

Minutes of the Meeting of Compton Bassett Parish Council

Held on Thursday 18th August 2016

At 7.30 pm

Those Present: Cllr Szczesiak (Chair), Cllr Coward (Vice Chair), Cllr Alberry, Cllr Reis, Cllr Barnett, Cllr Waite, County Cllr Crisp, D. Zeitzen (Clerk)

Members of the Public present: Jane and Bob Marshall, Jennie Brooks, Adrian Elmer

AGENDA

1. **Apologies for absence** – Cllr Jackson
2. **Minutes** – Minutes of the Meetings held 7th July and 21st July 2016 were approved and signed.
3. **Declaration of Interest in items on the Agenda** – Cllr Szczesiak declared an interest in items relating to plans for redevelopment of Briar Leaze by the Green Square group. Cllr Alberry also declared an interest in this as Chair of The Village Hall Committee.
4. **Receipt of Public Questions** – Jennie Brooks asked for an update on the Hills Freeth Farm application and advised the village SOS group is arranging a photo shoot with press release at Freeth Farm on Sunday 21st August. see details under agenda item 6
5. **Actions & Matters Arising**
 - a. **Planning** a) Freeth Farm proposed retention and alteration of holiday chalet refused 20/07/16
b) 50 Compton Bassett – Jane and Bob Marshall gave details of their planning application for alterations. The Parish Council had no negative comments to make on the application. Cllr Alberry commented the application should comply with the requirements of the Neighbourhood Plan, the Marshalls advised it does comply. They asked for advice on applying for a traffic mirror. Cllr Coward advised them they will have to contact Wiltshire Council regarding installing a traffic mirror.
 - b. **Speed checks and indicator** Cllr Coward reported he had only been able to get one quote of £134.73p for the installation of the SID. All agreed and approved the installation. The SID will be installed and stay in position. It will be put on the 30mph sign as you approach Compton Bassett from Hilmarton
Action: Cllr Coward will arrange the installation of the SID
Cllr Alberry confirmed the speed gun is with Lyneham PC at present.
Action: Cllr Alberry will arrange the collection of the speed gun and will contact all who are trained to use the speed gun in Compton Bassett to arrange dates and times for using in Compton Bassett.
 - c. **Standing orders review** The standing orders were approved by all with amendments. **Action:** Cllr Waite to amend and circulate the standing orders
 - d. **Parish Steward Scheme** Cllr Barnett is the nominated Compton Bassett contact for the Parish Steward Scheme. He will contact Wiltshire Council with priority requests. Residents can contact Cllr Barnett with any parish steward issues. Please note any reports for potholes and blocked gullies should be reported directly to Wiltshire Council. **Action:** Clerk to advise Wiltshire Council of name and contact number of our nominated contact (Cllr Barnett)
 - e. **Resilient Communities Fund Application** All agreed Cllr Coward will take over from Cllr Alberry (due to Cllr Alberry's present workload.) in working with the clerk to apply for the grant. **Action:** Cllr Coward and the clerk to work on the application. The clerk to put the application in by deadline of September 9th.
 - f. **Transparency fund application** The Parish Council has now received the grant from the Transparency Fund. AEMC has received the first half payment for work on the website. The clerk confirmed she has received training on uploading Parish Council items to the village website. All agreed and approved AEMC should receive the second half of payment and monthly standing order be set up to AEMC for maintaining and running the website. Cllr Szczesiak, Cllr Coward and Adrian Elmer signed both copies of the contract, one for the Parish Council and one for AEMC .The Parish Council have purchased an HP stream laptop for the clerk to use for Parish Council work. All agreed and approved that a printer/scanner compatible with this new laptop needs to be purchased.
Action: AEMC to be paid second half of payment and clerk to set up a monthly

standing order to AEMC for maintaining and running the website. Cllr Coward to purchase printer/scanner on behalf of the Parish Council

- g. Nuisance from out of control dogs** The Parish Council has been passed the name and address of the offending dog owner. **Action:** Clerk to email Sebastian Williams, dog warden at Wiltshire Council with details so he can contact the owner.
- h. War memorial** The work to repair the bench is ongoing. An invitation has been received from the war memorials trust to attend a workshop. A Elmer and Laurie Waite are hoping to attend.

6 Hills Cllr Alberry advised the appeal for the waste management site is due to start on 6th September and will run for up to 8 days. Cllr Alberry is attending as an expert witness. Cllr Szczesiak will also speak at the enquiry. Wiltshire council are not contesting the appeal.

There have been over 370 objections to the proposed application for sand and gravel extraction. All agreed and approved the sending of a copy of the Parish Council letter of objection to members of the Strategic Planning Committee about a week before the application is heard. **Action:** Cllr Alberry will supply list of members of the committee to the clerk who will send out the letters.

Broadband Cllr Alberry explained this is an ongoing issue and work in progress but BT are hoping to have superfast broadband installed for the Church end of the village by spring 2017. A solution for the other end of the village is still being worked on.

8 Green Square The Parish Council are awaiting an update on the proposed Briar Leaze development and planning application.

9 Correspondence Received – Overgrown hedges Church Corner etc letter from Charlie Oram. All agreed and approved the sending of letters to the land owners concerned. **Action:** Clerk to send letters to the land owners.
Correspondence has been received from Mr Monk and the comments noted.

10 Finance and Accounts

a. Bank statement at 29th July 16 £7988.66 Income & Expenditure balance 18th August £6,738.66 – First payment of £1250.00 paid to A Elmer but not yet cleared.
All agreed and approved the bank statement and Income and Expenditure.

b Invoices Clerks salary £176.40, Sue Wright (HMRC payroll) £5 , Hire of Benson Hall 28/1/16 – 24/3/16 £45.00, Cllr Coward PC laptop £219.94, Adrian Elmer £1,250 website (2nd payment – total £2,500)

c Audit The approved audit for 2015/16 has been returned by the auditors Grant Thornton. All agreed and approved the continuing use of the internal auditor Anne Duffield who has ample experience for the role.

11 Road safety concerns through village – Highways Authority, Village signs

Hidden road signs, crumpled pavements. Cllr Waite advised she has contacted Wiltshire Council and reported the following:

Broken pavement outside of Rosemary Cottage,

Hidden/obstructed road signs through the village – Cllr Waite advised Wiltshire Council will deal with this over the next few weeks.

Kerb in the road by White's Farm – Cllr Waite was told by Wiltshire Council that the matter is already 'in hand' and Wiltshire Council and CBPC have met and discussed. Cllr Waite to highlight to Wiltshire Council again that the kerb is a hazard and dangerous, especially to cyclists and motorbikes. Cllr Alberry explained that road safety concerns including this item have now been registered with Calne Area Transport Group (CatG) and will be on the agenda for the next meeting.

Cllr Alberry advised the Parish Council will most likely have to pay the legal fees for a traffic order to be put in place. All agreed and approved this.

A reminder to go out in the Villages for hedges to be cut back so people can walk and drive safely. **Action:** Cllr Waite to submit reminder to Villages Magazine

12 Councillors Observations and items for next meeting

13 Date of next meeting : Thursday 6th October 2016 at 7.30