

**Minutes of the AGM of Compton Bassett Parish Council  
Held on Thursday 14<sup>th</sup> May 2015 at 7.30pm**

**Those Present:** Cllr Szczesiak (Chair) Cllr Coward (Vice Chair) Cllr Reis, Cllr Alberry, Cllr Barnett, Cllr Waite, Cllr Jackson D Zeitzen (Clerk)

Parishioners present ; Jeremy Monk, Adrian Elmer

**1. Apologies for absence – County Cllr Crisp**

**2. Chairman's Report**

Cllr Szczesiak reported it has been a busy year for the Parish Council dealing with the Neighbourhood Plan and Hills planning application. 2 new members were co-opted to the council Cllr Alberry, and Cllr Waite who was co-opted after the sad loss of Cllr Henley. Cllr Waite is in the process of writing updated standing orders. Abbey Maddox resigned as Parish Clerk in September 2014, the post was filled by Rose Evans from September 2014 until January 2015. The post has now been taken over by Diane Zeitzen

**3. Election of Chairman**

Cllr Coward proposed Cllr Szczesiak for the post of Chair, this was seconded by Cllr Reis. All council members agreed, Cllr Szczesiak accepted and was elected.

**4. Election of Vice Chair**

Cllr Jackson proposed Cllr Coward for the post of Vice Chair, this was seconded by Cllr Waite. All Council members agreed, Cllr Coward accepted and was elected.

**The AGM was then closed by the Chair and the Parish Council meeting continued**

**1 Minutes of the Meetings** held on 5<sup>th</sup> March & 8<sup>th</sup> April 2015 were agreed & signed.

**2 Declarations of Interest** - Cllr Szczesiak asked it be noted that he is a resident of Briar Leaze with regard to all Green Square Housing Association issues.

**3 Receipt of Public Questions – None**

**4 Actions & Matters Arising**

**a. Neighbourhood Plan**

The letter approved at the last meeting had been sent to Ms Clampitt-Dix by the clerk.

**b. Broadband**

Cllr Alberry advised that NDE Technologies could potentially connect to a fibre optic cable if it were to be made available by BT close to Buttle Farm. The NDE Technologies system would cost around £1000 per year spread across the village, so 100 people x £10 would be commercially viable. However until BT had installed fibre optic cable to Buttle Farm from the A4 this was not a realistic option. At the other end of the Village, the Hilmarton cabinet has not yet been upgraded by BT. At this moment in time the only viable option that doesn't use BT cabling is using a mobile network to connect to the internet.

**c. Hills**

As agreed a letter of objection was sent by the clerk to their planning proposal

**d. Planning**

- 1) The Clerk advised that Wiltshire Council were in touch with the owners of the chalet at the Freeth – the Council have informed them they need to obtain planning permission for the chalet.
- 2) The owners of the roadside mirror opposite Woodville had been asked by the Council to remove it by 10<sup>th</sup> April
- 3) The Parish Councillors had all seen the planning application for Alterations to The Old Schoolhouse – all agreed not to object.

**5. War Memorial**

- 1) Cllr Szczesiak reported that after the Parish Council's enquiry to Wiltshire Council, the Parish Steward had put posts along the verge in front of memorial, there is one more still to be erected. J
- 2) Jeremy Monk supplied an invoice on behalf of the Friends of the War Memorial for the cost of grass dressing (£32.40) he said this would be the only expenses for the upkeep of the War Memorial in this financial year as all the work is done on a voluntary basis. Jeremy's voluntary work was commended by various members of the Parish Council and Cllr Alberry requested that a formal vote of thanks be recorded in the Minutes.

**6. Bus Shelter**

- 1) The options for the repair of the bus shelter roof were discussed. All were agreed that Cedar shingle should be used rather than metrolite tiles. The shingle tiling will be fitted by Laurie Waite and Jeremy Monk who have kindly offered to fit it free of charge. Approx £100 will be needed to replace the fascia timber. The cedar shingle will cost approx £450. All agreed to these costs.
- 2) The Bus shelter has also been painted by Jeremy Monk and Jenny Brooks, the Parish Council thanked Jeremy and Jenny for their work, noting that the Compton Bassett Project Fund gave a donation for the paint. Cllr Alberry requested that a formal vote of thanks be recorded in the Minutes.

**7. Neighbourhood Plan**

- 1) Two meetings had been held with Wiltshire Council, one attended by Cllrs Alberry & Szczesiak and the other attended by Cllrs Coward & Waite. Wiltshire Council had asked for a re-consideration of Policy 9 in the Compton Bassett Neighbourhood Plan and a more detailed justification of the "7 houses" limit for new developments in Briar Leaze. Cllr Alberry recommended that the initial words in Policy 9 could be amended to be potentially less ambiguous and that a clarification be approved to justify the limit of housing development to "up to 7 houses" based on the Wiltshire Core Strategy and relative areas available for housing development in the 6 adjoining Parishes which would have the effect of defining Compton Bassett's future housing allocation as a maximum of 7 houses in the Birar Leaze development area. Additional individual developments within Compton Bassett would be permitted on their merits, provided that they were consistent with the Compton Bassett Design Statement.

2) A letter had been received from Green Square Housing Association making a number of incorrect statements regarding the Compton Bassett Neighbourhood Plan. Cllr Alberry had produced a proposed draft letter of response to Green Square Housing Association correcting their incorrect statements. The letter of response was unanimously agreed and would be copied to Wiltshire Council.

**Action: Clerk to respond to Green Square Housing association, with copies to Wiltshire Council.**

## **8. Broadband**

Already dealt with in Matters Arising

## **9. Hills**

1) Cllr Alberry reported that Hills' have provided a second Regulation 22 response, in relation to their planning application 14/09744 for a large MRF/WTS at Lower Compton involving 116,092 HGV movements per year. Hills' response claimed that closure of the MRF/WTS/GWT facilities would result in a large increase in HGV movements (up to 102,470) from the current HGV movements of 94,106. Cllrs noted that the HGV movements relating to the new facility represented a substantial increase in HGV movements at Lower Compton which would be likely to exacerbate the air quality in the Calne Air Quality Management Area which was already well above the EU legal limits and which would be likely to cause long term chronic health problems in Calne. On this basis, it was resolved that a further letter of objection would be sent to Wiltshire Council opposing planning application 14/09744. **Action. Clerk to send letter of objection.**

2) Cllr Barnett reported that neither he nor Cllr Szczesiak had received notification of the February Liaison Committee meeting and the May Meeting has been postponed until May 27<sup>th</sup>.

3) A number of complaints had been received regarding the litter and smells from the Lower Compton tip. Cllr Alberry advised that he had circulated the Environment Agency contact details for all complaints. Cllr Reis suggested that the contact details could usefully be added to the Compton Bassett website. **Action: Cllr Alberry to contact Adrian Elmer to put details on the Compton Bassett website**

## **10. Audit**

**a.** The Clerk advised that the audit is due in to the external auditors by 1<sup>st</sup> June 2015. It was noted that IAC (who did the internal audit last year ) do not appear to be in business, so that any potential fees owing could not be paid. All agreed to appoint Anne Duffield Ex practice manager of a local GP as internal auditor. The clerk advised that everything is now up to date for the audit. She wished to thank Cllr Alberry for his help and also Sue Wright for work with HMRC.

**b.** The audit was signed off as accurate by the Chair and Responsible Finance Officer (D Zeitzen) ready to be passed over to internal auditor Anne Duffield.

## **11 Correspondence Received**

1)Cllr Szczesiak had received a complaint from Tina Ruming about the hedge at the entrance to Briarlease. Cllr Alberry said that as a Health and Safety imperative, the end of the hedge had been lightly tapered back (following an avian risk assessment to check that no birds were nesting in

the area to be trimmed. No birds' nests were affected.

2) Kemble Airfield had replied to the Clerk advising the low flying aircraft over Compton Bassett was not from Kemble. They suggested Colerne but Clerk has had problems finding contact for them

## **12 Finance**

Cllr Reis had asked at the last meeting if the Parish Council would consider making a donation towards the publication of the Villages magazine. Compton Bassett is the only parish who distributes the magazine without charge. All agreed that a donation of £200 would be made this year. **Action . Clerk to send letter & cheque to Malcom Seymour. A receipt would be required for auditing purposes**  
Cheques were raised as follows : WALC Clerks training course £54  
Adrian Elmer – Village website £130, Cllr Alberry reimburse the cost of printing further versions of the Compton Bassett Neighbourhood Plan for the additional consultation required by Wiltshire council. Sue Wright – work on ex clerks submissions to HMRC etc £35,  
Clerk £440.10p Jeremy Monk £32.40 War Memorial grass dressing

## **13 Standing Orders**

Cllr Waite & Cllr Coward have been working on these and are producing draft copies.

## **14 Councillors Observations & Items for next Meeting**

Clerks salary – there has been no increase for at least 4 years – **Action Clerk to find Salary scale and benchmark so that proposals for an increase can be considered at the next meeting**

Re Cllr Alberry – It is possible that village signs could be made available for either end of the village at a cost of around of £500 per sign. **Action Clerk to find out what permissions needed for signs at edge of village.**

Re Cllr Alberry – Risk Assessment to be updated

Re Cllr Alberry – cabinet for storage of old files to be investigated

Wheelie bin stickers – **Action – Clerk to obtain samples if possible**

Cllr Szczesiak advised the noticeboard lock has now been repaired and he has a spare key.

## **15. Date of next Meeting**

Thursday 2<sup>nd</sup> July 2015 at 7.30pm