

Minutes of the Pitton & Farley Parish Council meeting held on Wednesday 4th March 2015 at 7.30pm in Pitton Village Hall

Present

Cllr Jamie Latham (Chairman)
Cllr Tony Ashworth
Cllr Rod Coppock
Cllr Chris Hewitt
Cllr Nigel Lilley
Cllr Geoff Lowndes
Cllr Stuart Mariner
Cllr Steve Williams

In attendance: Catherine Purves, Clerk

One member of the public was present.

Lucewood Lane – representations were heard about the accident spot on Lucewood Lane, Farley, especially in cold, icy weather, when ice forms from the water run -off from the adjacent fields. The Parish Council was asked to consider pressing for the installation of a “Slippery road” warning sign, the extension of the 30mph speed limit, and any other measures that might be thought appropriate.

Footpaths – the Clerk advised that she had received a request for the possible re-opening of a path once known as Dirty Lane in Pitton to be investigated.

Churchyard maintenance – Cllr Lowndes raised the possibility that the Parish Council might be approached by the Parochial Church Council to finance the maintenance of the two village churchyards and the cemetery

AGENDA

Apologies

There were none, but Cllr Latham formally advised the Council of the resignation of Cllr Mrs Froud, due to pressure of work. He had written to accept her resignation, and to thank her for her contribution to the Council’s work.

Resolved: to note.

11.15 Minutes

Resolved: to approve and sign the minutes of the ordinary meeting of the Parish Council held on 21st January 2015 as a correct record without amendment.

12.15 Declarations of Interest

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

Resolved: to note none declared

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

Resolved: to note none received

13.15 Matters raised in public session

Lucewood Lane – this was an existing agenda item, and the matter was discussed further under 22.15a.

Reinstatement of a footpath – footpath maintenance was an existing agenda item, and it was decided to discuss this matter further under this item 22.15b

Churchyard maintenance – it was noted that in both villages, volunteers happily gave their time freely to the maintenance of the churchyards and the cemetery, and councillors were at a loss to understand why the Parochial Church Council would look for the funding for maintenance that was carried out for free.

14.15 To receive reports from

a. *Wiltshire Council representative for Winterslow, Chris Devine* – no report received.

b. *Pitton Village Hall Management Committee* – there was a complete change of officers at the recent management meeting following the AGM, with Tim Hawkes being elected to the Chairmanship, Catherine Purves being elected as Secretary, and Felicity Mansfield being elected as Treasurer. The previous incumbents of the offices had all indicated their wish not to be considered for re-election. The next meeting will take place on Wednesday 29th April.

c. *Farley Village Hall Management Committee* – Cllr Latham reported that the area Board had approved the committee's grant application for £750.00 towards new fire retardant curtains for the hall. Bookings are plentiful, and the finances remain healthy.

d. *Parish website editor* – Mr Bossom had reported there was nothing of note this month.

e. *Chairman's Report* – Cllr Latham reported on his attendance at the recent Area Board and Community Emergency Planning meetings.

f. *Parish Clerk's report* – Mrs Purves reported on her attendance at the most recent Area Board meeting in Morgans Vale with the Chairman at the end of January, Wiltshire Council's Budget consultation/presentation meeting, and the Flood Ops Group meeting in February, the next one being in April in Salisbury. She had also held a second Clerks' Collaboration meeting, and attended a Community Emergency planning meeting with the Chairman in Downton. Notices of the casual vacancy would be displayed in due course.

g. *Area Board* – Mrs Purves reported that those present at the last meeting heard presentations from the Police & Crimes Commissioner, the Local Highways officer, Youth Provision officer, the Community Opportunities Board (with mini community campuses suggested for Winterslow, Alderbury & Downton) and the Community Area manager on Dementia Friendly Villages. In the future, also included will be short presentations from one of the constituent parishes on their activities, engagement and the various groups in their parish. The next meeting is on Thursday 26th March at Whiteparish.

Resolved: to note these reports

15.15 Flooding

Cllr Mariner reported on his attendance at the recent Flood Ops group meeting. The costing of the proposed upgraded flood alleviation system was ongoing, and it was anticipated that it would be available in mid-March. However, it seemed that Wiltshire Council now think that the costs won't be prohibitive, and that it will be a question of when the works are done, not if. The next meeting is scheduled for mid- April.

The Clerk reported that during the Clerk's Collaboration meeting, it became clear that as West Dean is downstream from Pitton, it is naturally affected by flood alleviation activities in Pitton.

Resolved: to note Cllr Mariner's report, and to include a requirement that West Dean is notified of significant events during the next flood in Pitton when the Flood Plan is next reviewed. **Action:** The Clerk

16.15 Planning

a. To consider a response to planning applications received:

Resolved: to note none received.

b. To note planning decisions made by Wiltshire Council since the last meeting:

Resolved: to note none received.

c. Updates on planning matters – Cllr Lilley reported on his attendance at the recent Spatial Planning meeting, where Wiltshire Council are starting the process again to identify potential sites for development, as it has to build a further 4000 homes in addition to the original 38000 catered for in the Core Strategy to 2026. Pitton and Farley villages are not considered viable for further development, and as the Housing Policy Boundary is to be reinstated, only infill will be possible. The new Community Infrastructure Levy will be imposed from 13th May 2015. It will apply to all development – industrial, commercial and residential, even to an extension – at a rate of £85.00 per square metre. The ability to convert offices to residential use under permitted development will be abolished on the same day.

The Clerk also reported on copies of representations sent to Wiltshire Council that she had received concerning the recent application 15/00160/FUL at Hillside on The Green.

Resolved: to note.

17.15 Finance

a. Resolved: to approve for payment a schedule of accounts in the sum of £618.56

b. Resolved: to note the updated Budget monitoring form

c. Resolved: to approve the finalised quote from the preferred supplier for the new birds nest swing in the sum of £4613.30, and to apply to the Area Board. £3000 will come from R2 funding, £250 has been allocated from the Parish Councils funds, and an application will be made to the Area Board for the balance of £1363.30. **Action:** the Clerk

18.15 To amend Standing Orders to reflect the fact that meetings may now be recorded.

The Openness of Local Government Bodies Regulations 2014 amended s1 of the Public Bodies (Admission to Meetings) Act 1960 from 6th August 2014. This now allows reporting of a council or committee meeting by social media.

The proposed amendment is:

“I Filming, photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. However, a person **may not orally** report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees **but otherwise may:**

- i) Film, photograph or make an audio recording of a meeting;
- ii) Use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.
- iii) Report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting.”

Resolved: to adopt this amendment. **Action:** The Clerk

19.15 To review various policies

a. System of Internal Control – This was adopted in March 2014, and having looked at it, the Council was not aware of any changes that should be made.

b. Risk assessment - the benches, bus stop and notice boards have been included as requested at the March 2014 meeting. The only item outstanding is the implementation new inspection check sheet for the play equipment in The Close. This is in hand.

c. Effectiveness of internal audit – having looked at the document, the Council is not aware of any changes that should be made.

Resolved: to note. **Action:** The Clerk

20.15 Local Government Transparency Code

It was noted that with the abolition of the Audit Commission, and the fact that Parish Councils with turnover under £25k will no longer be subject to an external audit from April 2017, the Government is introducing a compulsory Transparency Code for these councils, to be introduced from 1st April 2015. This will be in addition to the requirement to publish various documents imposed by the Information Commissioner.

Resolved: to publish the required documentation on the parish website. **Action:** The Clerk

21.15 To consider applying for accreditation under the Local Council Award Scheme

It was noted that this scheme is an updated version of the former Quality Council scheme. There are three levels of accreditation, Foundation, Gold and Quality Gold, and it was felt that the Parish Council could certainly achieve the Foundation status very easily. However, councillors were unclear about any tangible benefits to be gained by achieving the award, and noted that the cost is £50 to register with NALC, and a further £50 for the accreditation process.

Resolved: to work towards achieving the Foundation status, but to defer applying for accreditation.

22.15 Highway/parish steward/Footpath matters

a. Black ice at Lucewood Lane – following the representations made by the member of the public, and the subsequent discussion on the matter, during which it was noted that Lucewood Lane is not on a gritting route, it was

Resolved: to raise this matter as a Community Issue with Wiltshire Council Highways, for onward referral to the Community Area Transport Group, requesting that Wiltshire Council installs a grit bin, considers extending the 30mph limit to beyond the accident black spot, and

digs ditches and a culvert under the road to take the field water run off under the road.

Action: The Clerk

b. Update on Area Board issues

3057 (Silted ditches along Pitton/Winterslow Road) – nothing further to report

3363 (Signage at Glebe Close, Pitton) – installed, and the matter is now closed.

3429 (Flooding/culvert required at Church Road in Farley) - ongoing

3541 (No through road sign needed for Farley Farm road junction) - £100.00 allocated at the CATG meeting. Awaiting installation.

3587 (Replacement of missing road name sign at Black Lane, Pitton) – installed, and the matter is now closed.

b. Footpath maintenance issues – a meeting is to be arranged with Wilts Council officers the week beginning 9th March, when the matter of the possible reinstatement of the “Dirty Lane” footpath will also be discussed.

Resolved: to note

23.15 Ongoing matters

a. Parish map lecterns and b. noticeboards – Area Board grant funding has been applied for in the sum of £1690, and this will be considered at the next Area Board meeting at the end of March.

c. Emergency Incident/Snow Plan- it was noted that the Clerk and Chairman had attended a very informative and useful meeting about emergency planning, with templates provided for communities to use and develop.

Resolved: to form a small working group be formed to take the development of a Emergency Incident plan forward, incorporating the Flood and Snow plan into it, and to liaise with Winterslow Parish Council about the possible joint use of their farmer with his tractor and snow plough.

Action: The Clerk

It was noted that Parsonage Hill in Farley and the Farley/Pitton road are now both on the secondary gritting route – which is why the grit bin has been removed from Parsonage Hill.

d. Broadband provision in the parish – It was noted that BT fibre optic cabling to the cabinets is now operational, and notices to this effect have been displayed. This will no longer be an agenda item.

24.15 Date of next meetings.

a. To note the date of the next ordinary meeting of the Parish Council

Wednesday 15th April 2015 at 7.30pm in Farley Village Hall

b. To note the date of the Annual Parish meeting

Wednesday 27th May 2015 at 7.00pm in Pitton Village Hall

c. To note the date of the Annual Meeting of the Parish Council

Wednesday 27th May 2015 at 7.15 pm in Pitton Village Hall

25.15 To close the meeting.

The meeting finished at 9.15pm

