



# Atworth Parish Council

## Minutes of a Virtual Meeting of Atworth Parish Council held on 19th August 2020

[www.atworth.org](http://www.atworth.org)

### Attended:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Richard Clark (RC) (vice-chair) and Cllrs. Heather Chaplin (HC), Andrew Gooding (AG), Kate Hartley (KH)

Clerk: Philip McMullen

### Ref. Agenda items

#### 173/20 1. Introduction

EGS welcomed everyone to this virtual meeting of Atworth Parish Council and thanked the Clerk for setting up the Zoom account. It was unusual to hold a meeting in August, but this was a good opportunity to become familiar with the technology.

#### 174/20 4. Planning Applications

**Application Ref:** 20/05617/TCA

Application for **Work to Trees in a Cons Area**

**Proposal:-** 7 x Lombardy Poplar, reduce height by 30-40% to prevent future failure following the failure of 8th tree

**At:** Poplar Farm, Bradford Road, Atworth, SN12 8HY

Councillors considered the proposal and agreed to **support** the application.

#### 175/20 5. Finance

##### 5.1 Approval of Payment Schedule and authorisation of cheques

Approvals for the meeting taking place in Aug-20							
Date	Payee Name	DD/Chq No	Net £	VAT £	Gross £	Payment Details	Approved By
	SLCC	DD	44.00	-	44.00	Annual membership	
	P McM / Land Registry	DD	3.00	-	3.00	Title Deeds Enquiry (one-off)	
	P McM / Zoom	DD	11.99	2.40	14.39	Monthly meeting subscription	
	IdVerde	DD	310.28	62.06	372.34	Grounds Maintenance Works August	
	Philip McMullen	DD	474.45	-	474.45	Salary and Office Allowance	
	HMRC	DD	118.61	-	118.61	HMRC income tax for wages	

The approvals were proposed by RC seconded by AG and agreed by all.

##### 5.2 Approval to accept Budget Monitoring Statement to end of July 2020

**Atworth Parish Budget Monitoring 2020/21**  
**August 2020**

	Annual Budget	Spend to date	Balance Remaining
<u>Expenditure</u>	£	£	£
CLERKS SALARY	5,600	2,143	3,457
CLERK'S OFFICE EXPENSES	560	214	346
WI VILLAGE CLEAN & TIDY	580	288	292
GENERAL ADMIN	500	78	422
INSURANCE	4,300	3,257	1,043
WALC	500	408	92
SLCC	50	-	50
BENCHES	3,800	1,062	2,738
SID DEPLOYMENT	400	-	400
VILLAGE MAINTENANCE	1,700	16	1,684
AUDIT FEES	300	75	225
VILLAGE HALL RATES	135	157	(22)
REC RATES	170	174	(4)
VILLAGE HALL	6,000	-	6,000
WATER RATES	145	146	(1)
GRASS CUTTING	4,500	1,241	3,259
ARMISTICE WREATH (S.137*)	20	-	20
YOUTH CLUB RENT	30	-	30
PRESENTATIONS	100	-	100
HIGHWAYS WORK	5,000	-	5,000
COMMUNITY RESILIENCE EQUIPMENT	450	-	450
INFORMATION BOARDS	3,000	-	3,000
TREE PLANTING AND WILDINGS	2,000	82	1,918
NOTICE BOARDS	0	-	0
VILLAGE ENHANCEMENTS	1,250	146	1,104
CLOCK TOWER	0	-	0
VAT ON PAYMENTS	0	582	(582)
HMRC	-	60	(60)
<b>Total Expenditure</b>	<b>41,090</b>	<b>10,129</b>	<b>30,961</b>
<u>Income</u>	£	£	£
PRECEPT	28,521	14,164	14,261
B/F from existing balances	-	-	-
HMRC	-	-	0
Rates rebate (4200+4201)	-	331	(331)
VAT refund	-	-	0
<b>Total Income</b>	<b>28,521</b>	<b>14,495</b>	<b>13,930</b>
<b>Net Expenditure</b>	<b>-</b>	<b>(4,366)</b>	<b>17,031</b>
<b>Balance Brought Forward</b>	<b>24,378</b>		
<b>Current Balance (Cashbook)</b>	<b>28,744</b>		
<b>Current Balance (Deposit A/c)</b>	<b>-</b>		
<b>-Current Balance (Bank)</b>	<b>28,745</b>		
=Unpresented cheques	£0		

[Link to download file](#)

Acceptance of the Budget Monitoring Statement was proposed by RC and seconded by HC and all those present were in favour.

5.3 Rates rebate. The Clerk confirmed that he had now heard from Wiltshire Council and that we will be receiving a bank credit on both the Village Hall annual rates account (10089224400) and the Recreation ground account (10089222800) of £157.10 and £174.08 respectively. This receipt was reflected in the income section of the budget monitor.

## 176/20 6. Clerk's report

### 6.1 Covid-19 update

6.1.1 The Clerk explained that effective 4<sup>th</sup> July the UK government announced the further easing of lockdown restrictions. Social distancing has been reduced to 1 metre. Groups of up to six people can now meet outside in England as long as they maintain social distancing.

**Play Areas** can reopen but require a risk assessment for each Play Area. A pro-forma risk assessment had been passed to Cllr. Clark for consideration.

## **Village halls:**

[New guidance for village halls \(and other community spaces\) was published on 31st July 2020](#)

This new guidance allows for groups of up to 11 people to meet in a Village Hall so long as adequate social distancing is maintained and a one-way entry and exit system is provided. The Government is currently advising that all parish Council meetings should be held by remote means.

The Clerk advised that his recommendation would be to hold meetings via Zoom for the foreseeable future, as there can be no guarantee of how many Members of the Public might attend thereby pushing the attendee figure beyond the recommendation. Even October might be too early for a physical meeting to be held, particularly if the number of councillors was increased through the co-option process.

### **6.1.2 Meetings of Parish Council:**

The Clerk reported that The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came in to force on 4 April have been revised and updated.

It's been confirmed that Parish Councils can meet remotely to address their Annual Governance & Accountability Return (AGAR) [we have done this already]. The amendments also remove the requirement for an annual parish meeting to be held. [we had postponed ours in any case]

Amendments were also applied to meeting notice provisions, including a requirement for parish councils to send out details of the remote meeting (e.g. the Zoom log in-details) when public notice is given (regulation 13). [we have complied with this]

Physical meetings were being actively discouraged by the National Association of Local Councils (NALC) until further notice. Zoom meetings were preferable; however allowance was also made for Hybrid meetings such as the one we are holding this evening, with some members in a single location and others attending virtually, so long as the public was given an opportunity to attend via the published agenda.

### **6.2 Outstanding actions**

EGS explained that the new village benches were now in situ and seemed to have been received well by villagers. The new residents' noticeboard has now been installed. Planters have been ordered, two by the clock tower next to the benches and one the next to the parish council noticeboard.

EGS reported fly tipping by the bear garage and a potentially dangerous lamppost has been reported. Removal of the boundary adjacent to the Youth Club had been discussed with the residents and notified to Neston Park (the land-owner). The verge on the right between Atworth and Melksham had been cleared by Highways last year making the ditch accessible accessible, but has since overgrown and needs to be cut back again. Clerk to report to the parish steward. Reports of hedges overhanging are to be submitted to the Clerk along with address details so that residents may be contacted. The well location in Purlpit needs weeding prior to the bench

going in. EGS to give the precise location to the Clerk who will inform the Parish Steward. EGS would speak to the contractor for a quote to refresh the five benches in the village.

### 6.3 Traffic issues - update

Wiltshire Council have announced Free online Speed Indicator Device training. The Clerk has alerted potential volunteers in the village who might be interested in following it up.

“We now have free online training for volunteers who wish to be accredited to erect Speed Indicator Devices (SIDs). The course is mandatory learning for anyone wishing to undertake SID deployment and will cover important safety matters including:

- Hazards and risk assessments
- Temporary traffic management
- SID deployment responsibilities
- Self-knowledge check

Anyone wishing to access the training should email [integrated.transport@wiltshire.gov.uk](mailto:integrated.transport@wiltshire.gov.uk) with their name and details of the proposed location of the SID (e.g. town/parish/village or locality). There is a limit to the number of logins that can be provided at any one time, so there may be a wait before you are provided with login details.”

The Clerk reported that a further letter had been received from a resident, who appeared to have evidence that traffic was regularly travelling through the Village in excess of 40mph. A request for further details had not elicited a follow-up. The Clerk had formally requested a Metro-Count on Bath Road via Wiltshire Council, who had acknowledged the request and would be adding it to the worksheet when post-Covid activities began again in September.

177/20 **9. Date of the Next Meeting of Atworth Parish Council**

The next meeting will take place on **23<sup>rd</sup> September 2020**. Dial-in details will be provided by the Clerk.

**Signed**.....

**Date** .....