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Atworth Parish Council

Minutes of a Meeting of the Parish Council held on Wednesday 20th March 2019 at 6.45pm in Atworth Village Hall

Present:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Richard Clark (RC), Arnold Snowball (AS), Kathy Hartley (KH), Sarah Horrell (SH), Andrew Gooding (AG), Heather Chaplin (HC)

Clerk: Phil McMullen

Ref. Agenda items

150/19

1. Welcome

The Chairman welcomed those present to the meeting this evening.

151/19

2. Apologies for absence

The Clerk reported that no apologies had been submitted for this evening.

152/19

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 and AS are trustees 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.

153/19

5. To Receive Reports from our partner organisations

5.1 Police report

ED12 Beat Code monthly report for March 2019

Atworth

4th Feb Criminal damage to hedge and fence – Local Farm.

5.2 Wiltshire Councillor

Cllr. Alford was not present this evening so no report was received.

5.3 Village Hall committee

RC reported that he had submitted a grant for new tables and chairs. He had originally applied for £5k and had received £1k, which was very welcome.

5.4 Atworth Youth Club

SH reported that the Youth Club has lost their chairperson and have a new play leader in place.

5.5 CATG report. RC reported that the CATG had last met 7th Feb 2019.

The Parish Council has also been asked to consider any requirements for pathway and pavement improvements and present to the following CATG meeting on 9th May 2019. EGS stated that the footpath at Bradford Road needs improving between 83 Coronation Road and almost to the School. Also, the pavement outside Snapdragons is damaged.

154/19

6. Planning Applications

6.1 Councillors to consider planning application(s) received

1. Application Ref: 19/01686/FUL

Application for Full Planning

Proposal:- Single storey rear extension

At: 16 Mead Park, Atworth, Wiltshire, SN12 8JS

Councillors voted unanimously to state **No Objections** to this application.

2. Application Ref: 19/02035/FUL

Application for Full Planning

Proposal:- Proposed two storey extension and removal of existing conservatory

At: 166 Bath Road, Atworth, Wiltshire, SN12 8JL

Councillors voted unanimously to state **No Objections** to this application.

3. Application Ref: 19/02015/LBC

Application for Listed Building Consent

Proposal:- Installation of through floor lift

At: Poplar Farm, Bradford Road, Atworth, Melksham, Wiltshire, SN12 8HY

Councillors voted unanimously to state **No Objections** to this application.

4. Application Ref: 19/02340/TCA

Application for Work to Trees in a Cons Area

Proposal:- Remove 2 Leylandii Trees

At: Manor Farm House, Bradford Road, Atworth, Melksham, Wiltshire, SN12 8HZ

Councillors voted unanimously to state **No Objections** to this application.

Plans are available in full on Wiltshire Council's website at

<http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

155/19

7. Minutes of Previous Meeting

7.1 To consider, approve and sign the minutes of the Parish Council Meeting held in February 2019

Proposed by RC and seconded by KH and all those present were in agreement that the minutes represented a true record of the meeting. The minutes were duly signed by the Chairman.

156/19

8. Clerk's Report

Updates on the following actions arising from previous minutes:

8.1 Parish Steward update

Parish Steward: The Clerk reported that the Parish Steward had last been in Atworth during the last week in February. He had fixed several potholes and concentrated on clearing gullies. He's back in the area on 25th and 26th March.

EGS had noted at the previous meeting that there is an overhanging hedge in Purlpit. AS had noted that the footpath to the boundary near Lowden Garden Centre is very overgrown. The Clerk reported that these issues had both now been brought to the attention of the Parish Steward.

8.2 Planter for the Village Hall

The clerk reported that this work had been undertaken on 22nd January. There is a lining which is still to be delivered to the Clerk. Clerk to chase.

8.3 Village benches – update

EGS stated that Russell Brown, Wiltshire Council Senior Conservation Officer had been sent photos of the proposed benches and agreed that they can be replaced without the need for planning permission or listed building consent, so we can proceed. Four new benches would be purchased after the new financial year, including the two funded by the Area Board.

8.4 Flagpole update

HC reported that she had contacted Steve the outgoing Flag Person in order to retrieve the flags. This had now been achieved. However, a ladder would be required each time a flag is raised and a second person to hold it. EGS confirmed that there is a ladder in the Bier shed. HC to contact EGS to arrange for collection and someone to hold the ladder.

The clerk reported that the Lanyard for the flagpole at Shell Court had been purchased. Light Fantastic had quoted £50 to affix the lanyard using their "cherry picker". Clerk to contact Light Fantastic to affix the lanyard.

8.5 Driveway across the verge on Bradford Road.

RC noted at the February meeting that red brick pavers have been installed across the verge in Bradford Road to replace the concrete, and the Clerk was asked to establish whether permission has been sought if required as it's within the conservation area.

The Clerk had contacted Planning who advised that "Driveways do not need planning permission. Creation of new accesses are dealt with by highways, and if for any reason this is on highways land, or is causing visibility issues highways can look at the matter. "

The Clerk then contacted Highways, who advised:

"The work which has been carried out is unauthorised work on the public highway and we are contacting the owner of the property over the fact that it is unauthorised work. The work was carried out to replace a very tired concrete area and so the work could be considered an improvement. The area is unusual as it is not an access to a property; it might have historically served the properties in some way but now it is merely a parking area on the public highway and so is available for any member of the public to use."

157/19

9. Finance

9.1 Approval of Payment Schedule and authorisation of cheques

Approvals for the meeting taking place in Mar-19

Date	Payee Name	DD/Chq	Net £	VAT £	Gross £	Payment Details
	P. McMullen via Amazon VAT					
No 226659933		DD	£19.49	-	£19.48	Lanyard for flagpole
Neston Park		DD	£25.00	-	£25.00	Land rent for Youth Club
Atworth WI		DD	£288.00	-	£288.00	6 months caretaking 2018
Wiltshire Council		DD	£171.36	-	£171.36	Recreation Ground Rates for year 2019/20
Wiltshire Council		DD	£135.35	-	£135.35	Village Hall rates for year 2019/20
BHIB Insurance		DD	£1,461.59	-	£1,461.59	APC Local Councils Insurance
Philip McMullen		DD	£366.39	-	£366.39	Salary and Office Allowance
HMRC		DD	£91.60	-	£91.60	HMRC income tax for wages

Proposed by AG and seconded by AS, approved by all and the Schedule was duly signed.

9.2 Approval to accept Budget Monitoring Statement for March 2019

Atworth Parish Budget Monitoring 2018/19

March 2019	Annual Budget	Spend to date	Balance Remaining
<u>Expenditure</u>	£	£	£
CLERK'S SALARY	5,000	5,587	-587
CLERK'S OFFICE EXPENSES	500	579	-79
WI VILLAGE CLEAN & TIDY	578	288	290
GENERAL ADMIN	500	79	421
INSURANCE	4,300	3,497	803
WALC	420	396	24
SLCC	50	41	9
BENCHES	0	-116	116
CLOCK TOWER ILLUMINATI	1,250	7	1,243
SID DEPLOYMENT	400	189	211
VILLAGE MAINTENANCE	2,690	1,997	693
AUDIT FEES	275	235	40
VILLAGE HALL RATES	130	121	9
REC RATES	170	162	8
VILLAGE HALL	4,500	4,500	0
WATER RATES	160	141	19
GRASS CUTTING	4,000	2,750	1,250
ARMISTICE WREATH (S.137)	20	17	3
YOUTH CLUB RENT	30	0	30
PRESENTATIONS	100	50	50
Clock Tower	0	0	0
COMMUNITY RESILIENCE EQ	0	195	-195
NOTICE BOARDS	1,500	-686	2,186
VILLAGE ENHANCEMENTS	1,000	574	426
CLOCK TOWER SITE IMPROV	1,000	0	1,000
VAT		2,772	-2,772
Total Expenditure	28,573	23,375	5,198
Income	£	£	£
PRECEPT	28,573	28,573	-
Grants		499	-
Interest			-
HMRC Tax refund		1,200	1,200
VAT refund			0
Total Income	28,573	30,272	- 1,200
Net Expenditure	-	(6,897)	6,398
Balance Brought Forward	15,877		
Current Balance (Cash)	22,774		
Current Balance (Deposit)	-		
-Current Balance (Bank)	22,775		
<i>=Unpresented cheques</i>	1		

Acceptance of the Budget Monitoring Statement was Proposed by AG and seconded by AS and approved by all.

158/19

10. Agenda items

10.1 Renewal of grass cutting contract

Grounds Maintenance Report/Quotation

The Clerk reported at the previous meeting that three quotes had been received for grass cutting. Councillors considered the options and were pleased to see the quote from IdVerde included extras such as cleaning the village gates this year.

The Clerk was asked to specifically to mention an issue with moss on the Recreation Ground.

AS asked whether a professional grounds-person could be called upon to restore the grass.

10.2 Project Proposal: Lighting the Clock Tower

AS was keen to ensure something is in place before winter of next year. Photos were provided of what the project might look like for councillors to consider.

Highways advised:

"I am not aware of the planning restrictions for such a project, you would have to check with the planning department. However, from a highway point of view we would want the lighting not to be a distraction to highway users or to dazzle drivers. Therefore, the positioning any lights would have to be designed so that there is no conflict with highway users."

Clerk to establish whether Listed Building Consent was required.

10.3 Repairs to the Clock Tower Roof

The appointed contractors had now erected scaffolding and were progressing with the work.

10.4 The Parish Assembly

EGS questioned whether those present were aware of anyone in the village who was a worthy recipient of an award. They would normally be unpaid volunteers (although there have been exceptions in the past) who undertake work of benefit to the whole village. Several names were put forward for consideration and narrowed down to two persons. EGS to have a word with each person.

159/19 **11. Correspondence**

The Clerk reported that a request had been received for £250 to support a junior parkrun for the young people (aged 4-14) of Melksham. £3,000 would be required in total to acquire the equipment needed. Melksham Town council and Melksham Without Parish council have agreed in principle to contribute towards the total.

EGS noted that it is our policy to only support activities which take place in the village. Councillors agreed that it would be different if it took place on our Recreation Ground. Clerk to write and inform the applicant and wish them well with their endeavours.

160/19 **11. Any Other Business**

Other than a brief discussion about footpaths and fly tipping, there was no other business raised this evening. The Clerk was asked to re-post the notices about fly-tipping on the noticeboards around the village.

161/19 **13. Date of the Next Meeting of Atworth Parish Council**

Wednesday 17th April 2019 in Atworth Village Hall. This meeting is the Annual Parish Assembly which will start at 7.15pm following a short regular meeting.

Meeting closed at 20:00

Signed.....

Date