

Minutes of the Meeting of Compton Bassett Parish Council

Held on Thursday 12th January 2017

At 7.30 pm

Those Present: Cllr Szczesiak (Chair), Cllr Coward (Vice Chair), Cllr Jackson, Cllr Waite, Cllr Reis, Cllr Barnett (left 8.45pm) , Cllr Alberry (arrived 8pm) D. Zeitzen (Clerk)

Members of the Public present: None

AGENDA

1. **Apologies for absence** – County Cllr Crisp sent an apology as held up but it didn't come through on email before the meeting
2. **Minutes** – The minutes of meeting held on 1st December 2016 were approved by all 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.
4. **Receipt of Public Questions** –None
5. **Actions & Matters Arising**
 - a. **Planning- Application to fell 1 Cherry tree and 1 Laurel hedge at Compton Bassett House (no 16/11165/TCA) passed 14/12/16 no objections**
Application for agricultural storage building at Dairy House, Compton Bassett (no 16/11283/FUL) Parish Council had no comments
Appeal re retention of & alterations to The Cart Shed (holiday let) at Freeth Farm, Compton Bassett (no APP/Y3940/W/16/3161097) –Wiltshire Council will inform the Parish Council when the decision is made.
 - b. **Speeding traffic CATG 4648, traffic calming** – Cllr Coward advised the new cable has arrived for the SID, the battery charge lasts approx 4 weeks and he proposed looking into the possibility of using solar panels.
Action: Cllr Coward to look into the possibility of using solar panels to run the SID
 - c. **Parish Steward Scheme** Cllr Barnett advised the Parish Steward attended on 4th January but he hadn't received the priority list sent in by the clerk.
Clerk advised the priority list form has been amended by Wiltshire Council from January and she has contacted Matt Perrott asking for the next dates the Parish Steward is in the village. Cllr Waite proposed the monthly priority list is loaded on the village website and notice board. Cllr Waite also proposed a note to remind residents they can contact the Clerk with any requests All agreed this should be done. The Parish Steward is only able to fill a limited number of small potholes and requests for these to be filled can be made directly to Wiltshire Council using the My Wiltshire online form. Reports can be made anonymously, registration is free, once you've registered you can track the reports you've made and receive notification when the work has been completed.
Cllr Reis voiced concern over the state of the road through the village.
Cllr Alberry proposed the Parish Council should contact Wiltshire Council asking for the road to be resurfaced. All agreed on this. Cllr Alberry suggested that residents also contact Wiltshire Council individually.
Action: Clerk to contact Matt Perrott concerning the missing January priority list.
Action: Clerk to provide monthly priority list for Village website and notice board
Action: Clerk to write notice for Village website and notice board reminding residents they can contact the Clerk with village tasks for the Parish Steward.
Action: Clerk to write to Wiltshire Council asking for the road through the village to be Resurfaced.
 - d. **Overgrown hedges** – Clerk has written to Gary West for an update on overgrown hedge at Home Farm. Cllr Szczesiak proposed a reminder is put in the Villages magazine asking residents to cut back overgrown hedging from the highway. All agreed this. Cllr Coward asked that residents take note of the exclusion dates due to nesting birds. Cllr Reis suggested volunteers clear footpaths.

Action: Cllr Waite to submit reminder to Villages magazine including note on exclusion Dates.

6 Standing orders These were approved with amendments on 18th August.

Action: Cllr Waite to re circulate amended approved standing orders

7 Hills Planning appeal for recycling centre to be held on 20th February 2017. Cllr Alberry advised Hills have submitted more documentation in respect of this. The Freeth Farm planning application for sand extraction and conveyor has been postponed until 8th March 2017. Cllr Alberry advised Hills have submitted more documentation in respect of this.

Action: Clerk to submit another letter of objection regarding the Freeth Farm application next week.

8 Broadband Cllr Alberry advised work by BT on the Lower Compton end of the village is imminent.

9 GreenSquare Cllr Szczesiak advised demolition is on hold until the bats in situ have flown their nests.

10 Correspondence Received – CBPC pension -Cllr Szczesiak advised the parish council do not have to supply a pension to the clerk as her earnings with the parish council are under £10,000 p.a. The clerk doesn't wish to contribute to a pension scheme through the parish council. The staging date of the Compton Basset parish council pension scheme is 1st July 2017 and the declaration deadline is 1st December 2017. As no pension scheme will be taken up the staging date can be brought forward. The nominated contact Cllr Szczesiak will have to sign the Declaration of Compliance.

Action: Cllr Szczesiak to sign the Declaration of Compliance

Fly tipping – Wiltshire Council have advised that the land owner has said the rubble is for a base for a new barn/shed and not fly tipped waste.

Calne and Calne Without NHP Boundary – Cllr Coward advised this has already been agreed.

Parish Steward scheme updates –dealt with under 5c

Calne Heritage Week 4th – 10th September 2017 – Local parish councils have been asked to participate in this by organising events – opening historic buildings, giving talks on some aspect of local history. Cllr Szczesiak proposed this is discussed as an agenda item at the next meeting

Action: Clerk to contact the Heritage Centre to advise

War Memorial – Laurie Waite has received a quote for the work on the memorial and submitted a grant application. He is waiting for an update on the application.

11 Finance and Accounts

a. Bank statement, Income & Expenditure, Budget, Precept 2017/18

Bank Statement dated 5th Jan 2017 balance of £4,130.70

Income & Expenditure balance as at 30th Dec 2016 £4,160.70

(Standing order £30 to A.Elmer re village website paid 3rd Jan 2017)

All agreed and approved the Bank Statement and Income & Expenditure sheet.

The Clerk advised the precept request for 2017/8 has been submitted to Wiltshire Council and has been acknowledged.

Cllr Reis asked if the Parish Council would consider making an annual donation to the Villages magazine. The Parish Council made a donation of £200 in 2015. Cllr Alberry proposed making an annual donation of £200 in January every year from 2017 with an additional donation of £200 this year as no donation was made in 2016. All agreed this should be done. Cllr Reis thanked the Parish Council on behalf of the PCC.

b Invoices Clerks salary, Sue Wright (HMRC payroll),

Clerk's salary £97.02p, Sue Wright payroll £5.00, Cllr Coward – cable for SID from Radarlux £92.86, Donation to Villages magazine £400.00

All agreed and approved the cheques. Cheques signed.

12 Annual Parish Meeting – Thursday 18th May 2017 -Cllr Szczesiak asked for suggestions for the meeting. Cllr Waite proposed a talk and update on traffic calming for the village, she said most of the residents are unhappy with the speed of traffic travelling through the village. Cllr Waite also proposed a talk on the Parish Steward scheme. All agreed on this.

Cllr Coward proposed residents were asked for any suggestions they may have for the meeting. All agreed on this.

Action: Cllr Alberry will forward the details of the contact at Wiltshire Council to the clerk for a formal invitation to be sent inviting them to talk about the traffic calming.

Action: Clerk to invite the Highway engineer Matt Perrott and the Parish Steward to talk about the Parish Steward Scheme.

Action: Clerk to write notice for village website and notice board inviting suggestions from residents for the Annual Parish Meeting.

13 Record Management – requested by Cllr Waite Cllr Waite has drawn up a Record Management Policy. Cllr Szcsesiak proposed councillors and the clerk look through the Document and review it at the next meeting. All agreed this.

14 Councillors Observations and items for next meeting - None

Date of next meeting Thursday 23rd February 2017 at 7.30pm

Future Dates

Thursday 6th April 2017 Parish Council Meeting

Thursday 4th May 2017 Unitary and Parish Elections

Thursday 11th May 2017 Annual Parish Council Meeting (AGM)

Thursday 18th May 2017 Annual Parish Meeting