

SHERSTON PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF SHERSTON PARISH COUNCIL HELD ON THURSDAY 12th MAY 2016 at 7.30PM, IN SHERSTON VILLAGE HALL.

PRESENT:

Chairman	Mr J Matthews (JM)			
Vice-Chairman	Mr G Morris (GM)			
Councillors	Mr S Magee (SM)	Mr D Hibbard (HB)	Mrs C Browett (CB)	Mrs T Burgess(TB)
	Mr T Weedon (TW)	Mr T Moody (TM)	Mr J Hillier (JH)	Mrs C Jarvis (CJ)
	Mrs J Cainey (JC)	Mrs M Jolliffe (MJ)	Mr P Cutcher (PC)	
Parish Clerk	Mrs S Wood (SW)			
County Councillor	Mr J Thomson (JT)			

No members of the public were present.

Item
<p>197. Apologies for absence No apologies.</p>
<p>198. Declarations of Interest. CJ declared an interest in the Angel House, and CB declared an interest in 32 Lyndhurst, The High Street. Both items to be mentioned under planning.</p>
<p>199. Election of Chairman and Vice Chairman. TW proposed JM as Chairman and GM as Vice Chairman. PC seconded proposal and all councillors agreed.</p>
<p>200. Members of the public are invited to address the council on agenda items. No questions.</p>
<p>201. To fix the amount of the Chairman's allowance (section 15(5) of the local Government Act 1972) The chairman's allowance was agreed at the current NALC agreed rate of £75.</p>
<p>202.1. To appoint members to serve on the under mentioned committees:-</p> <ul style="list-style-type: none">• Sports field , allotments and recreation ground – TW , JM, CB, GM• Finance and General Purposes - SM, SW and JM• Planning - PC, CB, GM, MJ, JH, TB• Grove Wood and Footpaths –PC, CJ
<p>202.2 To appoint representatives on the under mentioned bodies:-</p> <ul style="list-style-type: none">• Trustees of Iddolls Trust – SM, JM Defibrillator Charity – PC, MJ and TM• Village Hall – TW• School – TB• Public Transport – CJ• Voluntary Sector – MJ• Emergency Services /Emergency Planning – JC• Utilities Liaison- JC• Snow Wardens – DH and Mr John Richards.
<p>202.3 HIGHWAYS</p> <ul style="list-style-type: none">• HGV and Speeding – GM• Parking , Signs and Lines – PC• Potholes – DH, JH• CATG - GM

SW informed the council that later in the year a separate committee for the playground will need to be formed to discuss the potential community shelter and the future of the equipment and its replacement.

203. To approve the Council's Risk Review, Asset Register, Financial Regulations and Standing Orders.

SW and SM have reviewed all of the above documents and updated versions have been compiled and sent to all Councillors. The parish council formally approved all of the new updated documents.

204. To confirm the minutes of the meeting on 20th April 2016

The Minutes were approved.

205. Planning

Schedules received and new applications. The following applications were discussed in a meeting after the main meeting - (see Appendix 2)

GM informed the group that the retrospective application for the Carpenters Arms is now online and urged all councillors to review it and send comments to him before 28th May which is the deadline for comments.

206. Update on planning issues within the parish

Kingfisher Cottage

SW has been informed that the Environment Agency (EA) is now satisfied that changes that have been made to the decking structure have removed any impact that the original design had on the watercourse. The flood risk has now been removed and it was decided by the EA that the deck itself could remain.

206.1 The Angel House - Retrospective Application

GM informed that the application has been turned down by the planning department at Wiltshire Council.

207. Neighbourhood Plan Update

The steering group met for the first time since December and on 26th May at the Annual Meeting of the Parish the group will give an outline of the draft plan and details of an opportunity that would allow for a new surgery, opportunity for expansion of the school/preschool in the future, creation of 10 elderly units and new homes. Negotiations are still ongoing between the landowners of the site in question and Wiltshire Council however the presentation to the village on 26th will explain the current state of progress. JM told the council that without the help of Mike Johnson there simply wouldn't be a draft plan and that he formally thanked Mr Johnson for all his work.

208. Correspondence

208.1 Ollie Phipps – Malmesbury Area Community Engagement Officer – Riverside Arts Engagement Plan

Following the Arts Consultation for the Riverside Centre a draft arts engagement plan for the community area has been developed which will be going to the Arts Council for funding. Wiltshire Council is asking if the parish council or any other organisation would support this art project visiting the parish. Also if there are people /groups who may wish to participate in the project.

The proposed project would be 5 clusters of 4 villages creating 1 artistic creative objective for each cluster with participation from each village as the object is passed on from village to village for their creative response/input. The end result is the completion of 5 objects which are then brought together at the Riverside Centre for an event. The parish council fully support this project and will help anyway possible. SW will pass information to Mrs Martin to ask if she knows of anyone who would be interested.

208.2 SLCC –Notice of extraordinary General Meeting

This meeting is on Friday 10th June at 1.30pm in the Stratford Upon Avon.

208.3 WC – Road Closure Notice

Gaston Lane (part) Sherston: from its junction with B4040 Church Street to its junction with Easton Square will be closed to all traffic on 19th June between 08.00 and 16.00.

208.4 WC – CIL Briefing Presentation and Q&A session.

Details have been sent regarding the CIL which has replaced the sec 106 contributions. SW asked JT about the Easton Square development CIL, JT asked if she could send on correspondence about the contribution.

208.5 Bobby Van Trust

The council have been sent an update from the Charity also asking if it would be kind enough to make a donation as in previous years. The parish council agreed to donate £50.

LATE

208.6 Sherston PCC

To celebrate the Queens 90th Birthday the Church is holding a special Evensong Service on the 12th June at 6pm, it would like to invite the parish council to come and help celebrate and raise a glass to the queen.

208.7 Wiltshire Council – Highways Newsletter

The parish council have been sent the May newsletter from WC Highways, which included news on the launch of the Parish Steward Scheme and the presentation which JM and SW saw at the recent Parish and Town Highways evening.

208.8 WC Xina Hart – Free equipment for Youth and Community Groups

Xina Hart the Malmesbury Area Community Youth Officer has informed the parish council that the council run youth club in Malmesbury is now closed and there is a list of equipment they'd like to donate to any group or organisation that could find the equipment useful. SW has sent an email to the scouts and the young craft group however if the council can think of any other group that may wish to look at the list please contact her.

209. Finance – To agree payments in accordance with the budget as listed in the financial summary. See Appendix A.

The parish council approved all payments listed in the summary. (see attached)

210. To discuss the internal audit visit and recommendations.

The internal auditor from Auditing Solutions visited SW on 27th April. The visit went well and the annual return was signed off by the auditor. Once the Auditing Solutions Report has been received SW will send to all councillors and report and any recommendations will be discussed at the next full council meeting. JM thanked SW and SM for all their work on the accounts and the audit.

211. To approve the Annual Governance Statement 2015/16.

SW circulated copies of the Annual Return and Accounts to all councillors. The parish council approved the annual governance statement 2015/16 as set out in the Annual return.

212. To approve the Accounting statements for 2015/2016 and Accounts

The parish council approved the Accounting Statements for 2015-16 as set out in the Annual Return.

213.Environment, Parish Lands and General Services Update

213.1 Sports field and Malmesbury Youth Football Club

Last month there was a request from the above club to use the Sports field, the youth team are happy to contribute towards the cost of renting the pitch. It was decided that until the Football Club and the leases are resolved and a rent is paid, it wouldn't be fair for the youth club to contribute, but the parish council appreciate the offer. SW has emailed the Tennis Club with answers to the questions about the lease; TW will get a new contact email address for the football club.

213.2 The Recreation Ground

Repairs have been made to the gate and to a bench and table. SW has contacted Sovereign to fix the pedal bench as the repair team are unable to source the parts to enable a repair.

213.3 Allotments

Currently we have one large plot soon to be divided into two; the problem is that we have no one on the waiting list. If this continues SW suggests that the plot is black bagged to stop weeds taking over.

213.4 1016/2016 Events

Plans are progressing for the Viking event on the 25th of June. Pop up 'make a Viking Costume' is on over POP weekend and commemorative coins, jigsaws and jugs have been ordered. Members of 1016 have put a lot of time, effort and money into this event. Volunteers are still needed on the day.

213.5 Parish Leases

Already discussed.

213.6 Dog Fouling

No change.

213.7 Grove Wood and Footpath Group

There was a meeting held and the group is looking into replacing some of the parish stiles with kissing gates. The Harries have kindly offered to buy one, Malmesbury Area Board will match fund this by purchasing another one and WC Rights of Way have found a third one that can be used, so there will be hopefully three new kissing gates. Paul Ormiston is looking into ways to make the information boards more robust as previously the boards keep falling off the stands.

213.8 Defibrillator

PC does regular checks on the units and asked for a volunteer to stand in for him when he is away. SM offered to check the defibrillator as a backup. JM thanked PC for his work involving the defibrillators.

214. Update on Highway Issues

214.1 Village Blitz

SW asked if the parish council would want to employ Martin Ward and Andy Walden to undertake a vegetation blitz on the village before Boules Day like last year. The council agreed, and thought mid-June would be ideal as it would be before the Viking Weekend and before Boules. SW will talk to Martin Ward.

214.2 Benches and Notice Boards

Martin Ward teak oiled the notice boards in the parish and the new circular bench, he wanted to say that the notice board attached to the old school is in a poor way and due to it being varnished in the past made teak oiling difficult. The board would need total sanding down and re oiling if it was to be improved but to the cost and the age of the board it was decided not to. The memorial plaques have now been put on the new bench.

214.3 Cliff Road

SW has been approached by a few residents frustrated at the situation in Cliff Road, due to the work being undertaken at Cooks Chapel with the reduced number of car park spaces compounding the problem. Wiltshire Council refuse put notices on cars on Silver Street and Cliff Road explaining it is increasingly difficult to gain access down the road due to parked cars on the corner of Silver Street. The recycling van has often not been able to come down the street. SW was asked if parking permits could be introduced. PC will look into organising another survey however in the meantime an article will go in the Cliffhanger asking drivers to be considerate when parking and SW will talk to the community beat officer about possibly having a word with certain households who continually park on the corners.

214.4 Streetlights

SW has reported the lights that were not working and was told they have been fixed. She will chase Highways.

215. Jobs for the Parish Team

Usual. SW will send TB list of what the parish steward will do and what they are not able to do.

216. Agenda items for next meeting and AOB for information only.

Internal Audit. TM will not be at the meeting in June.

217. Public Question Time.

None.

218. Time and Date of next meeting

The next Parish Council meeting which is the APM on the 26th May followed by the June meeting on 9th June.

The meeting finished at 9.10pm and minutes were taken by the Parish Clerk, Mrs Sarah Wood.

Sherston Parish Council

Financial Data as at 12th May 2016

£

Bank account balances at the report date:

Current Account	3,447.97
Deposit	<u>48,055.41</u>
<u>Total balances</u>	<u>51,503.38</u>

Payments for approval at this meeting:

CPC - Cliffhanger Print	756.38
Ratcliffe & Son - mower repairs	78.00
S Wood - Teak oil and brushes (boards)	13.25
Sherston Post Office -postage , books	27.05
Compass Graphics - artwork and printing	54.60
Mr Pat Cooper - village tidy	57.60
AON Insurance - 2016	<u>3,130.42</u>
<u>Total payments for approval today</u>	<u>4,117.30</u>

Funds received and allocated but not yet agreed for payment:

Remaining 'Heroes All' profits	1,334.76
SOSCIC funds	<u>24,000.00</u>
<u>Total future allocations</u>	<u>25,334.76</u>

Receipts this month in Bank

Cliffhanger Advertising	715.00
Allotment rents	60.00
Wiltshire Council - 1st half of Precept	13,258.79
<u>Total</u>	<u>14,033.79</u>

16/04121/FUL – Carpenters Arms, Sherston- comments sent to Wiltshire Council Planning Department

This property falls within the Sherston Conservation Area; right on the boundary on the east side of the Area

We note that this Retrospective Application concerns the replacement rendering/cladding of the front wall of the property. It should be noted that this building overall was in a poor state of repair, and the last works carried out were incomplete. Externally, this empty public house was not very attractive, and did nothing to enhance the visual appearance of the village.

This application raises two issues, the technical nature and properties of the cladding, and its visual impact on the Conservation Area and the village as a whole.

We have no expertise in these matters, so defer the decision here to the experts at Wiltshire Planning, and Building Control. However the proposal made by Mr C J Brant in his letter seems a sensible compromise if opinions differ.

The cladding is not the sole issue and the planning process will embrace other elements including building regulations.

As far as the visual aspects are concerned, there can be no doubt that the property now looks better, overall. The dormer windows have been completed and the whole front of the building has been brightened up. Basically we have no problems with the cladding, but have some slight reservations over the finish.

The white finish is very bright, but will dull down rapidly with our climate. The plastic gutters and downpipes are another matter. They do seem out of keeping and should be replaced by metal ones, (Modern metal extrusions, finished in black, would be fine.)

Overall, we have no major problems with the Application, and trust that they will be covered by 'conditions' in any Approval.