

# Minutes of the Meeting of Compton Bassett Parish Council

Held on Thursday 28<sup>th</sup> September 2017

At 7.30 pm

**Those Present:** Cllr Szczesiak (Chair), Cllr Waite, Cllr Reis  
Cllr Barnett, Cllr Barlow, D. Zeitzen (Clerk)

**Members of the Public-** Two

## AGENDA

1. **Apologies for absence** – County Cllr Crisp, Cllr Marshall
2. **Minutes** – The minutes of meeting held on 6<sup>th</sup> July 2017 were approved and signed.
3. **Declaration of Interest in items on the Agenda** - None
4. **Receipt of Public Questions** - None
5. **Actions & Matters Arising**

Parish Council Insurance update – Insurance providers AON are passing all their Parish council insurance over to another provider from 2018 who will contact the clerk when the insurance is due for renewal.

Cheque signatories update. Cllr Szczesiak advised another signatory is required for signing of cheques. Two signatures are required on each cheque. At present Cllr Szczesiak and Cllr Barnett are signatories. Cllr Szczesiak proposed Cllr Barlow as a signatory, Cllr Waite seconded this.

Kerb stone hazard -Wiltshire Council's work on this has now been completed.

Road safety & 40mph- This is ongoing work.

Outgoing Councillors – thanks for their valuable contributions – Cllr Szczesiak proposed the parish council buy a commemorative bench to be placed by the war memorial in recognition of retiring long service parish councillors. Cllr Barlow seconded this

War Memorial update -Work on the War memorial has been completed, work to the bench is ongoing

**Actions** Cllr Szczesiak will obtain the paperwork from Lloyds Bank for the new signatory  
Clerk to obtain quotes for a bench
6. **Parish Councillor Designated Responsibilities** – The Parish Councillors roles and responsibilities were discussed and unanimously approved :

Calne Area Parish Forum	Cllr Waite and Cllr Szczesiak
Hills Liaison	Cllr Szczesiak and Cllr Barnett
Legal Duties	Chair
CATG and Calne Area Board	Cllr Marshall and Cllr Waite
Heritage	Cllr Reis
Road Safety	Cllr Barlow and Cllr Marshall
Parish Steward Link	Cllr Barnett and Cllr Marshall
Neighbourhood and Farm Watch	Cllr Szczesiak, Cllr Waite and Cllr Reis
Statutory Governance	Clerk (RFO) and Chair
Statutory Communications	Clerk (RFO) and Chair
Communications	Cllr Barlow and Cllr Waite
Health and Well Being	Cllr Waite and Cllr Marshall
Village Hall Rep	Cllr Waite

Peter Alberry's formal resignation was accepted. This was proposed by Cllr Szczesiak and seconded by Cllr Barlow. Cllr Szczesiak proposed Peter Alberry should be thanked for all his hard work on behalf of the parish council, this was seconded by Cllr Barlow.

The Neighbourhood Plan is to be reviewed in 2018

**Actions:** Clerk to send updated list to Adrian for website and update in handbook  
Clerk to advise Village Hall Committee Cllr Waite is Parish Council Rep for the Village Hall.  
Clerk to formally accept Peter Alberry's resignation and also thank him for all his hard work on behalf of the Parish Council  
Neighbourhood Plan to be reviewed after AGM
7. **Planning:** Rosemary Cottage – applications 17/05238/FUL and 17/05087/LBC replace single storey extension with new 2 storey extension, replace existing garage with new. Approved with conditions

Hills various planning applications – Cllr Szczesiak advised Hills are shortly to submit 12 Planning applications regarding Lower Compton and Freeth Farm.  
Mike Hills has said he will put in writing that no back filling will be carried out at Freeth Farm.

**Action:** Clerk to chase for written confirmation

Cllr Reis proposed the parish council ask Jason Day for information on case studies and planning applications that have successfully used straw bale bunds on other sites.

**Action:** Clerk to contact Jason Day for information.

Cllr Szczesiak proposed using Peter Alberry's template objection letter for the Parish Council's objection to the Hills application for Freeth Farm. Cllr Barlow seconded this.

**Action:** Clerk to send objection letter to Wiltshire Council

8. **Correspondence Received** - Wilts Council- parish steward visits. The parish steward will now liaise directly with Cllr Barnett and Cllr Marshall.

Michael Ransom reported 2 more lorries to Hills for driving through Compton Bassett

**Action:** Clerk to contact Steve Burns at Hills for the report on lorries stopped at their weighbridge for driving through Compton Bassett

Denise Grech –Calne Running Club would like to organise an annual 5 mile run at Compton Bassett. Cllr Szczesiak has had meetings with Cllr Barnett and Cllr Reis over availability of parking . Cllr Szczesiak proposed Compton Bassett host the event – this would be a Sunday in May or September. Cllr Waite seconded this.

**Action:** Cllr Szczesiak to arrange meeting with Denise Grech

Kevin Parker contacted the parish council to say how professional, helpful, available and Willing to listen he had found Cllr Marshall and Cllr Barlow, he feels they have brought a New perspective to dealing with the village community and as a result brought the parish Council and village closer together.

Cllr Szczesiak received details of a club for heating oil discount

**Action:** Cllr Szczesiak to put details on notice board

North Wessex Downs sent details of a presentation they give on North Wessex Downs – AONB – of which Compton Basset is part.

Cllr Szczesiak proposed this presentation is given at the next Annual Meeting. Cllr Waite seconded this.

**Action:** Clerk to contact Rose Somerset regarding the presentation.

## 9. Finance and Accounts

A .Bank statement as at 1<sup>st</sup> Sept 2017 £6,836.86

(2 cheques raised 4<sup>th</sup> Sept £100.72 and £3.32 to L.Waite for war memorial items and stationery)

Income & Expenditure to 27<sup>th</sup> Sept 2017 balance c/f £6,732.82

Bank statement and Income & Expenditure unanimously approved.

Budget and Precept 2018/19 – the precept for 2018/19 will be looked and set at the next Parish council meeting.

External audit 2016/17 was the last one to be carried out by Grant Thornton, new Auditors will be appointed for 2017/18

B Invoices Clerks salary £338.96 , Stationery etc £81.21 , Stonemill Marketing Ltd – cleaning of war memorial £1,320.00 The invoices were unanimously approved and signed.

10. **Parish Forum Items for Discussion** – Calne Community Fair Trade Group has asked all local parish councils to become part of this and pass a resolution to use Fair Trade products. The parish councillors will look into this and discuss at the next parish council meeting. The Woodland Trust is offering to donate a tree for each loss of life in the parish in the First World War. There were 4 losses from Compton Bassett. Cllr Waite proposed CBPC should accept the offer of 4 trees, Cllr Reis seconded this. It is hoped to plant the trees by the War Memorial. Cllr Waite and Cllr Szczesiak explained there will be various events happening in the village to commemorate the end of the First World War including the lighting of a beacon, lighting up the war memorial, and the village choir singing at the church.

11. **Parish Council Survey** - 41 responses were received from the survey. Cllr Barlow proposed a regular newsletter and email should be sent out to residents. This was seconded by Cllr Waite. The first newsletter is due to be produced on 1<sup>st</sup> November. The responses and comments are being studied by councillors for further action. The Parish Council would like to thank all the residents who returned their survey forms.

- 12. Councillors Observations and items for next meeting** – Cllr Waite asked for an update on the mobile home at Home Farm. Cllr Barlow will investigate the purchase of a solar panel for the SID. Set precept for 2018/19. Set date for Annual Meeting 2018.

**Date of next meeting Thursday 2<sup>nd</sup> November 2017**