

**DRAFT Minutes of the Pitton & Farley Parish Council meeting held on Wednesday
27th March 2019 at 7.30pm in Farley Village Hall**

Present: Cllr Rod Coppock (Chairman), Cllr James Latham (Vice Chairman), Cllr Chris Fry, Cllr Nigel Lilley, Cllr Geoff Lowndes, Cllr Stuart Mariner, Cllr Debbie McIsaac, Cllr Ged Mirski-Fitton

In attendance: Catherine Purves (The Clerk)

Also present: Wiltshire Councillors Chris Devine (Ward Member) and Richard Clewer (Ward Member for Downton, and Cabinet member for Housing, Corporate Services, Arts, Heritage & Tourism), Pitton Flood Warden

Public Forum

Wiltshire Council Ward/division Boundary Review - Cllr Clewer briefed the Parish Council on the background and implications of the review for the parish. He was able to reassure members that Wiltshire Council had agreed at its recent extraordinary meeting that Pitton & Farley civil parish should remain firmly within the current Southern Area Board area, becoming a member of a new ward/division known as Alderbury & Winterslow. This ward would include Alderbury, Grimstead, Pitton & Farley and Winterslow civil parishes. Wiltshire Council was determined that the Area Board should retain its current allocation of five members, and to enable this, Firsdown civil parish would have to move to one of the proposed two new Laverstock wards. This would enable the proposed configurations to comply with the Boundary Commission's requirements that all wards contain roughly the same number of electors, plus or minus 10%, that the wards would provide effective and convenient local government, and that the wards would represent community cohesion. He urged the Parish Council to submit its comments, if any, to the Boundary Commission.

Affordable Housing - Cllr Clewer advised that Wiltshire Council would consider developing its own land where deemed to be exception sites. 60% of any such development would be for affordable housing, 40% would be destined for the open market. Wiltshire Council does have a 5 year rolling plan of development sites upto 2036, and is well placed to resist developers' approaches.

Wiltshire Councillor Chris Devine, Ward member report

Highways - The 2019/2020 Maintenance Programme had been considered at the recent Area Board meeting. Some works had been brought forward into the current financial year, including the patching of Parsonage Hill, the Farley/Pitton road, and the resurfacing of White Hill due to extra Government funding being available. He noted there had been another crash at Dunstable Crossroads.

Police - he had requested increased rural patrols, and would keep pressing the local Inspector for these.

Planning - development by Wiltshire Council of its land at the end of Above Hedges for affordable housing was not being considered at the moment. Development in Farley, if at all, will consist of incremental dwellings, eg one house at a time.

In Excess/Knightwood - Cllr Britton had advised him that Wiltshire Council had begun enforcement action against the company to remove the asbestos-polluted bund from the site, in compliance with current regulations and good practice by August 2019.

COUNCIL BUSINESS

30.19 To receive apologies

Resolved: to note none received, all councillors were present

31.19 Minutes

Resolved: To approve and sign as a correct record without amendment the minutes of the ordinary Parish Council Meeting held on 28th February 2019

32.19 Declarations of Interest

a To receive any **Declarations of Interest** in respect of councillor reference to matters contained in this agenda in accordance with the provisions of the Localism Act 2011 and in accordance with the Local Government Act 1972 in respect of officers.

Resolved: to note declarations from Cllr Stuart Mariner and Cllr Debbie MacIsaac in respect of flooding issues

b To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

Resolved : to note none received

33.19 To consider any urgent matters raised in the public session, and any other urgent matters or items of information from councillors.

Resolved: to note none raised

*It was agreed to bring forward item 41.19 Pitton Flood Amelioration Scheme
The subsequent minute numbering has been amended accordingly.*

34.19 Pitton Flood Amelioration scheme

a To note any updates - the Parish Council was awaiting the final report from Such Salinger Peters, which would be advising various actions which, whilst not providing a total solution, would be enough to have a significant effect on the impact of any future floods. The indicative costs would be beyond the capacity of the Parish Council to take on, these would need to be borne by other organisations.

b To discuss possible actions arising from a site visit to the dam/obstruction on the Clarendon Estate - the site visit had been deferred.

c To note advice given about the clarification of the status of Aymers Pond and to decide on action required - following a long discussion around the need to unblock the culvert into Aymers Pond, it was

Resolved: to notify the Environment Agency the Parish Council will arrange for the excavation of the ditch by the end of June to allow the water to flow naturally in a river that is the Environment Agency's responsibility, unless the Parish Council is advised to the contrary by the end of May. **Action:** The Clerk

35.19 Exclusion of the Press, Broadcast Media and the Public

To agree any items on the agenda which should be considered after the press, broadcast media and the public have been excluded

Resolved: that agenda item 44.19 be considered after the exclusion of the press and public, and that the agenda item should be brought forward. The minute numbering will be amended accordingly.

36.19 To resolve that under the Public Bodies (Admissions to Meetings Act 1960), the press, representatives of the broadcast media and the public be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted: Briefing concerning the Pitton noticeboard.

Following the consideration of the briefing, it was

Resolved: to follow up action points one and two. **Action:** The Clerk

Cllr McIsaac left the meeting at 9.05pm

37.19 To consider a response to the Boundary Commission recommendations concerning the proposed rearrangements of the Wiltshire Council wards

As councillors were reassured by Cllr Clewer's clear explanation of the situation, it was

Resolved: Not to take the matter further.

38.19 To consider/note any Highways matters

a Tasks for the Parish Steward - a list of additional tasks that can be undertaken had been circulated to all councillors, who were asked to advise the Clerk as soon as possible of any small scale works that needed doing.

b Update regarding the underlying data of the Pitton metro data - requests have been submitted to Wiltshire Council, and FOI access will be requested if necessary.

c Arrangements for the public meeting in Pitton concerning speeding and possible remedies - Cllr Fry advised that the meeting had been arranged for Wednesday 10th April at 7.00pm in Pitton Village Hall

d Community Area Transport Group meeting - the meeting scheduled for Wednesday 3rd april has been cancelled due to lack of business. The next one is scheduled for Wednesday 19th June at 6.30pm at the Bourne Hill offices.

e Highways meeting - Wiltshire Council Highways annual Highways meeting will take place on Wednesday 8th May at 7.00pm, venue t.b.c.

39.17 Finance

a Resolved: To note the current account bank balance as at 28th February 2019 stood at £31,847.34

b Resolved: To approve for payment a schedule of accounts in the sum of £2029.84

c **Resolved:** to note the final updated 2018/2019 Budget Monitoring form

40.19 Parish Council Governance - to review the following:

- a. *System of Internal Control* - **Resolved:** to confirm the relevant document together with the recommended amendments to 3.1 Cheque Signatories and 3.2 Invoicing
- b. *Risk Assessment document* - **Resolved:** to confirm the relevant document, noting that no amendments were required.
- c. *Effectiveness of Internal Audit* - **Resolved:** to confirm the relevant document, noting that no amendments were required.

41.19 Planning

- a. *To determine a response to the following planning applications received:*
19/01909/PNCOU - notice of prior approval under Class Q for proposed Change of Use of agricultural building to dwelling house (Class C3) and associated operational development at White Hill Barn, White Hill, Pitton
Resolved: to object to this application. This site is sensitive as it is outside the Housing Policy Boundary, and its elevated position at the top of Pitton Hill causes concern for the potential for light pollution. It is also detrimental to the Special Landscape Area
- b. *To note the planning decisions made by Wiltshire Council since the last meeting*
 - i. 19/00884/FUL – proposed extension, roof conversion and alterations at Rock Bottom, White Hill, Pitton **Approved 20th March 2019**
 - ii. 19/01086/FUL – erection of detached garages on plots 1 & 2 on land adjacent to Dairy Cottage, Church Road, Farley **Approved 21st March 2019**
Resolved: to note
- c. *Housing Needs Survey* - the questionnaires had been received and distributed to all parish residences

42.19 To receive reports from :

- a *Council's representative to the Pitton Village Hall Management Committee* - the Clerk advised there was nothing to report, other than the next meeting would take place on Wednesday 22nd May
- b *Council's representative to the Farley Village Hall Management Committee* - Cllr Latham advised he would be requesting grant funding from the Parish Council as a contribution towards the repainting of the Village Hall. There would be a further request later in the year for a contribution towards replacement windows
- c *Chairman's Report* - Cllr Coppock advised he had nothing further to report
- d *Parish Clerk's Report* - the Clerk advised she was waiting for two further quotes for the replacement bus shelter.
- e *The Council's representative to the Southern Wiltshire Area Board* - The Clerk advised she had attended the recent meeting held in Alderbury with Cllr Lilley. There was a discussion around affordable housing, and the criteria that should be used to establish what should be built, and where, and for whom. There was also a presentation on the Highways maintenance programme for 2019/2020. The next meeting is Wednesday May 1st at Whiteparish Memorial Hall

43.19 To review ongoing matters

- a. *Actions arising from RoSPA play area inspection report* - the play area boards are broken in places. The Grounds Maintenance man will be asked if he can undertake the necessary repairs. **Action:** The Clerk
- b. Internet banking and additional signatories - the variation to the mandate has been sent to the Council's bank, and confirmation is awaited. Cllr Coppock, Cllr Latham and Cllr Lilley all agreed to be internet banking authorisers. **Action:** The Clerk
- c. Creation of new independent Parish Council website - Cllr Mirski-Fitton advised that the agendas and minutes were now displayed, and one off content - standing orders, policies, financial regulations etc plus a contact form were being added. The end of year financial information would be added in due course. It was thought that posts/blogs were a good idea, plus a calendar linked with entries.
- d. Farley BT phonebox - Cllr Mirski-Fitton advised the removal of the phone box had been delayed by BT to the end of April.

Resolved: to note these updates.

44.19 To note the dates of the next meeting

- a. The next ordinary meeting will be held on Wednesday 24th April 2019 in Pitton Village Hall at 7.30pm
- b. The Annual Meeting of the Parish Council will be held on Wednesday 29th May 2019 in Farley Village Hall

45.19 To close the meeting

The meeting ended at 9.55pm

Members of the Council considered the following matters in consideration of their duties:
Equal Opportunities (race, gender, sexual orientation, marital status and any disability),
Crime and Disorder, Health and Safety, Human Rights