

**Minutes of a Meeting of the Parish Council held on
Wednesday 15th August 2018 at 6.30pm in the
Village Hall, Atworth**

Present:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Richard Clark (RC), Kate Hartley (KH)

Clerk: Phil McMullen

Ref. Agenda items

078/18 **1. Welcome**

The Chairman warmly welcomed those present to the meeting. It was noted that the meeting was quorate this evening.

079/18 **2. Apologies for absence**

The Clerk reported that apologies had been received from Cllr Arnold Snowball, Cllr. Phillipa Gray, Cllr Sarah Horrell, Cllr Phil Alford, and PCSO Maggie Ledbury.

080/18 **3. Declarations of interest**

RC is a trustee of the Atworth Village Hall Charity.

Closure of meeting for public participation

EGS explained that in this part of the meeting, the Public were entitled at this stage to speak to the Parish Council through the Chairman.

Public Participation

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

Reconvene meeting

The meeting was reconvened.

081/18 **4. Planning Applications**

Councillors were asked to consider

Application Ref: 18/06296/FUL

Application for Full Planning

Proposal:- Erection of a double detached garage to the front of the property

At: 15 Bath Road, Atworth, SN12 8JJ

After a brief discussion, the meeting agreed a response of "No Comment" regarding this particular application, and the Clerk was directed to file a response to that effect.

It was noted that there is a very large garden office to the rear of the house which might possibly require planning consent.

The Clerk mentioned that he had been informed that Oliveford had made redundant all its staff employed at Unit 8 Atworth Business Park, the premises which were the subject of the planning application discussed at the June meeting.

The Chairman asked that it be minuted for future reference that objections may only ever be raised for valid planning reasons. The Clerk offered to circulate an example of what are considered to be Material Planning Considerations which may be taken into consideration.

Link to [Material Planning Considerations statement](#)

082/18 5. **Reports:**

5.1 Councillors considered a copy of the Police report for the month.

ED12 Beat Code monthly report for August 2018 Meeting - Atworth

23rd July - Burglary- Theft of cigarettes and alcohol from Garage

5.2 CATG update (group met on 21st June)

The Clerk reported that Area Board Issue 5750 (Atworth Bradford Road Safe Crossing Point) - item closed by agreement as no action can be taken.

Community issue 6503 (the pavement from the Atworth clocktower to Churchfields the village school is uneven and in a dangerous condition) has been closed and instead reassigned to the Highways team to investigate further (service request #2477626).

Churchfield School signs. The cost for the signs is estimated to cost £746.78. As CATG do not have funding, they will be sending the estimate to the school for them to pay.

Atworth Bradford Road junction with Coronation Road - New Children warning sign. The sign is to be installed by mid-August.

083/18 6. **Minutes for approval**

6.1 To consider, approve and sign the minutes of the Parish Council Meeting held on 20th June 2018

The Minutes of the June meeting were proposed by RC and seconded by KH and all were in favour.

084/18 7. **Outstanding Actions**

Updates on the following actions arising from previous minutes:

7.1 **New village noticeboards**

The Clerk reported that the new noticeboards were installed on Friday 6th July. There was a brief discussion regarding content. It was agreed that Village Hall notices could be displayed on the Council side.

7.2 **Dog fouling signage**

The Clerk stated that the best quote that had been received was for £16.79 each + VAT (fixings price to be confirmed)

It was **resolved** to purchase twelve of the metal signs. Holes to be pre-drilled. Clerk to action. Proposed RC and seconded KH and all were in favour.

7.3 Parish Steward update

The Clerk reported that in w/e 6th July the Parish Steward had (under instruction) weed sprayed Bath Road, Bradford Road and Mead Park. All areas had been checked for serious defects and overgrown signage cleared.

RC said that the village had looked particularly smart last week, with the grass cut and the weeds dying back.

7.4 Purlpit Metrocount

The Clerk reported that the results of the Metrocount that was arranged for Purlpit have now been published.

The Metrocount was occasioned by a householder who had written to say, "The road is clearly dangerous. I have witnessed vehicles travelling at 50 to 70 mph on this stretch."

The Metrocount was accordingly installed along the stretch of road in question, specifically on Lamp Post 6 opposite 193b Purlpit. There is a 30mph limit currently in place on this road.

The average speed of the 15,207 vehicles that passed during the period 19th June and 6th July was measured at 24.9mph.

85% of the traffic was travelling at 29.5mph or below.

There is therefore no further action that can be taken. Note that Wiltshire Council will not accept another count request for this location "or the surrounding area" (which unfortunately includes West Hill, which is in Melksham Without Parish Council territory) for a further 12 months.

7.5 Quote for planters around the village

EGS said that the planters made from sleepers are sturdy, well lined and will be fixed in place.

KH proposed and RC seconded that we authorise 4 small square tub planters at the clock tower around the bench, one square planter at the entrance to Mead Park, one at the Bath Road next to the new bench and one on the Purlpit corner near to the new noticeboard. Finally there is to be one rectangular planter located outside the village hall. Each one is to be painted dark green (similar to the noticeboards).

All present were in agreement that we should obtain a formal quote based on the information previously submitted.

085/18 8. Finance

8.1 Approval of Payment Schedule and authorisation of cheques

Acceptance of the July Payment Schedule was proposed by RC and seconded by KH and all were in favour.

Approvals for the meeting taking place in			August 2018				
Date	Payee Name	DD/Chq No	Net £	VAT £	Gross £	Payment Details	Approved By
	Roger Hatherall accountants	DD	75.00	15.00	90.00	Internal Audit fees	
	P. McMullen exp. Refund	DD	17.77	-	17.77	Toner Cartridge	
06-Jul-18	Atworth WI	DD	288.00	-	288.00	Invoice 10	
	SLCC	DD	41.00	-	41.00	SLCC Membership 2018-19	
18-Jul-18	Valley View Fencing VAT No 274966354	DD	300.00	60.00	360.00	Erection of Noticeboards	
	Philip McMullen	DD	473.01	-	473.01	Salary and Office Allowance	pre-approved at June meeting
	HMRC	DD	118.25	-	118.25	HMRC income tax for wages	pre-approved at June meeting

8.2 Approval to accept Budget Monitoring Statement to end of July 2018

Atworth Parish Budget Monitoring 2018/19				
July 2018	Annual Budget	Spend to date	Balance Remaining	
Expenditure	£	£	£	
CLERKS SALARY	5,000	2,128	2,872	
CLERK'S OFFICE EXPENSES	500	213	287	
WI VILLAGE CLEAN & TIDY	578	288	290	
VILLAGE MAINTENANCE	2,690	809	1,881	
GENERAL ADMIN	500	55	445	
VILLAGE HALL	4,500	-	4,500	
VILLAGE HALL RATES	130	121	9	
REC RATES	170	162	8	
WATER RATES	160	141	19	
INSURANCE	4,300	3,497	803	
AUDIT FEES	275	-	275	
PRESENTATIONS	100	50	50	
YOUTH CLUB RENT	30	-	30	
GRASS CUTTING	4,000	-	4,000	
ARMISTICE WREATH (S.137*)	20	-	20	
COMMUNITY RESILIENCE EQUIPMENT	0	234	(234)	
NOTICE BOARDS	1,500	360	1,140	
VILLAGE ENHANCEMENTS	1,000	-	1,000	
CLOCK TOWER SITE IMPROVEMENTS	1,000	-	1,000	
CLOCK TOWER ILLUMINATIONS	1,250	-	1,250	
BENCHES	0	-	0	
SID DEPLOYMENT	400	100	300	
WALC	420	475	(55)	
SLCC	50	-	50	
Total Expenditure	28,573	8,633	19,940	
Income	£	£	£	
PRECEPT	28,573	14,287	14,286	
Grants	-	-	-	
Interest	-	-	-	
HMRC Tax refund	-	1,200	1,200	
VAT refund	-	-	0	
Total Income	28,573	15,487	13,086	
Net Expenditure	-	(6,854)	6,854	
Balance Brought Forward	15,877			
Current Balance (Cashbook)	22,731			
Current Balance (Deposit A/c)	-			
-Current Balance (Bank)	22,730			
= Unpresented cheques	-	7		
Ring Fenced Funds				
Defibrillator	554			
Clock Tower	-			
QUEENS LONGEST REIGN PLAQUE	1,000			
VILLAGE ENHANCEMENT; GATEWAY ETC	500			
Funeral Bier	50			
	2,104			

Adoption of the July Budget Monitor was proposed by KH and seconded by RC and all were in favour.

086/18 9. Agenda items

9.1 Governance

The fact that a complaint had been made by a member of the public to the Governance Office in Wiltshire Council regarding the conduct of two Atworth Parish Councillors at the June meeting of Atworth Parish Council was formally noted.

To date, Wiltshire Council had not formally responded to their statements, which were submitted on or around 20th July. The Clerk confirmed that the Monitoring Officer should review the complaint within 5 days of receiving the Member's response(s), and took an action to investigate.

9.2 Refurbishment of village seats and benches

RC offered the opinion that the thicker wood on the new benches looked particularly good, and wondered whether the existing benches could be refurbished in a similar style. Those present were in agreement.

Action on RC to contact a potential carpenter.

9.3 Quote for Increasing the size of the aperture in the bus shelter at the eastern end of the village with glazing installed

RC proposed and KH seconded and all were in agreement. It was RESOLVED to accept the best quote received: *To knock out the bricks that have been put in and install toughened glass which will be held in with a timber frame, with disposal of waste, materials and labour will be a total of £143.00 plus vat*

9.4 Illuminations for the Clock Tower

1. Net lights for Christmas: RC proposed and KH seconded that RC and EGS should meet at the clock tower, take measurements and purchase lights to a value of £100 maximum

2. Clock tower illuminations. Carried forward to next meeting given the absence of Cllr. Snowball.

9.5 Atworth Youth Club maintenance

It was observed that trees adjacent to the Youth Club were overgrown and branches were resting on the roof. This could potentially cause long term damage and also be a source of damp.

EGS proposed, RC seconded and all were in favour that the Clerk write to the AYC Committee asking them to arrange for these to be cut back and cleared up.

087/18 10. Correspondence

1. EGS read a letter from Cllr. Sarah Horrell which suggested that site visits are arranged ahead of any meeting at which planning applications are discussed.

The meeting was unanimous that it would be both Impractical and inappropriate for the Clerk to arrange site meetings on every occasion a planning application was received and circulated ahead of a Parish Council meeting. It is down to individual councillors to decide whether or not they wish to visit the sites of the planning applications received.

2. A letter was received from a resident of Mead Park raising various issues, primarily speeding and traffic related. EGS stated that she would arrange to meet with the resident and discuss the issues raised.

088/18 **11. Any Other Business**

It was noted that the old telephone box in the village has now been removed.

EGS pointed out that the Flag-man had been out of contact lately – she had been trying repeatedly to get in touch. Unfortunately the Wiltshire Bustard flag had not been flying this summer.

EGS would like to see the Parish Plan raised as an agenda item at the next meeting.

There had been a complaint received about noise in the early hours of the morning from the festival at Lenton Farm. Clerk to ensure that they are informed next year.

EGS stated that a quote was needed for cutting back the shrubbery from the brow of the hill on the Bath Road opposite Mount Pleasant. The was due for completion by WC but they can no longer do this.

089/18 **12. Date of the Next Meeting of Atworth Parish Council**

The next meeting is to be held on **Wednesday 19th September 2018** NOT in Atworth Village Hall
Then **Wednesday 24th October 2018** (in Atworth Village Hall)

Meeting closed at 20:30

Signed.....

Date