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## Atworth Parish Council

### Minutes of a Meeting of the Parish Council held on Wednesday 21st November 2018 at 6.45pm in Atworth Village Hall

#### Present:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Richard Clark (RC), Kathy Hartley (KH), Sarah Horrell (SH), Heather Chaplin (HC), Andrew Gooding (AG)  
Cllr. Phil Alford (Wiltshire Council)

Clerk: Phil McMullen

#### Ref. Agenda items

115/18

##### 1. Welcome

The Chairman warmly welcomed those present to the meeting with the good news that the Youth Club have cut back the trees and cleared the leaf-litter. A good job well done.

116/18

##### 2. Apologies for absence

The Clerk reported that apologies had been received from PCSO Maggie Ledbury and from Cllr. Arnold Snowball for this meeting.

117/18

##### 3. Declarations of interest

*To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 17th September 2017*

It was noted that RC is a trustee of the Atworth Village Hall Charity.

##### 4. Questions to the Chair of the Council by Members of the Public

*Public speaking time is restricted to 15 minutes in total*

#### Public Participation

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

#### Reconvene meeting

The meeting was reconvened.

118/18

##### 5. To Receive Reports from our partner organisations

###### 5.1 Police report

PCSO Ledbury reported via email:

There were no crimes reported in Atworth during October 2018.

###### 5.2 Wiltshire Councillor

Cllr. Alford reported that the special schools consultation had announced its decision to build one school in the north of the county in Rowde with the eventual capacity for 280 pupils. There are still outstanding concerns about the project, regarding transport in particular.

Cllr. Alford also spoke about the Bath Clean Air Zone. This will have an impact here in Atworth due to vehicles being re-routed.

Cllr. Alford also mentioned that government funding had been secured by Wiltshire Council for highways improvements, including addressing issues with pot-holes, and deferring the implementation of Sunday parking across the County.

5.3 Village Hall. RC reported that a small grant had been received from the Area Board towards new radiators. The work is to commence next month. The committee is investigating loft insulation as well.

5.4 Youth Club. A brief report was presented by Cllr. Horrell. It was understood that the Youth Club building is badly in need of refurbishment. The Parish Council would find it difficult to justify finding funds to refurbish a building which doesn't belong to them, but may be willing to consider requests for support in other areas. EGS stated that the current Youth Club committee are to be congratulated for working so hard.

119/18 **6. Planning Applications**

There were no new planning applications to consider this evening.

120/18 **7. Minutes of Previous Meeting**

7.1 To consider, approve and sign the minutes of the Parish Council Meeting held on 24th October 2018.

Adoption of the October minutes was proposed by RC and seconded by AH. All were in agreement and the minutes were duly signed by the Chairman.

121/18 **8. Clerk's Report**

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

8.1 Parish Steward update

Parish Steward: The Clerk reported that he had spoken with Parish Steward today, 21<sup>st</sup> November. The Steward would be checking Atworth for necessary works on Friday 23<sup>rd</sup>

8.2 Entrance to Mead park – double yellow lines

EGS explained the background to the issue, which had originally been raised by a resident who had found it necessary to reverse out onto the Bath Road due to facing traffic exiting Mead Park. Unfortunately, as it's a No Cold Calling Zone, councillors had been unable to door-knock to establish the extent of the problem, but EGS has spoken to other residents who have expressed concern and has also spoken to the Police.

EGS had also spoken to correspondents who had been opposed to any extension to explain that it was on one side only, and to detail the rationale. This had been accepted as a fair representation of the situation.

EGS suggested that we consider setting aside some budget next year with a view to extending the double yellow lines on one side only to the bend, by the single gateway. RC proposed and AH seconded and all were in favour.

8.3 Request for vegetation to be cleared from Youth Club roof

It was noted that this action had now been completed. Issue closed.

8.4 Village benches – Grant Application

It was noted that the Area Board had granted £499 towards the purchase of two new benches at their meeting on 07 November.

The plan was to have two replacement benches, with commemorative plaques, by the clock tower, and two new benches located as requested at the Area Board, one at the far end of the village and one in the recreation Ground.

122/18 **9. Finance**

9.1 Approval of Payment Schedule and authorisation of cheques

Approvals for the meeting taking place in							November 2018
Date	Payee Name	DD/Chq No	Net £	VAT £	Gross £	Payment Details	Approved By
	M. Mortimer VAT No 138 4901 59	DD	512.50	102.50	615.00	Inv. 545/18 rec ground repairs	
	GG5 c/o 1&1 Internet Ltd VAT No 752 5390 27	DD	16.1	3.22	19.32	Atworth.org domain renewal	
	GG5 c/o Lights4Fun VAT No 915 7347 12	DD	58.32	11.67	69.99	Net lights x 4	
	GG5 RBL Poppy Wreath	DD	17	-	17	Poppy Wreath	
	PM printer toner cartridge refund	DD	19.95	-	19.95	Ricoh Toner Cartridge	
	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

Proposed by AG and KH, approved by all

## 9.2 Approval to accept Budget Monitoring Statement to end of October 2018

Atworth Parish Budget Monitoring 2018/19			
November 2018			
	Annual Budget	Spend to date	Balance Remaining
<b>Expenditure</b>	£	£	£
CLERKS SALARY	5,000	3,741	1,259
CLERK'S OFFICE EXPENSES	500	374	126
WI VILLAGE CLEAN & TIDY	578	288	290
VILLAGE MAINTENANCE	2,690	1,781	909
GENERAL ADMIN	500	83	417
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	290	(15)
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	580	920
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	41	9
VAT		84	84
<b>Total Expenditure</b>	<b>28,573</b>	<b>12,041</b>	<b>16,532</b>
<b>Income</b>	£	£	£
PRECEPT	28,573	28,573	-
Grants	-	-	-
Interest	-	-	-
HMRC Tax refund	-	1,200	1,200
VAT refund	-	-	0
<b>Total Income</b>	<b>28,573</b>	<b>29,773</b>	<b>1,200</b>
<b>Net Expenditure</b>	<b>-</b>	<b>(17,732)</b>	<b>17,732</b>
<b>Balance Brought Forward</b>	<b>15,877</b>		
<b>Current Balance (Cashbook)</b>	<b>33,609</b>		
<b>Current Balance (Deposit A/c)</b>	<b>-</b>		
<b>-Current Balance (Bank)</b>	<b>33,609</b>		
<b>=Unpresented cheques</b>	<b>-</b>		<b>0</b>
<b>Ring Fenced Funds</b>			
Defibrillator	554		
Clock Tower	-		
QUEENS LONGEST REIGN PLAQUE	1,000		
VILLAGE ENHANCEMENT, GATEWAY ETC	500		
Funeral Bier	50		
	<b>2,104</b>		

Proposed by RC and seconded by AG and approved by all.

EGS explained that at this meeting, we needed to consider suggested amendments and our wishes for the coming month. We are hoping to maintain the same budget for the coming year.

It was resolved that some funding should be set aside for establishing an office and meeting space in the Village Hall.

It was resolved to purchase some flood resilience equipment and a new village noticeboard.

It was noted that the clock tower roof needs repairing and that this will need to be addressed as an agenda item next year.

Councillors will be sent a draft of the new precept before the next meeting.

10.2 To consider the options for Wi-Fi in the Village Hall

RC had proposed a low-cost option which could support up to 10 concurrent users. The Village Hall trustees had agreed that this could happen next year. Issue closed.

10.3 To consider design and installation of Planters

HC proposed and KC seconded that we progress with purchase and installation of the big planter outside the village hall initially. It was resolved that this is to be two sleepers high, fixed down. Action on Clerk to revisit the original quote.

124/18 **11. Correspondence**

*Councillors to note any correspondence received ahead of the meeting*

Cutting back bushes: the Clerk reported that he had received a letter from a member of the public regarding trees over-hanging the pavement between 149 and 150 Bath Road. They are particularly difficult to see at night and are face height for most adults, which poses a threat to people's eyes.

EGS to investigate and confirm with the Clerk, who will write to the appropriate householder requesting that action be taken.

Flags at the Bear Garage: the Clerk reported that he had received a letter from a member of the public regarding advertising flags which had been placed on the verges. This was against planning regulations. The Clerk had raised an issue with Planning Enforcement (reference 18/01022/ENF dated 16/11/18) and had received a report on 20/11/18 to confirm this had been completed.

Regarding yellow lines, a member of the public had raised the issue of hazardous parking along the entrance to Clock Tower View. Photographic evidence had been provided. It had been suggested that this was primarily caused by people dropping off students at Churchfields School. The council agreed it would visit and monitor the situation.

125/18 **11. Any Other Business**

EGS mentioned that the flags had not been changed all year, even for the remembrance service. EGS had endeavoured to contact the existing volunteer but had had no success. We now need a person to change the flags. A request is to be posted on Social Media outlets.

126/18 **12. Date of the Next Meeting of Atworth Parish Council**

The next meeting is to be held on **Wednesday 19th December** 2018 at 6.45pm in Atworth Village Hall.

Meeting closed at 21:00

Signed.....

Date .....

