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# Atworth Parish Council

Minutes of a Meeting of the Parish Council held on  
Wednesday 20th December 2017 at 6.30pm in Atworth Village  
Hall, Atworth

## Present:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Richard Clark (RC), Arnold Snowball (AS), Alan Lee (AL),  
Cllr. Philippa Gray (PG), Cllr. Kate Hartley (KH)  
and Cllr Philip Alford (Wiltshire Council)

Clerk: Phil McMullen

## Ref. Agenda items

### 084/17 1. Welcome

The Chairman warmly welcomed those present to the meeting.

### 085/17 2. Apologies for absence

The Clerk reported that apologies had been received from Cllr. Sarah Horrell and Maggie Ledbury (Police)

### 086/17 3. Declarations of interest

RC and AS are trustees of the Atworth Village Hall Charity. SH is vice-Chair of the Youth Club.

## Closure of meeting for public participation

EGS explained that the Public were entitled at this stage to speak to the Parish Council through the Chair.

There were no members of the public at the meeting this evening.

## Reconvene meeting

The meeting was reconvened.

### 087/17 4. Planning Applications

Councillors to consider Planning Application reference 17/11293/FUL

Replacement Garage at The Dial House 102 Church Street Atworth Melksham Wiltshire SN12 8JA

[Lookup Planning Applications Link](#)

[Heritage Design Statement](#)

After a lengthy discussion it was agreed by the majority that the Parish Council voted to "Support" this proposal. Action on Clerk to inform the Planning Authority.

4.2 Councillors to consider Planning Application reference 17/11752/FUL  
Single storey extension in matching render and tiles, to include bedroom, en-suite shower, utility room at 166 A Bath Road, Atworth, Wiltshire, SN12 8JL

[Lookup Planning Applications Link](#)

The Parish Council voted unanimously to record “No Comment” in respect of this proposal. Action on Clerk to inform the Planning Authority.

088/17 **5. Minutes**

5.1 To consider, approve and sign the minutes of the meeting of Atworth Parish Council held on 15th November 2017

[Download link to copy of draft minutes](#)

RC proposed and AL seconded and all were in favour that the minutes were a true record of the meeting.

5.2 To consider, approve and sign the amended minutes of the meeting of Atworth Parish Council held on 4<sup>th</sup> October 2017 (*correction to proposer and seconder at item 9.2*)

[Download link to copy of redrafted minutes](#)

RC proposed and AS seconded and all were in favour that the minutes were a true record of the meeting.

088/17 **6. Outstanding Actions**

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

6.1 Grass cutting contract renewal

A quotation for the Recreation Ground maintenance and village verges maintenance had been received from idVerde.

A second quotation for the same has now been received from Countrywide.

One other quote is to be requested for the contracts before a decision is made. RC to check with Jones' for a third quote.

6.2 Recreation Ground pathway Hedge cutting update

EGS stated that following appropriate training with ROSPA she had undertaken a Risk Assessment on the entrance to the Recreation Ground. The Parish Council could be seen as both liable and negligent if the hedge wasn't cut back to the boundary. Any public liability would subsequently be on the householders' side of the boundary. There was always the option of erecting a fence at a later date. The previous Council had already confirmed this action and allocated money in the budget for this work.

The clerk reported that the most favourable quote received was that from IdVerde.

AS proposed and RC seconded and all present were in favour that the contract was placed. Action on the Clerk to inform IdVerde.

6.3 Gateway on to Recreation Ground

The Clerk reported that a signed contract had now been received and the matter was closed.

6.4 New village benches

The Clerk reported that two of these were to be ordered in January.

089/17 **7. Finance**

## 7.1 Approval of Clerk's Salary for November 2017

[Click to download copy of payslip](#)

AL approved and RC seconded and all were in favour

## 7.2 Approval of Payment Schedule and authorisation of cheques

Approvals for the meeting taking place in December 2017

Date	Payee Name	DD/Chq No	Net £	VAT £	Gross £	Payment Details	Approved By
	Philip McMullen	DD	446.81	-	446.81	Salary and office allowance Sept 17	
	HMRC	DD	111.70	-	111.70	HMRC income tax for wages	
	PlaySafetyLtd VAT No 876328389	DD	235.00	47	282.00	Playground inspection course	
	Rialtas Business Solutions VAT No 920 9508 27	DD	116.00	23.2	139.20	Alpha Software Maintenance contract	
	Wiltshire Association of Local Councils	DD	35.00	7.00	42.00	training course in GDPR for PM	
	Atworth WI	001018	288.00	-	288.00	Caretaking duties second half of 2017	

Approvals was proposed by RC seconded by AS. All were in favour.

## 7.3 Approval to accept Budget Monitoring Statement to end of September 2017

Atworth Parish Budget Monitoring 2017/18				
November 2017				
	Annual Budget	Spend to date	Balance Remaining	CODE
<b>Expenditure</b>				
	£	£	£	
CLERKS/SALARY	5,000	2,834	2,166	4000
CLERKS/OFFICE EXPENSES	500	283	217	4005
WILMILAGE/CLEANING/IDYB	576	288	288	4010
VILLAGE MAINTENANCE	2,920	1,220	1,700	4100
GENERAL ADMIN	1,000	93	907	4020
VILLAGE HALLS	6,000	6,000	0	4203
VILLAGE HALL RATES	120	88	32	4200
RECI RATES	160	117	43	4201
WATER RATES	150	95	55	4205
INSURANCE	3,700	3,776	(76)	4030
AUDIT FEES	275	195	80	4157
PRESENTATIONS	100	83	17	4265
YOUTH CLUB/BENT	30	-	30	4251
GRASS CUTTING	2,000	-	2,000	4215
ARMISTICE WREATHS.137*	20	17	3	4250
COMMUNITY RESILIENCE EQUIPMENT	500	-	500	4320
NOTICEBOARDS	1,500	-	1,500	4335
CLOCK TOWER SITE IMPROVEMENTS	1,000	-	1,000	4337
BENCHES	800	423	377	4065
SIDING/EMPLOYMENT	400	100	300	4070
ADJUSTMENT	0	-	0	
WALC	420	-	420	4050
SLCC	50	38	12	4052
CLOCK REPAIRS	-	940	(940)	4300
VAT	-	310	(310)	
<b>Total Expenditure</b>	<b>28,221</b>	<b>16,900</b>	<b>28,221</b>	
<b>Income</b>				
	£	£	£	
PRECEPT	28,221	28,221	-	1176
Grants	-	-	-	1050
Interest	-	1	(1)	1190
VAT refund	-	962	-	115
<b>Total Income</b>	<b>28,221</b>	<b>29,184</b>	<b>1</b>	
<b>Net Expenditure</b>	<b>-</b>	<b>(12,284)</b>	<b>28,222</b>	
<b>Balance Brought Forward</b>	<b>17,690</b>			
<b>Current Balance (Cashbook)</b>	<b>29,974</b>			
<b>Current Balance (Deposit A/c)</b>	<b>-</b>			
<b>-Current Balance (Bank)</b>	<b>29,974</b>			
<small>=Unpresented cheques</small>	<b>0</b>			

Ring Fenced Funds TBA

090/17 The Budget Monitor for the month was approved by RC and seconded by KH and agreed by all.  
**8. Agenda items**

### 8.1 APC Precept setting for 2018/19

EGS explained that we needed to establish the contents of the budget for the following year at this meeting, formally agree it at the next meeting, and report to Wiltshire Council by the day after our next meeting at the latest.

A lengthy discussion was held and various amendments agreed to. Broadly speaking, the precept figure will be the same as for the previous year. The Clerk and the Chairman would meet to agree the new figures to present to the next meeting.

AL requested that the proposed precept should be circulated to all councillors prior to the January meeting to allow all councillors time to understand the proposal.

091/17 **9. Correspondence**

The Clerk reported that a letter had been received on 8<sup>th</sup> December from the senior partner at Braemon Holdings in response to his letter of the 4<sup>th</sup> regarding the allocation of a piece of their land as an Open Green Space.

The response was that the land has already been submitted through the SCHLAA process to be considered for residential development and, potentially, commercial development and that they had concluded that the proposals would conflict with the objectives of the property business in utilising its capital assets.

Councillors noted the response.

092/17 **10. Any Other Business**

The Clerk submitted the Police Report for Atworth during the month of November: 12<sup>th</sup> - A vehicle was seized Section 165 when stopped for a DUI (Driving under the influence) as driver had no insurance.

PG reported that there was regular fly tipping in one of the laybys where gravel is stored at Stonar /Little Chalfield. Also the Wiltshire Council road cutting regime was detrimental to the Bath Asparagus growing in the verges. In addition, some drainage lids were being damaged, possibly by heavy hedge cutting equipment. PG to provide further information to Parish Clerk in order he can inform Highways of these matters.

RC noted that the poppy wreaths at the clock tower had been removed and placed inside the clock tower for safe keeping.

CLlr. Alford mentioned a flood review meeting which had taken place. There was a plan to apply to Defra for a grant, which required an element of community engagement.

093/17 **11. Date of Next Meeting**

Wednesday 17th January 2017 in Atworth Village Hall. Supt. Minty from Wiltshire Police has accepted an invitation from the Clerk to attend and discuss concerns expressed by the Council regarding the reporting of rural crime.

Meeting closed at 20:30

Signed.....

Date .....