

Minutes of the AGM of Compton Bassett Parish Council
Held on Thursday 11th May 2017
At 7.30 pm

Those Present: Cllr Szczesiak , Cllr Barnett, Cllr Waite, Cllr Marshall, Cllr Barlow
County Cllr Crisp, D. Zeitzen (Clerk)

Members of the Public present: None

1. **Apologies for absence** – Cllr Alberry (arrived 9pm) Cllr C Reis

2. **Chairman’s Report: Cllr Szczesiak explained that as the outgoing chair he chairs the meeting until the new chair is elected and gives a report on the activities of the Parish Council for the preceding year.**

Another busy year for the Parish Council. The Neighbourhood Plan was MADE, and is now set in planning law. Thanks to Cllr Peter Alberry.

Hills Group kept the Parish Council busy again this past year. The Waste Recycling Facility was refused planning and then went to appeal, the outcome of which will hopefully be announced next week, 18th May, Again a big thank you to Cllr Alberry for his hard work on this along with Wiltshire Waste Alliance who fought against the appeal which was held in February. A big thank you to everybody who protested at the appeal sessions and also on the day of the site visit by the inspector. And I am hopeful that the inspector will come to the right decision.

And the next fight is the Freeth Farm planning application for sand extraction, The Parish Council has lodged its objection after a village meeting in July last year where around 40 parishioners attended and now we are awaiting the outcome.

We applied for funding from the Transparency Fund to upgrade the village website so that the Parish Council business is kept in the public eye, this was successful and the website is now up and running and in my opinion is one of the best village websites around, thanks to the webmaster Adrian Elmer. The Green Square plans for Briar Leaze are still awaiting the 106 agreement to be signed but they are confident they will start building in August.

Welcome to the new councillors and well done to the re-elected councillors.

Lastly, I would like to thank John Reis and Dave Jackson who both stood down from the Parish Council. John served just over 50 years on the Parish Council and Dave for over 36 years, their local knowledge has been a great help over the years and will be missed. Lastly, commiserations to Dave Coward on losing his seat on the Parish Council.

Action: As agreed at the last meeting Clerk will write to outgoing councillors to thank them for all their hard work.

3. **Declarations of Acceptance of Office. The Parish Councillors signed their declarations of acceptance of office before the Proper Officer of the Council (Clerk)**

4. **Registration of Interests. The Clerk advised that all new parish councillors have to complete their registration of interests on Wiltshire Council’s website.**

Action ; Clerk to give details to new councillors

5. **Election of Chairman.** Pete Szczesiak had a written nomination for the role of Chair by Cllr Reis. This was seconded by Cllr Waite and unanimously agreed by all. **The Chair signed his declaration of acceptance of office before the Proper Officer of the Council (Clerk)**

6. **Election of Vice Chairman** Peter Alberry had a written nomination for the role of Vice Chair by Cllr Reis . This was seconded by Cllr Szczesiak and unanimously agreed by all.
(Peter Alberry had already confirmed in writing he was willing to stand for this role.) **The Vice Chair signed his acceptances of office before the Proper Officer of the Council (Clerk) upon arrival.**

7. **Councillors Roles and Responsibilities** The roles and responsibilities of the Parish Councillors were discussed and are as follows:

Focus on Five Meetings – Cllr Szczesiak and Cllr Waite
Hills Liaison Committee – Cllr Szczesiak and Cllr Barnett
Hills – Cllr Alberry and Cllr Barlow
Legal Duties – Cllr Szczesiak
Neighbourhood Plan – Cllr Alberry and Cllr Barlow
Calne Area Board and CatG – Cllr Alberry
Village Hall Rep – Cllr Alberry and Cllr Waite
Road Safety – Cllr Szczesiak, Cllr Alberry and Cllr Marshall
Parish Steward Link – Cllr Barnett & Cllr Marshall
Governance – Cllr Waite and Cllr Marshall

Communication, including broadband – Cllr Barlow and Cllr Waite.
Cllr Szczesiak proposed a risk assessment is carried out annually in June and this was seconded by Cllr Marshall

Action: Clerk to send update to Adrian for website

8. **Minutes** – To approve and sign the Minutes of the Meeting held 6th April 2017
The minutes were unanimously approved and signed by Cllr Szczesiak
9. **Declaration of Interest in items on the Agenda** – Cllr Szczesiak declared an interest in the Green Square planning application for Briar Leaze.
10. **Receipt of Public Questions** - None

10A **Actions & Matters Arising**

- a. Planning _ The Cart Shed application 17/02233 FUL– Freeth Farm –letter of objection sent to Wiltshire Council . The application has been approved by Wiltshire Council with conditions.
Rosemary Cottage application 17/03741/TCA fell 1 crab apple and 1 sycamore tree- no comments and Application 17/02660/TCA crown reductions approved 25.04.17
- b. SID Solar Panel – Cllr Szczesiak to contact Dave Coward for an update
- c. Verge protectors see item 13
- d. Parish Clerk Appraisal -Upon the clerk’s recommendation an appraisal was carried out for the first time and included a one to one meeting with the Chair. Cllr Waite and Cllr John Reis did not submit their appraisal forms.
- e. Oak tree commemorative plaque – awaiting reply from John Reis
- f. Overgrown hedges The clerk contacted Matt Perrott, he has a number of letters to write regarding overgrown hedges including to Mr West at Home Farm.
- g. CatG issue 4648 40mph and village nameplates - Cllr Alberry will give a full update at the Annual Parish Meeting on the 18th May. As long as there are no objections to the 40mph speed limit it should go through in 9 months.

10B Audit The internal auditor will send her report in the next couple of weeks, the Clerk has sent the Governance Statement, Accounting Statement and relevant paperwork to Grant Thornton who have acknowledged receipt, clerk has posted the relevant information on the village website.

10C Broadband The Lower Compton end of the village should be completed by the end of June, the Hilmarton end of the village is dependent on the approval of the Green Square 106 Agreement.

11 Hills As discussed in the Chairman’s report above re planning however County Cllr Crisp advised that due to the forthcoming general election on 8th June the decision over Hills Waste Facility at Lower Compton will not be announced until after the election. Cllr Barlow asked the reason for this. County Cllr Crisp said its standard practice during election periods and there is no other reason for the postponement. Cllr Barlow asked that the clerk find out more information on this.

Action; Clerk to gather more information on the postponement

Following reports of HGV s using Compton Bassett as a short cut to Hills, Cllr Barnett proposed we ask Hills to put up signage stating no access through the village for HGVs, this was seconded by Cllr Szczesiak.

Action; Clerk to contact Hills to arrange a meeting for Cllr Marshall and Cllr Szczesiak with Hills.

12 Green Square Update Cllr Szczesiak reported that the bat inspector is due to carry out a visual watch of the bats this month, decanting of residents at no 1- 6 Briar Leaze is dependent on the findings. The 106 Agreement is still awaiting Green Square legal department. Green Square are hopeful works will start in August.

13 Correspondence Received ; Jennie Brooks – verge protectors – Jennie wished to point out that she was concerned about the verge in front of the war memorial. The clerk had contacted Wiltshire Council who will no longer supply verge protectors but gave details of suppliers. Cllr Waite proposed we add to the verge protectors. Cllr Szczesiak seconded this.

Action: Cllr Waite to ask Laurie Waite how many new verge protectors are needed and to get quote.

Community First – Insurance.- Village signs and SID have been added to the insurance Which is due for renewal 1st July. Cllr Alberry proposed clerk to get quotes and renew with the company that gives the lowest quote. Seconded by Cllr Szczesiak

Action: Clerk to obtain quotes and renew insurance

Village of the Year channel 4 competition applications to be in by 14th May – Clerk passed to Adrian for inclusion on website.

Kevin Parker – verge and HGV's through village -Kevin apologised for the damage to the verge caused by parking his vehicle while attending to his livestock – he pointed out he parked on the verge for safety but has offered to re seed the verge. Cllr Szczesiak proposed we accept his kind offer and ask him to level, re instate and reseed. Cllr Barlow seconded this.

Action; Clerk to contact Kevin Parker

Kevin also contacted the Parish Council with photos of an HGV driving through Compton Bassett, the clerk contacted the police with the details but they were not keen to follow up this information.

14 Finance and Accounts

a. Bank statement, Income & Expenditure £7605.84 – all agreed and approved
£4580.00 Precept received and banked

b Invoices Clerks salary £178.40

Sue Wright (HMRC Payroll has suggested sending

an annual invoice of £60 in March in place of monthly invoices, This was proposed by Cllr Szczesiak and seconded by Cllr Alberry

Action: Clerk to advise Sue Wright

c Asset list – The current Asset List was circulated

15 Caravan at Home Farm There have been several complaints about occupancy of a caravan at Home farm, although complainants prefer to remain unidentified. The clerk contacted Wiltshire Council for advice and we have been advised to complete an Enforcement Complaint. Cllr Sczesiak and Cllr Alberry asked for it to be noted that the Parish Council has no objection to an application through proper channels.

Action: Clerk to complete Enforcement Complaint.

16 Defibrillator Cllr Szczesiak reported that Emma Noakes will disable the code on the defibrillator and get the clasp refitted, keeping it unlocked.

17 Motorbikes illegally using bridleways – The Clerk contacted the local police and Wiltshire Council following a complaint that motorbikes have been illegally using local bridleways. Police advised the difficulty is catching someone at it so positive action can be taken. Anyone witnessing this can report it immediately to Wiltshire Police but they advise that officer availability and location will impact on speed and practicality of response. Any details of offenders (including number plates should any of the bikes be road going) will allow the police to give them some retrospective words of advice.

18 Dates for parish council meetings until April 2018 – The clerk provided a list of suggested dates for meetings until April 2018. Cllr Barlow is unable to make 22nd June which was the date suggested for the next meeting and asked for the date to be changed so he can attend, it will now be 6th July. The clerk did advise that she will be on holiday from the 8th July so there will be a delay on sending out minutes etc until her return.

Action: Clerk will book the dates with the Benson Hall and when confirmed post on the website.

19 Councillors Observations Parish Council newsletter –Cllr Waite and Cllr Barlow
Signatories to be changed for the parish council cheque book
Contact Hilmarton Parish Council 50mph speed limit to Goodenoughs Corner

20 Date of next meeting Thursday 6th July 2017

**THURSDAY 18TH MAY 2017 ANNUAL PARISH MEETING 6.15PM FOR 6.30PM
BENSON HALL**