



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

www.atworth.org

Present:

Cllrs. Effie Gale-Sides (Chairman), Alan Lee (AL), Richard Clark (RC), Maureen Weston (MW), Alan Bagnell (AB), Ros Cooper (RoC), William Bird (WB), Arnold Snowball (AS), Charles Boyle (CB) and Phil McMullen (Clerk).
Plus two members of the public

Ref. Agenda items

169/16 **1. Welcome**

The Chairman welcomed those present to the Council Meeting

170/16 **2. Apologies for absence**

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

171/16 **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.

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

Two members of the public were present who said they wished to address the issue of the hedge overhanging the western entrance to the Recreation Ground, between Hayes Close and Chapel Rise.

The last contact they received was a letter at the end of February, and had been informed that the work would be undertaken before March. The Chairman explained that unfortunately this hadn't taken place as the Contractor became ill and subsequently his father had passed away.

The members of the public present wished to know why the Council felt it was necessary to cut the hedge. The Chairman explained that it was to bring it into line with the rest of the Recreation Ground and to establish the boundary. The Council intends to complete the work because the hedge is now growing four feet across Parish Council property.

The Chairman reiterated that the Council will be undertaking the work in September. The branches will be removed.

6. Reconvene meeting

The meeting was reconvened.

172/16 **7. Minutes of the previous meeting**

To approve and sign the minutes of the Parish Council meeting held on Wednesday 15th February 2017

CB referenced the subject of affordable housing. Following the previous meeting, an email had been sent around by the Clerk regarding the Wiltshire Housing Strategy, which had a closing date of the end of April, and CB suggested we might ask for an extension to the closing date to enable new Councillors to comment on it. This was agreed to. Parish clerk to request an extension.

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

173/16 **8. Clerk's Report**

Updates on the following actions arising from previous minutes:

8.1 Emergency Planning

An emergency planning sub-committee meeting held 02 March 2017 at the White Hart, Atworth which established four actions:

1. Establish list of what goes in the ACRE store
2. Questionnaire, to include a note relating to confidentiality.
3. The Draft Plan to include a list of vulnerable residents kept in confidence by the Clerk.
4. The new Council (May 2017) to continue with the scheme

It was resolved that all Councillors will be flood wardens and will be the first stage of the community resilience scheme.

8.2 Hedge cutting

The subject of the overgrowing hedge overhanging the western entrance to the Recreation Ground, between Hayes Close and Chapel Rise, was discussed.

It was stated that the current Council has been engaged with this particular issue since 2015, and this was concluded. It was the opinion that the Council is acting both within its rights and entirely consistently. It's the householder's responsibility to keep the hedge within their boundary. It's the responsibility of the Council to maintain the land in its care.

The existing contract would be confirmed in writing restating that the hedge be cut in September 2017. CB proposed, MW seconded the resolution that the Clerk would raise a contract to this effect. This was agreed.

8.3 Grass cutting

The Clerk reported that AW Services had informed him that grass cutting is due to commence next Tuesday (21st March).

8.4 Poor House Cottages signpost repair

The Clerk reported that he had been informed that the plan was to carry out a detailed inspection and measure up of the road sign beginning of April. One thing they have to decide is whether to install a totally new sign or keep the existing base (which seems to be in good condition) and splice in a new upright with new fingers. They can then order materials and start dis-assembling the existing sign. They plan to use the existing letters for the new sign.

8.5 Poppy wreaths

There is a requirement to establish a way of securing the wreaths in place in November.

8.6 Clock tower clock repairs

Two fluorescent tubes and starters at the clock tower have been replaced (for future reference the tubes are T8 30Watt 3ft and the starters are 155 500 fluorescent).

RC reported that servicing the clock would be £180. The cost of recalibrating the clocks in order to synchronise the two faces are £400 per side, or both sides for £600.

RC will provide the Clerk with contact details in order to obtain a written quotation. The Council authorised a sum not exceeding £850 to be spent on the project. Work to commence as soon as possible. WB proposed and AL seconded. Resolved.

8.7 Verge sign

The Clerk reported that a quote had been requested for a weatherproof 8"x6" sign that reads "PRIVATE VERGE - Keep off the grass". The estimate is £9.79 for the sign.

CB proposed AL seconded. Resolved.

8.8 Gateway to Recreation Ground

The Chairman reported that this task was now complete, and thanked William Bird for an excellent job. The Council is very grateful and are most satisfied with the outcome. It was agreed that he could install a sign saying who had gifted the gate.

8.9 Bus shelter roof

The Clerk reported that he had been informed by the contractor:

"I've checked the bus shelter:

- No ivy
- Not asbestos
- The Roof is weak corrugated bitumen – small holes and sagging
- It's safe enough, unlikely to blow off but small leaks"

It was resolved to ask the next Council whether they would like to either replace the roof or repair the holes.

162/16 **9. Planning Applications**

The Clerk reported that no new planning applications had been received in the past month.

163/16 **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 March 2017

Date Approved	Payee Name	DD/Chq No	Net £	VAT £	Gross £	Payment Details	Approved By
	Philip McMullen	DD	324.89	-	324.89	Salary and office allowance Feb 17	
	HMRC	DD	81.22	-	81.22	HMRC income tax for wages	
	AW Services	001010	1,206.16	-	1,206.16	Grass cutting services	
	Wiltshire Council	001011	3,136.29	-	3,136.29	CATG contribution	
	John E. Day	DD	42.38	-	42.38	Clock tower lights and bus shelter	

AS proposed and AL seconded that the Payment Schedule to March 17 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 March 2017

Atworth Parish Budget Monitoring 2016/17
March 2017

	Annual Budget	Spend to date	Balance Remaining
Expenditure	£	£	£
CLERKS GROSS SALARY	6,900	3,309	3,591
OFFICE EXPENSES	690	330	360
CARETAKING	750	649	101
GENERAL ADMIN	1,450	378	1,072
VILLAGE HALL	4,000	4,000	-
VILLAGE HALL RATES	110	99	11
RECREATION GROUND RATES	150	137	13
WATER RATES	140	132	8
INSURANCE	3,450	3,602	(152)
AUDIT FEES	275	275	-
PRESENTATIONS	100	42	58
YOUTH CLUB RENT	30	25	5
GRASS CUTTING	2,000	458	1,542
ARMISTICE WREATH (S.137)	20	17	3
PEDESTRIAN CROSSING	-	-	-
OTHER VILLAGE AMENITIES	-	986	- 986
FLOOD RELIEF	-	1,560	(1,560)
NOTICE BOARDS	700	678	22
VILLAGE ENHANCEMENT; GATEWAY ETC	500	-	500
CLOCK TOWER SITE IMPROVEMENTS	500	1,000	- 500
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	-	698	(698)
	-	-	-
Total Expenditure	24,105	18,986	5,119
Income			
	£	£	£
PRECEPT	24,020	24,020	-
WILTSHIRE COUNTY GRANT	85	85	-
Grants	-	33	- 33
Interest	-	5	(5)
Car parking and gates	-	322	(322)
Total Income	24,105	24,465	- 360
Net Expenditure	-	(5,479)	5,479
Balance Brought Forward	16,992		
Current Balance (Cashbook)	22,471		
Current Balance (Deposit A/c)	4,564		
-Current Balance (Bank)	18,183		
=Unpresented cheques	276		(NB Grant Thornton + YC rent)
Ring Fenced Funds			
Defibrillator	554		

Pedestrian crossing	3,000
Clock Tower	520
Funeral Bier	50
Flood Relief	520
Notice Boards	500
	5,144

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

11.1 Police Report

PC Maggie Ledbury provided a report as follows.

Local Crimes

Reported Crimes for February 2017

“There have been two reported incidents of fly tipping in the Great Chalfield area both of which are being investigated by the Wiltshire Council Enforcement Officer.

I would like to pass on a warning once again reference telephone scams. The latest one to do the rounds is a company that says they can stop your nuisance calls and this can be done now over the phone. All they need are your bank card details, so once again I remind you DO NOT give any bank details over the phone. If you have any concerns then please contact the Police.”

11.2 CATG – AL reported that CATG next meets in May.

11.3 Village Hall – RC reported that week commencing 27th March onwards the disabled and ladies toilets in the Village Hall are to be refurbished, making them unisex.

The Village Hall Annual General Meeting takes place on 5th April.

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12. Agenda items

12.1 Illumination of the Clock Tower

AS expressed the opinion that a floodlight could be placed on the tarmac area.

The Clerk will ask our caretaker to erect Christmas lights later in the year.

12.2 Flower tubs

Effie asked whether anyone has found suitable troughs or tubs. The aim is to place them on the curve by the flagpole, the bench on Mead Park, maybe around road signs. CB had enquired of a local farmer but nothing was currently available.

Alan Lee suggested seeking sponsorship.

12.3 Bollards

The Clerk reported that plastic bollards were £47 each from <https://www.streetfurnituredirect.co.uk>

AL reported that WC Highways estimated circa. £80 each including installation.

12.4 Parish Assembly

The Clerk reminded the meeting that the Parish Assembly is taking place on 19th April. The Chairman asked that this go into Yer Tiz – action on Clerk. She reiterated that it’s particularly useful for newcomers to the village.

CB to find someone to speak on behalf of the school.

Nominations for outstanding service to Atworth Village, were discussed and were agreed to.

166/16 **13. Correspondence**

The Clerk reported that he had heard from Wiltshire Council Parking Services dept.

“Thank you for your email. Parking services can only enforce where there are restrictions such as single/double yellow lines are. All restrictions are regularly patrolled and enforced. Please could you give further details of where the problems are occurring as I have checked the traffic management orders and am unable to find any restrictions at Atworth.”

The meeting agreed that restrictions existed as follows: Zig-zags outside the school, zig-zags by the zebra crossing, the corner of Coronation Road (both sides), on Bradford Road against the Tollgate house on one side and also the corner of Mead Park with Bath Road. An action was placed on the Clerk to inform Parking Services.

167/16 **14. Any Other Business**

AL suggested a mirror be installed on the end of Bradford Road by the Toll-gate. The Chairman said that a Parliament Week youth club session had requested a mirror in Purlpit in the past, however it was not Highways policy to install them. They could be installed on private land where suitable.

Post minute note:

. “A mirror is not prescribed in the Traffic Sign Regulations and therefore requires the formal approval of the Secretary of State for use within the public highway.

It is not the practice of this Council to apply for such authorisation as the road safety benefits of a mirror are very much in doubt.

Mirrors can give a misleading image and dazzle motorists in sunlight or with headlights at night.

They can also become misaligned and their performance can be compromised by a covering of moisture or dirt.

Drivers involved in accidents often seek to apportion blame and the erection of a mirror on the highway could result in claims against the Highway Authority.”

AB asked if there is a designated area where the (Zig Zag) bus turns to return to Melksham. It was confirmed by the Chairman that they can turn anywhere on the highway that is safe to do so.

It was noted with regret that there had been vandalism at the Church Rooms, with stones used to break windows.

Effie concluded by thanking everyone for their contributions.

168/16 **15. Date of Next Meeting**

Councillors to note that the Annual Parish Assembly takes place on 19th April 2017 at 7pm in Atworth Village Hall.

The next meeting of the Parish Council will be on Wednesday 17th May 2017 (the Annual General Meeting) in Atworth Village Hall.

Meeting closed at 20:45

Signed.....

Date