

**DRAFT Minutes of the Pitton and Farley Parish Council meeting held on Wednesday 25th November 2020 at 7.30pm on the Zoom conference platform.**

**Present:**

Cllr Debbie McIsaac ( Chairman)  
Cllr Clive Gutteridge (Vice Chairman)  
Cllr Sarah Ackrill  
Cllr David Ball  
Cllr Geoff Lowndes

**In attendance:** Jay McGowan, Acting Parish Clerk

**Also present:** 3 members of the public

**Public session:**

*Wiltshire Chris Devine gave a brief report.*

- a. The outcome of the Area Board Review has been finalised and Pitton and Farley will still remain in the Southern Area Board under the Alderbury and Whiteparish ward.
- b. Planning, Coldharbour Barn decision has been extended till 2nd December 2020.
- c. Cllr Devine confirmed the suspension of The People Friendly scheme in Salisbury City Centre from the 1st December 2020. To help small businesses during the continuing COVID pandemic the Government has set up new small businesses grants.
- d. The Wiltshire Council well-being hub continues to operate and residents are encouraged to use the hub for information.
- e. Cllr Devine also noted a new mobile home has been set in place at Dunstable Road, Pitton. He has advised enforcement agencies and is dealing with the situation.

*Councillor Britton* provided an update of Wiltshire Councils financial situation at this present time - £29m is the currently projected deficit for the next financial year. For the current financial year the council has received emergency funding from the government of £32m plus all the various ring-fenced grants which the council has paid out on government's behalf.

The current projection for this financial year is a balanced budget with the net cost of Covid being only around £1/2m.

2021/22 is the real challenge facing the council.

*Coldharbour Barn* - Mr Tim Hawkes was invited to the meeting to read a letter he had submitted to Pitton and Farley Parish Council. Mr Hawkes views will be noted in the exclusion of the press and public session.

## **Council Business**

**120.20 To receive apologies** - Councillor Boswell, Councill Johnson-Hill

**121.20 Declarations and Requests for Dispensations**

Cllr McIsaac declared an interest in flooding matters. There were no requests for any

Dispensations.

#### **122.20 Items raised in the Public Session**

Coldharbour Barn - this would be dealt with at item 131.20

#### **123.20 Exclusion of the Press & Public**

**Resolved:** to discuss item 122.20 at item 131.20

#### **124.20 Minutes**

The minutes of the ordinary meeting held on 28th October 2020 were approved and will be signed as a correct record without amendment.

#### **125.20 Planning**

- a. To consider a response to the current Planning Applications received 20/09321/FUL Proposed first floor extension and detached carport at Fairwinds, Townsend, Pitton. **Resolved: No objection.**
- b. To consider a response to any Planning Applications notified between the publishing of the agenda and date of the meeting. **None received.**
- c. To note decisions made by Wiltshire Council since last meeting. **None received.**
- d. To note an update on 20/05658/106 re proposed discharge of s106 agreement at Coldharbour Barn, High Street, Pitton. **This will be discussed at item 131.20**

#### **126.20 Precept**

To review the first draft budget for 2021/2022, with final consideration to be decided at an extraordinary meeting held before 18th January 2021.

**Resolved:** Councillors are to submit suggestions and costs to improve amenities in Pitton and Farley focusing on the young and elderly, to the clerk to be calculated in the draft budget.

DVN administration & editorial costs to be added to draft

Costings for a new Parish Council Website to be added to draft

Footpath maintenance and flooding current budgets should also be reviewed in the draft. **Action:** Cllr Gutteridge and clerk to meet to finalise draft budget.

#### **127.20 Speeding**

Cllr Gutteridge and Cllr Ball gave an update on the speeding issues in Pitton and Farley. The speeding video has been loaded onto both Parish Council and Community websites, however only preliminary feedback has been received. A more accurate reading should be available early 2021. Cllr Ackrill suggested a link to the video should be placed in Pitton School newsletter as it is circulated to a large number of residents. Cllr Ball is in correspondence with the school. A further and more accurate update will be given at a forthcoming meeting.

#### **128.20 Flooding**

To note a Public Meeting is to be held Thursday 3rd December at 7.30pm via Zoom.

**Action:** Clerk to supply copies of reports supplied by the FAG to all councillors.

#### **129.20 Highways/Parish Steward/Footpath Issues**

- a. Parish Steward visits to take place 10th and 14th December 2020, 21st and 25th January 2021. **Resolved:** Cllr Ball was appointed as the liaison between Pitton and the Parish Steward and Cllr Lowndes was appointed for Farley on a trial basis. **Action:** Clerk to send dates and schedules to Cllr Ball and Lowndes.
- b. Noticeboard in Farley is in need of repair. **Action:** Clerk to request quotes for repairs.

### **130.20. Finance**

- a. To note the bank balance as 31st October 2020, £31,726.27 b. To consider the purchase of a Parish Council mobile phone and PO Box.  
**Resolved:** See Clerk's report
- c. Dun Valley News - Administration and editorial costs. Cllr McIsaac to provide costings.
- d. Bank signatories - Removal of Coppock addition Gutteridge as per September 2020 meeting - 95.20. Cllr Gutteridge has completed Mandate and is waiting for a response from Lloyds Bank.
- e. To review the schedule of payments.  
Clerk's salary of £272.85 approved  
Shared training cost of £60.00 approved

### **131.20. Actions to be carried forward.**

A new community website - a new community website was proposed for the parish - to be discussed at an upcoming meeting.

For councillors to review the following outside organisations, to act as representatives of Pitton and Farley - to be discussed at an upcoming meeting. a. Pitton Flood Action Group

- b. Farley Village Hall - currently Cllr Lowndes
- c. Pitton Village Hall - currently Cllr McIsaac
- d. Southern Area Board
- e. Community Area Transport Group
- f. Wiltshire Council's Southern Planning Committee
- g. Project to develop new Pitton & Farley website

### **132.20. Clerk's Report**

Clerk to give a brief report regarding parish council matters.

#### **Play Park**

The play area in The Close is now open and can be used. **Action:** Further action of replacements post to be carried forward.

#### **Speeding Video**

The video has now been loaded onto both the community and Parish website. Update given in item 127.20

#### **Fly-Tipping**

This was reported and has now been cleared, WC have noted an increase in fly tipping of commercial waste and are asking residents to be vigilant.

#### **Flood Action Group.**

The FAG met earlier this month, due to the current lockdown restrictions they requested to keep the meeting to the minimum number and will send the Parish Council a report. **Action:** to request regular reports from FAG.

### **Training.**

**Action:** Training for all councillors and clerk together to be arranged with K Fielding.

The Clerk attended two remote learning courses:

Finance for Councillors – To get an insight of how/what a councillor's duties are regarding a parish's finances.

Budgeting – how to prepare a budget to help determine and set the Precept. A training session on how to use GSuite – share documents, files and drives was given to the clerk. **Parish Admin.**

Clerk has looked into the cost of a Parish owned mobile phone and PO Box address. Mobile phone:

Monthly contract with Tesco - £8.50 per month (500MB, 250mins & 5000 texts) **Min 24 months**

**contact. Resolved:** to purchase a P & F Parish Council mobile phone for clerk use. PO Box: PO Box

Collect service – collect mail from Local Delivery Office at least once a week. Monthly - £34.50

6 Months - £165.00

12 Months - £277.50

**Resolved:** This is to be placed on hold until further notice.

**Confirmation of New Area Board.** Cllr Devine reported the outcome in the Public Session. **Road**

**Closure.** Church Road, Farley road closure from 25th - 27th November. It was noted by Cllr

Lowndes the works had been completed.

**Upcoming meeting.** The Southern Area Planning Committee meeting has now been rescheduled to 7th January 2021 at 3pm. Details to be confirmed.

### **133.20 To note dates of the next ordinary meetings**

a. Extra ordinary meeting to finalise Precept - Tuesday 12th January on Zoom conference platform

b. Wednesday 27th January 2021 at 7.30pm on Zoom conference platform c.

To confirm dates for 2021 ordinary meetings. **Resolved:** dates for the first seven months of 2021, until the August break were agreed:

*Wednesday 27th January 2021 on Zoom conference platform*

*Wednesday 24th February 2021 - To be notified*

*Wednesday 31st March 2021 - To be notified*

*Wednesday 28th April 2021 - To be notified*

*Wednesday 26th May 2021 - To be notified*

*Wednesday 30th June 2021 - To be notified*

*Wednesday 28th July 2021 - To be notified*

### **134.20. Exclusion of the Press & Public during the discussion of Confidential Items**

To resolve under the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press and broadcast media to be excluded from the meeting during the consideration of the following items as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted:

*An update on 20/05658/106 discharge of s106 agreement at Coldharbour Barn, High Street, Pitton*

Mr Hawkes comments in the public session had been noted and reviewed by the Parish Council. **Resolved:** to discuss the matter further.

### **135.20 To close the meeting**

The meeting closed at 9.45pm

Members of the Council must consider the following matters in consideration of their public duties:

Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety, Human Rights.