

**Draft Minutes of the Meeting of Compton Bassett Parish Council
Held on Thursday 18 March 2021
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 Barlow (JB), Cllr Barnett (PB), County Cllr Crisp (CC), D. Zeitzen (DZ) (Clerk),

1 member of the public attended

AGENDA

15/21 Apologies for absence Cllr Reis (CR)

16/21 Minutes – The Minutes of the Meeting 14 January 2021 were unanimously approved and signed by PS –minutes were circulated before the meeting

17/21 Declaration of Interest in items on the Agenda None

18/21 Receipt of Public Questions- Two from residents via email

1 Concern over sunlight reflecting on mirrors opposite lane to Breach House causing loss of vision to drivers from both directions. DZ has contacted Highways Enforcement numerous times over the mirrors. She has now been assured action will be taken by mid April. After discussion it was unanimously agreed that the parish council would write to the owners of Breach House to voice concerns over traffic safety **Action: DZ to write to owners of Breach House**

2 Request to see traffic consultation report and for it to be posted on the village website. It was unanimously agreed to have a link on the village website and a pdf copy sent to the resident. A statement from the parish council will accompany the report. **Action: DZ Link to report plus a statement from the parish council to be put on website and sent to resident**

19/21 Actions & Matters Arising : Phonebox – LW It will be delivered back tomorrow morning. The fittings for it are on order and will be delivered next week. LW, JB, PS and CR are working on installing the box tomorrow. A pathway will be made to the box from the bus shelter.

White lining by Church JM The estimated cost is £2,500, the parish council will have to pay 30% of the cost. It was agreed at the CatG meeting the chevrons and new signage will be fitted as soon as it can be. The white lining will be carried out when the engineers are in the area.

Water across the road JM The management team at Compton Bassett House are investigating a blocked stream. The gulleys team will try to clear the gully, they are hoping to do this when the chevrons are installed as the road will need to be closed. There is no time line for this. **Action: JM will advise the parish council when she has an update. JB will take over as CatG representative and attend the meetings**

Parish steward visits PB The steward visited the village on 3rd March, he worked on filling various potholes and pavement clearing. Drains under the pavement need jetting. Next visit 31 March no visit in May. Please contact PB with task requests for the steward.

Wheelie bin stickers These have been distributed.

Woodland Trust Trees JM Trees are only donated to areas where there is public access. Possible site behind war memorial or in a green lane where there has been ash die back. Requests for trees can be placed up until July for delivery in

November. PS asked if tree guards are supplied with trees but they are not.

Action: JB and LW to liaise with VHC over possible placement of trees behind war memorial

Tree guards for hornbeam trees at war memorial now installed.

Wildlife in village JB looking at bio diversity for the village

Light pollution JM wrote an article for the latest newsletter. GreenSquare have been very helpful and their environmental officer will be coming back to check Briar Leaze in the near future. **Action:** PS to liaise with GreenSquare

Damaged marker by war memorial DZ has spoken to Cooper & Tanner who will reimburse the parish council for the replacement marker in the spring. A new marker has been purchased and installed.

20/21 Planning-

Hills - 16/05708/WCM Extraction and conveyor belt and Footpath and bridleway diversion order Objection from Compton Bassett Parish Council – ongoing, earliest date for hearing is 12 April

20/08637/Ful Clematis Cottage, 30 Compton Bassett SN11 8RE Conversion & extension of rear workshop to provide bedroom, bathroom & living space with connection at first floor to existing house with new landing. Comments by 28 Jan 2021 ongoing

20/10569/Ful Lower End Farm Cottage, 74 Compton Bassett SN11 8SN Demolish rear conservatory and replace with 2 storey extension Comments by 18 Jan 2021 Approved

20/10649/Ful Tillies, 33 - 34, Compton Bassett, Calne, Wiltshire, SN11 8RE Demolition of existing garage and resiting new garage adjacent. Comments to be received by: 11 February 2021

After discussion it was unanimously agreed to submit a comment regarding the proposed garage window. 04.03.21 Approved with conditions

21/02328/Tca The Old Rectory Compton Bassett SN11 8RE Fell 1 Aspen (T1) Remove leaning stem from Ash (T2) Fell 1 Hawthorn (T3) Comments by 31.03.21 No comments

21/00104/ENF Whites House, Compton Bassett SN11 8RE unauthorised felling of tree in conservation area

Traffic mirrors opposite track to Breach House see 19/21 Actions and matters arising

21/21 Finance and Accounts,

Precept The precept request has been submitted to Wiltshire Council

Bank statement, Income & Expenditure as at 17.03.21 both £8,042.24

Internal Auditor 2020/21 Documents from year 2020/21 will be submitted to internal auditor in April

Invoices Clerks salary £266.16, Clerk Stationery £5.79, Start Traffic – L Waite £32.46

2020 Highway Consultants – deferred - part payment in January

All unanimously agreed.

JB to set payments up, PS to release payments

Documents item 7 emailed to councillors before meeting

22/21 Audit 2020 – 2021 Financial statements to be agreed and signed off at May meeting for submission to external auditors.

23/21 Local Elections – Parish Council elections- These take place on Thursday May 6th 2021. Due to other commitments 2 of the parish councillors will not be seeking re – election. Anyone interested in becoming a parish councillor please contact PS or DZ for more details. Applications forms available on parish council website.

24/21 Interval between parish council meetings DZ said over the last 4 months the meetings had been every 2 months. After discussion it was unanimously agreed to keep the meetings at every 6 weeks as normal. The meeting dates through til March 2022 will be discussed at the May meeting.

25/21 Correspondence

Various Covid updates Noted
WALC news & remote events Noted
Briefing Note Future Chippenham programme Public Consultation Noted
Wiltshire Local Plan & Gypsy & Travellers Plan Consultations item 30/21
Calne Our Community Matters Noted
CPRE Wiltshire & Hills best kept village competition 2021 No interest from Village to enter in previous years
Age UK Wiltshire Information & Advice Noted
Wiltshire Climate Alliance see item 31/21
Census promotional materials posted on website
Calor Rural Community Fund Noted
Prospective candidates local elections webinar Noted
Lower Compton & Sands Farm Liaison Committee Meeting 17 March PB/PS didn't attend on this occasion
NHS Wiltshire Diabetes Prevention Programme Noted

26/21 Website and emails LW has been working on an updated legal agreement with Adrian Elmer for the new parish council website. JB said the remuneration for hosting, maintaining and updating the website had not been reviewed for 6 years. After a full discussion TH proposed the remuneration is reviewed every 2 years and the standing order is increased to £40 per month from April 2021. JB seconded this and it was unanimously approved.

Action: LW to review contract with Adrian Elmer. Standing order to be increased to £40 (DZ, JB LW)

27/21 Members Handbook and Training JM has updated the handbook and policies and has put together a training plan for new parish councillors. **Action:** JM and DZ to go through handbook and policies. DZ to order new handbooks for distribution at May meeting.

28/21 Feedback from Meetings JB will take over from JM and attend CatG meetings. LW and JB will continue to work with 2020 Consultants.

29/21 Communications Newsletter recently sent out by LW & JB. JM said how well received it was.

30/21 Local Plan Consultation LW will submit comments for parish council

31/21NHP Review plus Wiltshire Climate Alliance NHP Review no updates. Wiltshire Climate Alliance – JB Compton Bassett in early stages re carbon neutral

32/21 Councillors Observations JM will continue with the Footpath Group Alliance until May.

PS has had request from parishioner asking if 'A Conservation Village' sign could be added to the village signs. This will be added to the agenda of the next meeting for discussion.

PS thanked the 2 councillors who are not standing for re-election TH for his service and input at meetings. TH thanked the councillors for making him feel so welcome on the parish council. PS thanked JM for all her hard work for the parish council.

CC is also not standing for re-election, PS thanked her for all her support over the years and wished her a happy retirement.

Meeting closed at 8.50pm

Date of next meeting: Annual Parish Council Meeting Thursday 13th May 2021 at 7pm. This will be held via Zoom

DRAFT