



[www.atworth.org](http://www.atworth.org)

# Atworth Parish Council

Minutes of a Meeting of the Parish Council held on  
Wednesday 21st December 2016 at 7pm  
in Atworth Village Hall

**Present:**

Cllrs. Effie Gale-Sides Gale-Sides (Chair), Alan Lee, Arnold Snowball, Alan Bagnell, Richard Clark, Maureen Weston, Charles Boyle, and Phil McMullen (Clerk).

**Ref. Agenda items**

133/16 **1. Welcome**

The Chairman, Effie Gale-Sides, welcomed those present to the Council Meeting.

134/16 **2. Apologies for absence**

The Clerk reported that Cllr Ros Cooper, Cllr. Terry Chivers, and Maggie Ledbury our police representative have submitted apologies.

William Bird was not present this evening.

Richard Clark had to leave the meeting early.

135/16 **3. Declarations of Interest**

Effie Gale-Sides, Arnold Snowball and Richard Clark are trustees of the Atworth Village Hall Committee. Maureen Weston represents the Parish Council on the same committee. Ros Cooper is a trustee of the Youth Club.

**4. Closure of meeting for public participation**

The meeting was closed in order that members of the public could raise issues of concern

**5. Public Participation**

There were no issues raised by members of the public present.

**6. Reconvene meeting**

The meeting was reconvened.

136/16 **7. Minutes of the previous meeting**

To approve and sign the minutes of the Parish Council meeting held on Wednesday 16<sup>th</sup> November 2016

AB proposed, seconded by RC

To approve and sign the Minutes of the Parish Council meeting held 28<sup>th</sup> November.

AB proposed, seconded by RC

137/16

## **8. Clerk's Report**

*Updates on the following actions arising from previous minutes:*

### **8.1 Clock tower area improvements**

The Clerk reported that resurfacing work and erection of the new notice board had been completed on Friday 16<sup>th</sup> December.

There had been several compliments received regarding the work.

There had been a complaint from a resident concerning damage to a patch of grass owned by him. This would be addressed under Correspondence.

### **8.2 Dropped kerbs progress**

The Clerk reported that Mark Stansby [Highways Engineer] had met with Atworth PC on 21<sup>st</sup> November and had been advised that the new dropped kerb needs to go opposite the existing dropped kerb. It is understood that the work would be undertaken by the end of January.

### **8.3 New notice board (including legs), for Parish Council items**

The Clerk reported that this action was now complete. Action on Effie to pass the keys to the Clerk.

### **8.4 Ivy on bus shelter**

The Clerk reported that the resident had written on 8<sup>th</sup> December admitting liability and promising to complete the work by the Spring of 2017.

### **8.5 Parking on the footpath**

The Clerk reported that he had highlighted the continuing problem on social media, and had arranged for a Police Traffic Officer to tour the village on Tuesday 22<sup>nd</sup> November. The problem nevertheless appears to be ongoing.

### **8.6 Village caretaker**

At the previous meeting, Charles Boyle had suggested that some of the work appeared to be items that the W.I. are given an honorarium to undertake, and that they may be interested in taking on the extra work in return for additional payment. The Clerk duly met with representatives of the W.I. and reported that they were unwilling to take on any of the additional responsibilities. They had however promised to furnish him with a short monthly report for the Parish Council in future.

Effie stated that she was of the opinion that the WI are doing very good work and should continue to be paid to clean and tidy the village, including cleaning the village street signs and brushing out the bus shelters. The white village gateway would be excluded as specialist equipment is required.

Alan Lee proposed a vote of thanks to Richard Clark and his brother for cleaning the bus shelters, in particular removing sticky tape marks. Everyone agreed it was excellent work.

An action was placed on the clerk to mention on social media that people should not be fly-posting in bus shelters or on telegraph poles.

Richard Clark had spoken to John Day regarding the caretaker position. He had confirmed he would be happy to undertake some work when he is available.

### 8.7 Hedges encroaching onto Council land

The Clerk confirmed he had sent letters to residents whose hedges were over Council land. Several had subsequently undertaken the work themselves. Richard Clark has spoken to Keith Mortimer regarding the tree cutting around the recreation ground, which is to recommence in January.

Alan Bagnall reported that the Parish Steward had been undertaking some work in Godwins Close. Charles Boyle reported that the Parish Steward had also done some work in Purlpit recently.

Parish Clerk to write to the Steward to express thanks on behalf of the village.

### 8.9 Community resilience. Details of services or resources that could be offered by villagers in case of emergency required.

The Clerk took an action to convene a sub-committee meeting after the new year to discuss this.

## 138/16 9. Planning Applications

The Clerk reported that one Planning Application had been received: **16/11282/FUL** - proposed single storey extension, fenestration alterations and landscaping of existing tennis court to lawned garden at The Loose Box, Bradford Road, Atworth SN12 8HZ

There were no comments received. The clerk was instructed to reply to WC accordingly.

## 139/16 10. Finance:

### 10.1 Approval of Payment Schedule to date and authorisation of cheques

#### Approval of Payment Schedule to date.

Payments were submitted for approval as follows:

Approvals for the meeting taking place in		December 2016		for approval at the meeting held on 21st December 2016			
Date Approved	Payee Name	DD/Chq No	Net £	VAT £	Gross £	Payment Details	Approved By
	Philip McMullen	DD	490.66	-	490.66	Salary and office allowance Oct 16	
	HMRC	DD	122.66	-	122.66	HMRC income tax for wages	
	Rialtas Business Solutions Ltd (VAT No 920 9508 27)	DD	111.00	22.20	133.20	Alpha software maintenance 1 user	
	Effie Gale-Sides	DD	11.94	-	11.94	Parliament week refund	
	Complete Construction - Ryn Luxmore (VAT number 232956594)	DD	250.00	50.00	300.00	clocktower tarmacing 25% deposit	
	Arien Designs Ltd VAT No. 158974045	DD	339.00	67.8	406.80	50% final payment for notice board	
	Complete Construction - Ryn Luxmore	DD	750.00	150.00	900.00	75% Final payment (total quoted £1,000 plus VAT, = £1200)	
	Atworth Village Hall	001006	4,000.00		4,000.00	VH grant award	

MW proposed and AL seconded that the Payment Schedule to December 2016 was a true record and that payments were made as per the schedule. This was agreed by all present. The schedule was accordingly initialled.

### 10.2 Approval to accept Budget Monitoring Statement to end of November 2016

Atworth Parish Budget Monitoring 2016/17				
November 2016	Annual Budget	Spend to date	Balance Remaining	CODE
<b>Expenditure</b>				
	£	£	£	
CLERKS GROSS SALARY	6,900	2,092	4,808	4000
OFFICE EXPENSES	690	208	482	4005
CARETAKING	750	288	462	4010
GENERAL ADMIN	1,450	214	1,236	4020
VILLAGE HALL	4,000	-	4,000	4203
VILLAGE HALL RATES	110	79	31	4200
RECREATION GROUND RATES	150	109	41	4201
WATER RATES	140	92	48	4205
INSURANCE	3,450	3,602	(152)	4030
AUDIT FEES	275	275	-	4157
PRESENTATIONS	100	42	58	4265
YOUTH CLUB RENT	30		30	4261
GRASS CUTTING	2,000	458	1,542	4215
ARMISTICE WREATH (S.137)	20	17	3	4250
PEDESTRIAN CROSSING	-		-	4316
OTHER VILLAGE AMENITIES	-	886	- 886	4320
FLOOD RELIEF	-	1,560	(1,560)	4330
NOTICE BOARDS	700	339	361	4335
VILLAGE ENHANCEMENT; GATEWAY ETC	500	-	500	4336
CLOCK TOWER SITE IMPROVEMENTS	500		500	4337
QUEENS BIRTHDAY CELEBRATION	100	98	2	4338
BOOKS OF CONDOLENCE (2)	50	50	-	4339
QUEENS LONGEST REIGN PLAQUE	1,000		1,000	4340
DROPPED KERBS	830		830	4341
WALC	360	415	(55)	4050
SLCC	-	48	(48)	4052
VAT Balance		400	(400)	515
			-	
<b>Total Expenditure</b>	<b>24,105</b>	<b>11,272</b>	<b>12,833</b>	
<b>Income</b>				
	£	£	£	
PRECEPT	24,020	24,020	-	1176
WILTSHIRE COUNTY GRANT	85	85	-	1177
Grants		33	- 33	1050
Interest		5	(5)	1190
Car parking and gates		322	(322)	1000
<b>Total Income</b>	<b>24,105</b>	<b>24,465</b>	<b>- 360</b>	
<b>Net Expenditure</b>	<b>-</b>	<b>(13,193)</b>	<b>13,193</b>	
<b>Balance Brought Forward</b>	<b>16,992</b>			
<b>Current Balance (Cashbook)</b>	<b>30,185</b>			
<b>-Current Balance (Bank)</b>	<b>30,335</b>			
=Unpresented cheques	150	(NB Grant Thornton)		
<b>Ring Fenced Funds</b>				
Defibrillator	554			
Pedestrian crossing	3,000			
Clock Tower	520			
Funeral Bier	50			
Flood Relief	520			
Notice Boards	500			
	5,144			

CB proposed, MW seconded and all were content that it represented a true record.

## 140/16 11. Reports

### 11.1 Police Report

PC Maggie Ledbury provided a report as follows.

#### SECTOR SERIES and EXCEPTIONS

There are no crime exceptions in the rural area for the past two months. (Crime Exceptions are where the volume of crime exceeds the levels we would expect over a specified period. This is based on evaluation of data, over like to like periods historically).

This area is not suffering from any crime series and there are no current area priorities.

## 141/16 12. Agenda items

### 12.1 MetroCounts

Metro counts had been in place for one week at the Bear Garage. Alan Lee informed that he had received a report giving the results of this. It confirmed that the village is still eligible for Speedwatch. It did not show the fastest speeds recorded at this location.

*"Sunday, 05 February 2017*

*Traffic Speed Survey Result Bath Road, Atworth (30mph Speed Limit)*

*- Near Bear Garage*

*The Results of the survey for the area of Bath Road are provided below.*

*The survey was carried out between 01/12/2016 and 12/12/2016. A total of 52,494 vehicles were checked. The 85<sup>th</sup> percentile was 38.0mph (the 85<sup>th</sup> percentile is the speed at which 85% of the traffic is travelling at or below). The average speed was 31.6mph.*

*As with every other department, we have to target our limited resources to where they will be most effective and as such I would remind you that unless there are exceptional circumstances we will not accept another count request for this location or close surrounding area for another 12 months.*

*Community Speed Watch does not operate in any speed limit above 40mph.*

*In a 30mph speed limit the following criteria will be applied;*

*30 to 35mph 85th percentile = No Further Action (NFA)*

*35.1 to 42 mph 85th percentile = eligible for Community Speed Watch*

*Over 42 mph 85th percentile = Subject to Police enforcement"*

Two locations for the Speed Indicating Devices have been identified, one at either end of the village.

### 12.2 Gateway to Recreation Ground.

The Chairman has been assured that the work would be undertaken during the Christmas holiday.

### 12.3 To consider an application for the provision of allotments

The Clerk reported that there had been a request for allotments from a resident.

It was agreed that the only land the Parish Council owns is unsuitable, e.g. the recreation ground which is managed by a charitable trust, plus a small area by the Clock Tower. The Clerk was tasked with informing the resident of this.

### 12.4 Precept

Effie distributed a draft document for discussion. This included noticeboard renewals and repairs, bench provision and maintenance, community resilience, and an increase in the grant given to the Village Hall.

Alan Lee noted that there was a requirement for SID Deployment, which would require an additional £400 in the Precept.

Alan Lee asked whether the Council had to pay for an election, and whether we needed to set aside any funds.

PMN: Effie confirmed that there would be no charge for the coming APC election. At any other time, should there be an election, such as to replace a councillor on resignation, the cost would be about £2,600. This amount is covered by our reserves.

Charles Boyle queried the village hall allowance going up by £2,000. Effie replied that the kitchen was due to be refurbished and Trustees may be able to get match funding for the £6,000 quoted.

Regarding clock tower improvements, Arnold Snowball requested illumination of the Clock Tower. Charles Boyle suggested completion for 11<sup>th</sup> November 2018 to mark the end of the First World War. An extra £1,000 would be required.

There should also be a figure quoted in the Precept for the purchase of bollards.

It was agreed that the aim would be for an upper limit of a 15% increase.

Effie will send around an amended precept calculation. This will be finalised and agreed at the January meeting.

142/16 **13. Correspondence**

There had been a complaint from a resident concerning alleged damage to a patch of grass owned by him during works undertaken at the clock tower.

The meeting agreed that the Clerk should write to the resident seeking his permission in writing to access the land in order for remedial action to be undertaken on the grass verge.

143/16 **14. Any Other Business**

There was no AOB submitted on this occasion.

144/16 **15. Date of Next Meeting**

Monday 9<sup>th</sup> January 2016 (venue TBC)

Meeting closed at 21:15

Signed.....

Date .....