

Minutes of the Meeting of Compton Bassett Parish Council

Held on Thursday 20th September 2018

At 7 pm

Those Present: Cllr Szczesiak (PS) (Chair), Cllr Marshall (JM) (Vice Chair)
Cllr Barnett (PB), Cllr Barlow (JB), Cllr Reis (CR) D. Zeitzen (DZ) (Clerk)

AGENDA

1. **Apologies for absence** – County Cllr Crisp (CC)

PS advised Emelien Waite (EW) has resigned from the parish council.

Action: DZ to write to EW to thank her for all her work as a parish councillor

2. **Minutes** – The Minutes of the Meeting held 2nd August 2018 were unanimously approved and signed by PS

3. **Declaration of Interest in items on the Agenda** – PS GreenSquare – Briar Leaze

4. **Receipt of Public Questions** - None

5. **Actions & Matters Arising** Bench – this will be installed shortly.

Wiltshire Warm & Safe

Action: JM will publicise

Village Pond – The verge has been tidied and railings painted by the parish steward

Action: PB to thank parish steward

Non HGV Signage – this has now been installed on the A3102. The parish council are grateful to Hills Waste for paying for the signage and to Mark Stansby at Wiltshire Council for arranging the installation.

Action: DZ to write to Hills Waste, JM to write to Mark Stansby

6. **Planning-**

Hills - 16/05708/WCM Extraction and conveyor belt - ongoing

Footpath and bridleway diversion order Objection from Compton Bassett Parish Council

Response from Ali Roberts and Stephen Leonard at Wiltshire Council. - ongoing

Benson Hall, Compton Bassett 18/05534/FUL Replacement of existing concrete-asbestos panels on main roof with Kingspan panels- approved with conditions

Manor Farm 18/07303/TCA Fell 2 ash trees - approved

Inhabited container – The enforcement officer has visited the site and advised the occupant it must be vacated.

7. **Feedback from meetings** –

Policy meeting – PS, JM and DZ met to discuss draft policies for the handbook

Website meeting – PS, JM and DZ met with the website host to discuss his concerns.

GreenSquare – PS has spoken with Derek Clark, Business Development Manager who advised there will be no demolition of houses at Briar Leaze before March 2019, however enabling works are due to start before Christmas.

Village Hall Committee (VHC) Meeting – JM advised relations are much improved between GreenSquare and VHC.

Following JM's report JB asked for increased transparency going forward. JB accepted that it's not within the remit of CBPC to review the workings of the VHC or it's management as they have their own management structure run as a Charitable Trust. JB feels it's important the village know what is being done in their name by the trust. He drew attention to the neighbourhood plan, paragraph on page 26 the views of the NHP steering committee *"the concept of a community e-forum or an internet village forum would help improve social interaction and improve community cohesion. It was felt this would enable better promotion/communication of Parish Council Meetings (agenda;minutes;elections)and Benson Village Hall meetings (agenda;minutes;events)*

JB asked if the VHC could be asked to publish their minutes and agendas going forward.

This was unanimously agreed.

Action: JM to ask VHC

7A JB was unhappy a meeting had taken place he wasn't aware of. It was agreed in the interest of transparency, parish councillors should be aware of meetings being held concerning parish council business even if there is no need for them to attend.

8. **WW1 Copse** – PS explained Calne Area Parish Forum (CAPF) are investigating an offer of a site near Castlefields Park on a 100 year lease to plant 400 trees as a WW1 memorial. CAPF are looking for a commitment to the lease and annual contributions from the parish councils. After a lengthy discussion it was unanimously agreed that the parish council didn't feel they could commit to a long term agreement and the use of part of the parish council precept. It was agreed they would consider fundraising at a future event to make a donation towards the proposed scheme. PS said the 4 trees in memory of Compton Bassett WW1 fallen soldiers will be planted by the War Memorial at the Remembrance Sunday Service.
Action: DZ to write to Mark Edwards to inform him of this decision.
9. **Emergency plan** – WIP, JM will circulate to parish councillors
10. **War Memorial Garden Team Donation** Laurie Waite has requested £128 to purchase a storage shed, £200 to purchase a second hand lawn mower and £86 to purchase 2 bulk bags of shingle for the war memorial garden. The parish council appreciate all the hard work and time Laurie's team put into maintaining the garden and unanimously agreed to the request. **Action:** DZ to write to Laurie to advise him.
11. **CBPC Members' Handbook** – The Data breach Policy, Equality & Diversity Policy, Health & Safety Policy and Recruitment Policy were unanimously approved. These will be added to the handbook. It was unanimously agreed 8 copies of the handbook should be printed when the final draft is ready.
Action: DZ to add the policies to the handbook and complete the update ready for printing.
12. **Annual Parish Meeting 2019** – This will be held on Wednesday 22nd May 2019, Dr Gary Mantle of Wiltshire Wildlife Trust will give a presentation.
13. **Correspondence Received:** Congratulations on good work from member of public. Michael Kilmister Wilts Council – item 15
Diane Gooch - Calne Community Area Older Person/Carers Champion & Chair of Calne Community Area Dementia Action Alliance would like to attend a meeting to explain what they do- It was unanimously agreed to invite her to attend a meeting.
Action: DZ to send Diane Gooch an invite and dates of next meeting.
14. **Finance and Accounts**
 - a. Bank statement balance as at 3rd September 2018 £7,478.79
 - , Income & Expenditure balance as at 20th September 2018 £7,478.79 – Unanimously approved
 - b Invoices Clerks salary £270.37, one off payment re phone/broadband £120.00, Wiltshire Council 40mph signs £743.40 All approved and cheques signed
15. **Neighbourhood Plan & New National Planning Framework** – After contacting Michael Kilmister, NHP manager, Economic Development and Planning, Wiltshire Council for clarification regarding how the new National Planning Framework could affect the status of CB Neighbourhood Plan, we have been advised at this stage to review the NHP. After discussion it was unanimously agreed to contact neighbourhoodplanning.org and other sources that may be of help. **Action:** DZ to contact neighbourhoodplanning.org to see if a grant would be available to review the NHP
16. **Meetings** – JB will attend any CatG or Area Board meetings that JM is unable to attend.
17. **Christmas Lights** – The lights that JM kindly donated last year will go up again this year. It was agreed to investigate the possibility of purchasing more lights.
Action: JM to investigate
18. **Communications** Press release 40mph signs – thanks to JB for this, it had a lot of coverage and was well received. It was agreed a press release should be written for the unveiling of the bench and planting of the trees at the war memorial.
Action: JB to write press releases
19. **Councillors Observations** – Following the recent resignation of Emelien Waite, DZ to contact Wiltshire Council to advise of the parish councillor vacancies. Roles & responsibilities of parish councillors to be discussed at the next meeting.

PB would like the parish council to thank VHC for all the improvements carried out to the hall in recent years, this was unanimously agreed.

Meeting closed at 9.15pm

Date of next meeting Wednesday 24th October 2018