

**Draft Minutes**  
of the  
**Pitton & Farley Parish Council Meeting**  
held on  
**Wednesday 28th April 2021**  
**at 7.30pm on Zoom conference platform.**

**Present:**

Cllr Debbie McIsaac (Chairman)  
Cllr Clive Gutteridge (Vice Chairman)  
Cllr Sarah Ackrill  
Cllr David Ball  
Cllr James Boswell  
Cllr Camilla Johnson-Hill  
Cllr Geoff Lowndes

**In attendance:** Nadine Fortune, Parish Clerk

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

**Public session**

Stuart Mariner presented formal appreciation and thanks to Geoff Lowndes for his many years of service to the Parish Council. Stuart mentioned how carefully Geoff examined expenditures and was never given to the fashions of the day but was able to look at questions objectively. Geoff had invariably been the voice of caution and reason and much appreciated by his Parish Council colleagues.

A short verbal report was received from Chris Sankey of the Flood Action group on which Councillors commented.

- The latest report from the Environment Agency is now expected at the end of May and is to be sent to the Clerk when ready.
- Wiltshire Council Flood Operations Group meeting on 21st April  
Mike Hewitt has resigned and there is no replacement as yet. Danny Everett remains in place.

The Group's budget has been reduced by one-third. Normally much of the budget is spent by December.

The Group was made aware of possible plans for new housing in Pitton and the added risk of flooding as a result.

Pitton will be high on the priority list if the ground water level rises significantly

- Annual and other required maintenance should be considered in late summer or early autumn i.e. July - September.
- Any communication future developments to be routed via the Clerk.
- Flood Pan needs updating, to be discussed at the September meeting.

## COUNCIL BUSINESS

**90.21 To receive apologies - None**

**91.21 To receive any Declarations of Interest and decide upon any Requests for Dispensations – None**

**92.21 To consider any urgent matters raised in the public session, and any other urgent matters or items of information from councillors (For discussions only, no decision can be taken) – None**

**93.21 Exclusion of the Press & Public. To agree to any items on the agenda that are to be dealt with following exclusion of the press & public - None**

**94.21 Minutes of the meeting of 24th March 2021**

Following discussion, it was **Resolved**. Minutes were approved excluding item 64.21 c. which was not approved.

**95.21 Planning matters**

### **Planning Applications**

a. Application Reference: PL/2021/03918

Proposal: Proposed demolition of existing garage and replace with new at Farley Farm Cottage, Church Road, Farley, SP5 1AD

**Resolved:** Support

### **Planning Decisions to be noted**

21/00046/FUL

1 yurt for educational use at School House, Farley Nursery School, Church Road, Farley SP5 1AH

**Resolved:** Approved

**96.21 Memorial Bench**

The grant application made by Mr James Mardon for £200 towards the cost of a [Battle of Britain] Memorial Bench was presented to Council and discussed. Placement of the bench is yet to be determined by the Pitton residents who had made donations.

**Resolved:** Support

**Action:** Grant of £200 approved

**97.21 Play Park**

- A poster has been displayed in a few locations in Pitton requesting ideas for the provision of equipment for children and for grownups. Useful local input has been received by the Clerk and a report is to be prepared summarising the ideas for both adults and children.
- Preliminary consideration had been given a few years ago to moving the play equipment from its existing location to the Village Hall playing field which, it was noted, is owned by a separate Charitable Trust. At that stage, it appeared that the cost of moving the equipment would be more expensive than purchasing new equipment. The various questions about what provision should be made and from which public should be discussed further.

Action: Clerk to compile report and to return the item to the agenda when sufficient ideas received and next actions can be considered

*The previous Clerk had taken on responsibility for monitoring the conditions of Risk Assessments of the Play Area.*

#### **98.21 Training**

Councillors and the Clerk should undertake WALC training. A new training schedule will be released shortly. Courses are currently remote.

Action: Clerk to circulate information on course dates, availability and cost at next meeting.

#### **99.21 Co-option**

The meeting was reminded that there is a strict co-option process for new Councillors. There is a requirement to advertise vacancies and there is a particular need for councillors from Farley Ward.

Action: Clerk to arrange advert and details of process to be circulated before the next ordinary meeting

#### **100.21 Flooding and Flood Amelioration**

This item had been discussed in the public session

#### **101.21 Traffic Calming**

There was nothing to report.

#### **102.21 Highways/Parish Steward/CATG/Footpath Issues**

- a. Wiltshire Council Highways have been contacted regarding the concrete blocks on the High Street in Pitton and letters have been posted to the residents concerned.
- b. Wiltshire Council Highways have been contacted regarding the 2 'no parking' signs on Church Street in Farley. Awaiting feedback from Wiltshire Council
- c. The Council is experiencing poor response times when liaising with Ringway. This is to be raised to the unitary councillor after the elections.

#### **103.21 Finance**

- a. To note the bank balance as at 1 April 2021 - unknown as RFO absent
- b. Payments Pending
  - Agricultural contractor - invoice outstanding.

Action: The Clerk to again chase the contractor for invoice

- Kathy Cininas (interim RFO), final invoice - The Clerk to request invoice

- c. RFO: role to be handed over to Nadine Fortune, Parish Clerk by 30 May 2021

Action: The Clerk to organise a handover with the current RFO

#### **104.21 Appointments – postponed to a future meeting in light of upcoming elections.**

#### **105.21 Clerk's Report -**

- Clerk to visit Headteacher of Pitton Primary w/c 10/05/2021 to discuss the Play Park project and how Parish Council can assist the school.
- Renewal of insurances is due in June 2021. Clerk to discuss the previous renewal process with the former Clerk.

- Clerk is awaiting a date to meet with Ged Mirski-Fitton to be given advice on G Suite and uploading of documents to the website.
- Noticeboards: It was agreed that there should be one noticeboard only in Farley outside the Nursery. To be discussed further at the next ordinary meeting.

#### **106.21 Wiltshire Council and Parish Council elections**

It was noted that the elections will take place on 6 May 2021.

#### **107.21 Matters raised in correspondence - none**

**108.21. Chairman's Report** – Cllr Mclsaac noted that the end of year report needed to be produced and to that end, asked that her Council email address remain until the transfer of documents to the Clerk. The request was approved. The Vice Chairman thanked Cllr Mclsaac for her dedication and support of the Parish Council.

#### **109.21 To note dates of the next annual and ordinary meetings**

Annual Parish (Electors) meeting: **Wednesday May 19th 2021 at 7.30pm** in Pitton Village Hall or Zoom conference platform

Annual Meeting of the Parish Council: **Wednesday May 19th 2021 at 7.45pm** in Pitton Village Hall or Zoom conference platform

Parish Council Meeting : **Wednesday 26th May 2021 at 7.30pm** in Pitton Village Hall or Zoom conference platform

**110.21. Press & Public excluded 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

#### **111.21 Close of meeting – the meeting closed at 21.20**

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.