF** has not received any communication from any external auditors since Grant Thornton ceased September 2017- **CF** to contact **WC** to discuss why we have not been contacted by a new auditor.

7.4. After discussion it was decided that £300 would be contributed to the clerk, from the Wyvern account, towards the updating of current computing equipment on the stipulation that she would remain clerk for the next 3 years.

## 8. PAB Report

8.1. To be distributed when the minutes have been made public

## 9. Any other Business

### 9.1. GDPR

9.1.1. GDPR regulations were brought into effect on the 25<sup>th</sup> May 2018, all bodies who hold personal information must abide by these new regulations. **WC** distributed a summary advising councils on the best course of action.

9.1.2. **NG** to address the issue of people's details who are held on the Emergency Plan and contact them to ensure they are still happy to have their information in the public domain.

9.1.3. **CF** to design a leaflet to be dropped around the villages and will distribute the email regarding GDPR

### 9.2. New Recycling Capabilities

9.2.1. **CF** to send an email of thanks to Tracey Carter for improving the scale and scope of recycling across Wiltshire

### 9.3. Everleigh Recycling Centre

9.3.1. **NG** to complete consultation on proposed closure of Everleigh on behalf of the parish council

9.3.2. **CF** to add information about completing the consultation to the leaflet about the GDPR - the parish council feel that as much publicity should be done about this as possible

### 9.4. Wilsford Byways-

9.4.1. The item was discussed. We are awaiting an update from **MG** and Stephen Leonard (**WC**).

### 9.5. A345- A strategic route?

9.5.1. A345/A342 was discussed in relation to recent diversions. To discuss with **PO** at the next meeting.

### 9.6. PEAS- Parish Emergency assist scheme

9.6.1. **CF** to contact **WC** to request a 1 tonne bag of salt for Charlton St Peter

- 9.6.2. **EP** to speak to **MG** regarding storage of a bag of salt
- 9.7. CIL
  - 9.7.1. Wiltshire Council have been informed of the correct numbers of dwellings in both villages
- 9.8. WW1 Commemorative Tree Planting-
  - 9.8.1. **TF** to contact Joe Wookey regarding the planting of trees
- 9.9. Localism Act 2011
  - 9.9.1. **CF** to forwards email to **NG** for further guidance
- 10. AOB
  - 10.1. Bank opposite church yard on church yard side CSP outside Derbys has moved further out into the road and could cause a drainage issue come winter- **NG** to consult parish steward to sort drainage issue.
- 11. Correspondence Received
  - 11.1. Letter from Mary Gillmore received 16/7/18
    - 11.1.1. Footpaths- The council discussed the regular upkeep of the local footpaths and bridleways within Wilsford. **EP** will talk to **MG** who is the predominate landowner involved and highlight his responsibilities.
    - 11.1.2. Verges- again raised by multiple residents, two specific safety issues have been identified- liaison with the parish steward and **MG** to confirm rest of verges will be cut during Aug and Sep
      - 11.1.2.1. There is a member of the village who has expressed that they like the fact the verges have been left.
    - 11.1.3. Wilsford Signpost - raised by resident, **PO** to be consulted for advice by **EP**

Meeting closed 9:28

Cassandra Fowle (24/7/18)

Dates of next meetings -

- Parish Council: 7th November, 6th February 2019, 8th May 2019 (to include AGM and Village Meetings)
- Pewsey Area Board: 3rd September (AP), 12th November (TF)

**Charlton St Peter & Wilsford Parish Council.**

**Financial Year Commencing 1 April 2018**

**Budget for 2018/2019**

<b>Opening Balance</b>	<b>£445.06</b>
Precept	+£1350.00
Txfr to Wyvern Account to maintain balance	-£500.00
Balance as at 17/07/18	£1295.06
Clerks Fees	- £520.00
Clerks Fees (HMRC)	- £130.00
Came and Co (Insurance)	-£168.00
Donation to Wilts Air Ambulance	-£135.00
Donation to Pete Mead (Fuel for trimming path to Rushall)	-£20.00
Houndscroft (Website Maintenance)2019	-£126.00
<b>Predicted Balance as at 02/04/19</b>	<b>£196.06</b>
<b>Closing Balance (17/7/18)</b>	<b>£</b>

**Wyvern Account (Web site costs etc)**

<b>Opening Balance</b>	<b>£1761.40</b>
<b>Txfr from current account</b>	<b>£500.00</b>
<b>Balance as at 17/07/18</b>	<b>£2261.40</b>

**Other notes:**

**Donation to air ambulance kept at 10% of precept**

**Assumed that Came and co insurance cost the same as last year.**

**. Community First NOT Subscribed to this year.**

**T C Fowle RFO 17/07/18**