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## Atworth Parish Council

Minutes of a Meeting of the Parish Council held on  
Monday 15th February 2017 at 7pm  
in the Parish Church Hall

### Present:

Cllrs. Effie Gale-Sides (Chairman), Alan Lee, Richard Clark, Maureen Weston, Alan Bagnell, William Bird, Arnold Snowball, Ros Cooper, Charles Boyle and Philip McMullen (Clerk).

### Ref. Agenda items

#### 157/16 1. Welcome

The Chairman welcomed everyone present to the Council Meeting.

#### 158/16 2. Apologies for absence

The Clerk reported that Maggie Ledbury our police representative had submitted apologies.

#### 159/16 3. Declarations of Interest

Effie Gale-Sides and Richard Clark are trustees of the Atworth Village Hall Committee. Maureen Weston represents the Parish Council on the same committee.

#### 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 being no members of the public present, there were no issues raised on this occasion.

#### 6. Reconvene meeting

The meeting was reconvened.

#### 160/16 7. Minutes of the previous meeting

To approve and sign the minutes of the Parish Council meeting held on Monday 9<sup>th</sup> January 2017

RC proposed, seconded by AB and all were in favour that these were a true record of the meeting.

#### 161/16 8. Clerk's Report

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

## **8.1 Clock Tower area improvements**

It was agreed at the previous meeting that the Clerk is to respond on behalf of the Parish Council regarding the complaint regarding alleged damage to the grass verge, and furthermore write to Highways pointing out that the verge in question is private property.

Since the meeting, Wiltshire Council Highways Dept. had issued a notice to contractors instructing them not to cut the verge; permission had been granted to erect signage; and on January 15<sup>th</sup> the Chairman of the Council had personally removed the gravel and ensured that the grassed area was made good. If deemed necessary and appropriate, some fresh seed would be planted in March as soon as the weather warms up.

A vote was taken regarding whether we should erect a sign saying e.g. “keep off the verge – private land”, so long as the cost was affordable. A majority of the Council were in favour, so it was resolved that the Clerk should investigate purchase costs.

CB confirmed that the curved wall around the newly tarmacked area belonged to the Parish Council (the wall nearest the chapel belongs to the chapel).

It was noted that the new noticeboard seems to mist up; Clerk to investigate.

## **8.2 Dropped kerbs**

The Clerk reported that this work had been completed and that a letter of thanks had already been received from a resident of the village.

## **8.3 Village caretaking**

Much of the ivy on the bus shelter has been removed, although there is still some on the right hand side. A visual inspection of the roof was needed, as it's asbestos, so the caretaker was to be asked to make this check and report back.

AB reported that drains are blocked by leaves on Bradford Road. There had been flooding issues again there. A call had been raised with Wessex Water however which had dealt quickly with the issue.

The sweeper often can't get through the Bradford Road because of cars parked along there.

A reminder was given for work for the Parish steward. The area near Lenton farm and also gullies in Bradford Road had been listed.

## **8.4 Upgraded Flood Lighting at Zebra Crossing, Atworth**

The white floodlights have now been installed. The Chairman reported that she was pleased with the conclusion of this scheme, and that that the best possible outcome has been achieved for the village.

## **8.5 Community Resilience**

The Chairman stated that we need to arrange a meeting to establish a way forward for the ACRE store (the Atworth Community Resilience Equipment store). It was resolved to hold a committee meeting on the 2<sup>nd</sup> March at 13:00 in the White Hart.

## 8.6 Grass cutting

At the November meeting, separating out the village grass cutting from the recreation field grass cutting was discussed. The viability of this to be investigated in due course.

The Clerk reported that he had held an informal meeting with the contractor, AW Services, who had agreed to notify the Clerk by text message each day he planned to undertake work in Atworth and each task that had been completed. AW Services had subsequently provided a bill for work completed during April to November 2016. This would be scrutinised and a meeting held with EGS, RC, Clerk and AW Services to assess work done. Payment to be made this financial year.

## 162/16 9. Planning Applications

The Clerk reported that two planning applications had been received in the past month.

Application reference 16/12391/FUL relates to the insertion of 2 Velux roof-lights into South roof-slope at The Stables, Coronation Road, Atworth SN12 8HU

After due consideration by Councillors, there were no comments recorded regarding that application.

Application reference 16/12420/FUL relates to a single storey utility extension at 51 Mount Pleasant, Atworth SN12 8HQ

After due consideration by Councillors, there were no comments recorded regarding that application.

## 163/16 10. Finance:

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

Payments were submitted for approval as follows:

Approvals for the meeting taking place in		February 2017					
Date Approved	Payee Name	DD/Chq No	Net £	VAT £	Gross £	Payment Details	Approved By
	Philip McMullen	DD	295.06	-	295.06	Salary and office allowance Jan 17	
	HMRC	DD	73.76	-	73.76	HMRC income tax for wages	
	John E. Day	DD	14.00	-	14.00	Xmas lights in clock tower work	
	Melksham Town Council	001008	100.00		100.00	Deployment of SID	
	Effie Gale-Sides	DD	20.83	4.16	24.99	Amazon toner cartridge refund	
	Neston Park Estate "1983 Childrens Settlement"	001009	25.00	-	25.00	Land rent 6/2/17 to 5/2/18	

MW proposed and AS seconded that the Payment Schedule to February 2017 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 January 2017

Atworth Parish Budget Monitoring 2016/17			
January 2017	Annual Budget	Spend to date	Balance Remaining
<b>Expenditure</b>			
	£	£	£
CLERKS GROSS SALARY	6,900	2,974	3,926
OFFICE EXPENSES	690	296	394
CARETAKING	750	635	115
GENERAL ADMIN	1,450	357	1,093
VILLAGE HALL	4,000	4,000	-
VILLAGE HALL RATES	110	99	11
RECREATION GROUND RATES	150	137	13
WATER RATES	140	119	21
INSURANCE	3,450	3,602	(152)
AUDIT FEES	275	275	-
PRESENTATIONS	100	42	58
YOUTH CLUB RENT	30		30
GRASS CUTTING	2,000	458	1,542
ARMISTICE WREATH (S.137)	20	17	3
PEDESTRIAN CROSSING	-		-
OTHER VILLAGE AMENITIES	-	886	886
FLOOD RELIEF	-	1,560	(1,560)
NOTICE BOARDS	700	678	22
VILLAGE ENHANCEMENT: GATEWAY ETC	500	-	500
CLOCK TOWER SITE IMPROVEMENTS	500	1,000	-
QUEENS BIRTHDAY CELEBRATION	100	98	2
BOOKS OF CONDOLENCE (2)	50	50	-
QUEENS LONGEST REIGN PLAQUE	1,000		1,000
DROPPED KERBS	830		830
WALC	360	415	(55)
SLCC	-	48	(48)
VAT Balance		694	(694)
			-
<b>Total Expenditure</b>	<b>24,105</b>	<b>18,440</b>	<b>5,665</b>
<b>Income</b>			
	£	£	£
PRECEPT	24,020	24,020	-
WILTSHIRE COUNTY GRANT	85	85	-
Grants		33	33
Interest		5	(5)
Car parking and gates		322	(322)
			-
<b>Total Income</b>	<b>24,105</b>	<b>24,465</b>	<b>- 360</b>
<b>Net Expenditure</b>	<b>-</b>	<b>(6,025)</b>	<b>6,025</b>
<b>Balance Brought Forward</b>	<b>16,992</b>		
<b>Current Balance (Cashbook)</b>	<b>23,017</b>		
<b>Current Balance (Deposit A/c)</b>	<b>4,564</b>		
<b>-Current Balance (Bank)</b>	<b>18,604</b>		
=Unpresented cheques	151	(NB Grant Thornton)	
<b>Ring Fenced Funds</b>			
Defibrillator	554		
Pedestrian crossing	3,000		
Clock Tower	520		
Funeral Bjer	50		
Flood Relief	520		
Notice Boards	500		
	<b>5,144</b>		

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

## 164/16 11. Reports

### 11.1 Police Report

PC Maggie Ledbury provided a report as follows.

#### Local Crimes

This report covers the incidents reported from the 6/01/2017 and 31/01/2017 inclusive.

7/01/2017 An uninsured and untaxed vehicle was seized in the Great Chalfield area.

Two individuals have been reported for the offence.

23/01/2017 16:42 MOUNT PLEASANT, ATWORTH, MELKSHAM, United Kingdom. While the RP's vehicle was parked in the street unattended outside the RP's home, Unknown suspect(s) have used an unknown sharp implement & scratched/cut through all layers of paint on the RP vehicle. The RP's bonnet & Driver's side wing & doors bodywork & paint have been damaged. The damage caused will require specialist repairs to make good the damage caused.

165/16 **11.2 CATG report**

AL noted that the bill was £2469.29 for the Zig Zags and Halo lighting which was £530.71 less than anticipated.

AL stated that the Dropped Kerbs had been completed within estimate (bill not yet received). The relocation of the school warning sign had now been dropped from the CATG agenda. The detail of the metro count data has still yet to be received.

Freight management: there are a number of these schemes through the county, which deter heavy goods from using certain routes, and each area board is asked to submit two. Last year Purlpit was included on the list of four potential locations, and is now placed second.

166/16 **11.3 Area Board**

The Chairman reported back on the Our Community Matters event. It was interesting that it had been identified that there was a need for business units in the Melksham area.

She also reported back on the recent Area Board which had been held at the new Oakfield stadium. The Village Hall had been granted £1500.

167/16 **11.4 Atworth Youth Club.**

Ros Cooper reported that the youth leader has left; Andy Fenton is being employed as a stand-in. A new committee of volunteer parents is taking over in the near future which is a positive step forward.

**12. Agenda items**

169/16 **12.1 Poor House Cottages signpost repair.**

The Clerk reported that Bradford-on-Avon "Walkers are Welcome" walking group had offered to repair the post. All labour / services / equipment could be provided by BoA WAW group. The material cost would depend on how much of the post would have to be replaced but a preliminary estimate would probably be in the region of £140 to £200 for the wood (assuming oak) and paint.

The Chairman had obtained a further quote from Ringway. They had quoted £793 in total. She was therefore happy to suggest that the offer from BoA WaW was accepted. CB formally proposed, AB seconded and all were content for the work to go ahead.

170/16 **12.2 Speed Indicating Device (SID) report.**

There had been reported inaccuracies of the SID readings. AL stated that the lamp post the SID was supposed to go on was obscured by flags. These had since been removed. However because the SID was erected on an alternative post, it was showing the wrong speed readings. Nevertheless, AL expressed the opinion that although the sign had not been working as it should have been, it was still useful in slowing traffic.

The SID is due to go into the eastern end of the village in around a month's time.

171/16 **12.3 Gateway to Recreation Ground.**

WB stated that one post is now up; work is ongoing to complete this project.

172/16 12.4 Churchfields The Village School Travel Plan

The Chairman has corresponded with the Head Teacher and has a copy of the School Travel Plan, which was circulated to councillors. The Parish Council supported the travel plan.

173/16 12.5 Poppy wreaths

At the previous meeting, AL had observed that the Clock Tower's wreaths tend to get blown around and queried whether hooks and wires could be erected to secure them.

The Chairman stated that she had undertaken a survey of donors which had concluded that the wreaths should be removed by the first Sunday in December, effectively a month after they were erected. A notice to the effect would need to be shown on the Parish Council notice board.

In terms of fixings, an external non-invasive, non-ferrous support was preferred. Empty hooks were frowned on. A wooden frame could be erected and put into the ACRE Store.

The Chairman proposed that the Clerk investigate what neighbouring parishes do and whether a suitable design for a frame was available.

174/16 12.6 Affordable housing

CB asked at the previous meeting that the Council revisit the subject of affordable housing for the village. A Wiltshire Council housing needs survey study had been undertaken in 2014 but nothing had come of it. CB stated that this is something that the new, incoming council might like to consider.

175/16 12.7 Illumination of the Clock Tower

The Chairman stated that Wiltshire Council Highways had said that the idea wasn't out of the question, but that specific proposals should be submitted. CB suggested that it should go live on November 11<sup>th</sup> 2018.

176/16 12.8 Flower tubs

The Chairman stated that there was an intention to place tubs around the village. She had yet to find any that look suitably rural however. Councillors to look out for suitable ones. The Clerk suggested that cow troughs would be in keeping.

177/16 12.9 Suggested public information regarding precept

It was decided that the Clerk should reply to comments as they arise rather than publish a statement ahead of the increase.

178/16 12.10 Annual Assembly.

An opening speaker would be desirable; this may be on the Campus, health, or police matters.

There was agreement that three longstanding organisers from the Youth Club be considered for village awards this year.

The school is unable to send a representative as the meeting is during the school holiday. CB offered to ask one of the church governors to attend.

179/16 13. **Correspondence**

There had been correspondence concerning the unsuitable notice board at Purlpit; the writer was happy to see this will be replaced.

180/16 **14. Any Other Business**

The Chairman stated that the light bulb needed replacing in the clock tower. Clerk to contact John Day to arrange. Both bulbs would be replaced at the same time. There is a ladder in the bier shed; William Bird also has a suitable ladder.

The Chairman stated that hedge cutting along the entrance to the Recreation Ground is going to happen in the next fortnight. An action was placed on the Clerk to write and update residents.

A resident of Bradford Road had mentioned to AB that s/he would like a parking permit scheme. The Parish Council are not able to undertake such schemes along the public highway; this is a Wiltshire Council responsibility.

WB noted that the clock no longer seems to be working. Richard agreed, it had been looked at and reset, but had stopped again. The clock is overdue for a service. Clerk to arrange for an horologist to service.

Parking on yellow lines is still an ongoing issue throughout the village. Clerk to see what can be done.

MW announced that she would be moving to Highworth near Swindon later this year. This was noted with considerable regret by everyone present, and the Council's best wishes were conveyed.

Bollards are still needed in the village. Specific proposals would have to be submitted.

There have been reports of loose dogs running around near the Bradford Road junction. Clerk to inform the PCSO of this. The Clerk informed the meeting that any sightings of loose or stray dogs should be reported to Wiltshire Council on 0300 456 0107.

181/16 **15. Date of Next Meeting**

Wednesday 15<sup>th</sup> March 2017 in the Parish Church Hall.

Meeting closed at 21:15

Signed.....

Date .....