

**Minutes of the Meeting of Compton Bassett Parish Council
Held on Thursday 2nd July 2020
At 7pm via Zoom due to the coronavirus situation**

Those Present: Cllr Szczesiak (PS), Cllr Marshall (JM) (Vice Chair), Cllr Waite (LW), Cllr Horseman (TH), Cllr Reis (CR), Cllr Barlow (JB), County Cllr Crisp (CC), D. Zeitzen (DZ) (Clerk), Cllr Barnett (PB) (via Facetime)

No members of the public attended

AGENDA

1. **Apologies for absence** – None
2. **Minutes** – The Minutes of the Meeting held 20 May 2020, were unanimously approved, signed by PS
3. **Declaration of Interest in items on the Agenda** None
4. **Receipt of Public Questions-** None
5. **Briar Leaze development update** PS circulated an update from Peter Crouch before the meeting. All homes are due to be handed over by 17th July, GreenSquare Homes hope to be completely off site by 24th July 2020. Some of the shared ownership homes are sold but others remain on the market. No 10 + 16 are due to be sold at auction in early July and no 17 at a later date.
6. **Actions & Matters Arising :** Phonebox PB is happy for the tree above the box to be cut back, CR will organise this. PS contractors haven't got back to him about moving box. Due to hold up with disconnection of electricity supply and then lockdown the moving of the box has taken a lot longer than anticipated. JB proposed a quote should be obtained for removal of box, JM seconded this and it was unanimously agreed. LW will obtain this. **Actions: CR to arrange cutting back of tree, LW to obtain quote for moving of plinth.**
White lining by Church JM CatG suspended at present so on hold.
Village archives LW on hold at present.
Overgrown bush by bus shelter PS has cut off some of the bush. CR is happy for the bush to be lopped off. PS and JM will speak to VHC **Action: PS and JM to liaise with VHC**
Gullies, verges, JM the gully cleaner has cleaned out some of the gulleys but still some to be cleared.
Parish steward visits 1st July, 3rd Sept no visit in Aug Next visit 3rd Sept, any tasks to PB.
7. **Planning-**
Hills - 16/05708/WCM Extraction and conveyor belt and Footpath and bridleway diversion order Objection from Compton Bassett Parish Council – ongoing.
CC and the parish council wrote to Wiltshire Council asking for the hearing to be delayed until it can be held in public as holding the meeting remotely seems an undemocratic way to deal with it with the level of interest in it. Despite this it has been confirmed the meeting will be held remotely, date to be confirmed

20/00526/Ful 47A Compton Bassett Erect closeboard fence and gate along part of boundary next to highway. Parish Council comments fence to be inside of and below hedge height- ongoing Decision from Wiltshire Council deferred until next week

Dairy House, Compton Bassett 18/03001/ful Construction of loose school, all weather surface . See item 10 Correspondence regarding work being carried out following planning approval

8. **Audit 2019/20** DZ The internal audit has been completed by Anne Duffield and report submitted. DZ has completed the audit and submitted all relevant documents to PFK Littlejohn, the external auditors who have issued a notification of exempt status 2020. All relevant documents are on village website.
9. **Clerk Appraisal and salary** JM The clerk's appraisal has been carried out, JM will circulate report shortly to councillors. JM recommends a salary increase of one spinal point. This was unanimously agreed. **Action: JM to circulate report**
10. **Correspondence Received** – Various updates regarding Covid19, Complaint re Gigaclear see item 13
Dairy House, Compton Bassett 18/03001/ful Construction of loose school, all weather surface. A complaint has been received regarding the construction works, this has been discussed and a response sent.
11. **Finance and Accounts**
- a. Bank statement and Income & Expenditure as at 2nd July 2020 £13,100.11
- b. Invoices
Clerks salary £158.55,
BHIB insurance £213.90,
A Duffield Internal Audit £50
ICO standing order £35.00 to be paid 20 July 2020
All unanimously approved and cheques signed
Documents emailed to councillors before meeting
12. **On Line Banking** Progress is being made with this. DZ now has delegate access to the account so can view the account on line. PS, JM and JB to complete their applications form and submit to Lloyds. **Action: PS, JM and JB to complete application forms and submit to Lloyds**
13. **Gigaclear** A complaint has been received from a resident about Gigaclear, this has now been passed back to Gigaclear for them to deal directly with the resident. Last week Gigaclear powered the main access cabinet for the network area of Hilmarton to begin offering live services over the coming weeks and months. This service covers Compton Bassett as far as The Old Forge.
14. **Communications** JB nothing planned at present
15. **Councillors' Roles and Responsibilities** Previously circulated to councillors, up to date list to go on website.

Chair	Pete Szczesiak
Vice Chair	Jane Marshall
Calne Area Parish Forum	Pete Szczesiak, Tony Horseman
Hills Liaison Committee	Pete Szczesiak, Peter Barnett
Legal Duties	Chair
Cheque Signatories	Pete Szczesiak, Peter Barnett, Julian Barlow
On Line Banking Authority	Pete Szczesiak, Julian Barlow, Laurie Waite, Jane Marshall
CATG & Calne Area Board	Jane Marshall, Julian Barlow
Heritage	Charles Reis, Laurie Waite
Road Safety	Jane Marshall, Julian Barlow
Parish Steward Link	Peter Barnett,
Neighbourhood and Farm Watch	Pete Szczesiak, Charles Reis
Statutory Governance	Chair and Clerk (RFO)
Statutory Communications	Chair and Clerk (RFO)
Communications, including broadband	Julian Barlow, Laurie Waite
Website liaison	Laurie Waite
Village Hall Rep	Jane Marshall, Peter Barnett
Health and Well Being	Jane Marshall

Action: DZ to pass to Adrian Elmer for website

16. Traffic Calming/green lane JM Wiltshire Council have allocated funding to their first 5 projects. JM will continue to research and report back to next meeting. **Action:** JM to research for next meeting

17. NHP Review Nothing at present

18. Website regulations LW just a small amount of work to be carried out to bring in line with new website regulations. **Action:** LW to monitor

19. Councillors Observations None

Meeting closed at 7.40pm

Date of next meeting Thurs 13 August 2020 7pm, this may be held by Zoom depending on the situation with coronavirus