



## Atworth Parish Council

### Minutes of a Meeting of Atworth Parish Council held on 18th November 2020

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

#### Attended:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Richard Clark (RC) (vice-chairman), Andrew Gooding (AG), Penny Telling (PT), Maddy Palmer (MP), Stephen Walkden (SW), Heather Chaplin (HC), Kathleen Hartley (KH), and David Winnie (DW)

Clerk: Philip McMullen

Cllr. Phil Alford (Wiltshire Council)

Cllr. Trevor Carbin (Wiltshire Council, Holt and Staverton)

#### Ref. Agenda items

##### 222/20 1. Introduction

EGS welcomed those present to the meeting, in particular the guests this evening, Cllrs. Phil Alford (Melksham Without North) and Trevor Carbin (Holt and Staverton) and two members of the public. She had met with Trevor and showed him around Atworth.

##### 223/20 2. Apologies for Absence

No apologies for absence were received on this occasion.

##### 224/20 3. Declarations of Interest

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

Noted that RC is chairman of the VH charity.

##### 225/20 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

#### Reconvene meeting

There was one member of the public in attendance who briefly introduced herself, explaining that she's intending to stand as a candidate for the Unitary Council next year.

##### 226/20 5. To Receive Reports from our partner organisations

##### 227/20 5.1 Wiltshire Councillor

Cllr Alford explained there's a Wiltshire Council meeting coming up shortly to discuss the boundary changes coming next year. It was noted that Atworth Youth Club had been awarded a grant of £5,000 at the most recent Melksham Area Board. Cllr Alford also mentioned the A350 by-pass proposals which could potentially come west rather than east of Melksham.

Details are available via the [Wiltshire Council website](http://www.wiltshire.gov.uk).

**228/20**            5.2    Village Hall committee

RC informed that new tables were in place and that a structural engineer was visiting the VH in the very near future.

MP asked whether it would be possible to raise the issue of refurbishing the tennis courts onto the VH committee agenda. Councillors agreed that the tennis courts are a useful potential facility but there is an unknown cost involved in refurbishing and maintaining them.

**229/20**            5.3    CATG report

MP raised a point about whether gullies were regularly cleared. The Clerk explained that he provided the Parish Steward with a schedule of work on a monthly basis and encouraged Councillors to provide him with details of any potential problem areas.

5.4    Transport Group

[Report received from the Transport sub-group](#)

The transport group reported that they would like at least two SIDs

The Clerk confirmed that a meeting could be held with Wiltshire Council Highways to establish any possible improvements. PT asked for this to be done as soon as possible.

The Clerk reported that Melksham Without PC have been seeking an accredited contractor to deploy the shared SID.

The Clerk was awaiting a response from the Clerk at Broughton Gifford regarding the report on the traffic improvement works that they were undertaking there.

It was agreed that the Clerk should establish a price for painting the village gates white. Idverde are contracted to clean the gates.

EGS thanked the traffic group for an extremely useful report. In view of the issues raised Traffic would be a standing agenda item each month, starting in December.

SW agreed to submit a summary of Parish Council decisions to the village Facebook group once approved by the Clerk, together with a link to the APC website.

5.5    Atworth Youth Club

No report was received from the Youth Club at the meeting this evening.

**230/20**    **6.    Planning Applications**

*Councillors to consider any Planning Applications received*

The Clerk reported that there were no new applications to consider this evening.

The Clerk informed councillors that regarding application 20/00825/NF, which was raised at the previous meeting, Wiltshire Council's Planning Enforcement Officer had investigated and reported back that as there was no breach of planning control, the file on this matter will be closed.

## 231/20 7. Minutes of Previous Meeting

7.1 To consider, approve and sign the minutes of the Parish Council Meeting held in October 2020

RC proposed and PT seconded that the minutes of the October meeting be accepted as a true record and all were in favour.

## 232/20 8. Application for co-option onto the Parish Council.

Councillors to consider applications received following the announcement of co-option opportunities for the vacant post on Atworth Parish Council.

Following a public vote, the application was unanimously approved and there were no abstentions.

The successful applicant was asked to complete the Declaration of Acceptance of Office, which was witnessed by the Clerk, and Cllr. David Winnie was duly welcomed onto the Parish Council.

## 233/20 9. Finance

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

Approvals for the meeting taking place in Nov-20

Date	Payee Name	DD/Chq No	Net £	VAT £	Gross £	Payment Details	Approved By
	Atworth Village Hall	DD	6,000.00	-	6,000.00	Grant for 2020	
	EGS / Poppy Wreath	DD	17.00	-	17.00	Remembrance wreath refund	
	P McM / Amazon	DD	32.95	-	32.95	Colour printer cartridges	
	P McM / Zoom	DD	14.39	-	14.39	Monthly meeting subscription	
			930.84			Grounds Maintenance Works September, October and November (@ £310.28)	
	IdVerde	DD		186.16	1,117.00	3 x planters from Timbertack	
	EGS / planters	DD	100.00	20	120.00	Website updates	
	Xavier G-S / Website	DD	200.00	-	200.00		
	Philip McMullen	DD	545.69	-	545.69	Salary and Office Allowance	
	HMRC	DD	136.42	-	136.42	HMRC income tax for wages	

HC proposed PT seconded and all were in favour of the Approvals list being signed

9.2 Approval to accept Budget Monitoring Statement for November (i.e. to end of October 2020)

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

	Annual Budget	Spend to date	Balance Remaining
<b>Expenditure</b>	£	£	£
CLERKS SALARY	5,600	3,281	2,319
CLERK'S OFFICE EXPENSES	560	328	232
WI VILLAGE CLEAN & TIDY	580	288	292
GENERAL ADMIN	500	109	391
INSURANCE	4,300	3,257	1,043
WALC	500	408	92
SLCC	50	44	6
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	1,551	2,949
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	81	2,919
TREE PLANTING AND WILDINGS	2,000	82	1,918
NOTICE BOARDS	0	-	0
VILLAGE ENHANCEMENTS	1,250	1,596	(346)
CLOCK TOWER	0	-	0
VAT ON PAYMENTS	0	-	0
<b>Total Expenditure</b>	<b>41,090</b>	<b>12,655</b>	<b>28,435</b>
<b>Income</b>	<b>£</b>	<b>£</b>	<b>£</b>
PRECEPT	28,328	28,328	-
B/F from existing balances	12,762	-	12,762
HMRC	-	-	0
VAT refund	-	(679)	679
<b>Total Income</b>	<b>41,090</b>	<b>27,649</b>	<b>13,441</b>
<b>Net Expenditure</b>	<b>-</b>	<b>(14,994)</b>	<b>14,994</b>
<b>Balance Brought Forward</b>	<b>24,378</b>		
<b>Current Balance (Cashbook)</b>	<b>39,372</b>		
<b>Current Balance (Deposit A/c)</b>	<b>-</b>		
<b>-Current Balance (Bank)</b>	<b>39,372</b>		
<i>=Unpresented cheques</i>	<i>£0</i>		

AG proposed DW seconded and all were in favour that the budget monitor was adopted as a true record. Clerk to note that the VAT refund figure shown needs to be corrected next month (*post minute note: this has now been done for the next meeting*)

**234/20 10. Agenda Items**

**10.1 Defibrillator update from SW Ambulance Service**

Councillors were asked to note that our defibrillator is out of warranty in February 2021. EGS explained that we can keep the existing machine, which is checked weekly. When it does eventually fail, we will need to buy a new machine, which would be circa. £1200. (*post minute note: Current model £1,045 + VAT inc. battery + 8 years warranty*) Ambulance Service offered a new one at circa. £1800. RC proposed HC seconded, and all agreed to keep the existing machine and for Clerk to add it to our Asset Register in February 2021

Councillors agreed to the latter proposal unanimously.

**10.2 Councillors to consider the draft Budget for the year 2021/22**

EGS explained that in order to get the precept in on time it's best to get it agreed early. She would therefore take everyone's considerations into account, circulate a draft budget, and we could make a decision at the next meeting.

EGS was asked to provide two possible budgets, one based on no precept increase and a second which included setting aside £10,000 for highways improvements.

MP asked that a new heading is created to cover the costs of a new Parish Plan. The meeting agreed £500 should be set aside for that.

**235/20 11. Chairman's Announcements**

A brief overview of improvements in the Clock Tower area to date was provided by the Chairman.

**236/50 12. Date of the Next Meeting of Atworth Parish Council**

The next scheduled meeting will take place on 16<sup>th</sup> December 2020. Dial-in details will be provided by the Clerk.

**Signed**.....

**Date** .....