

# SWALLOWCLIFFE PARISH COUNCIL

Minutes of the meeting  
held in Swallowcliffe Village Hall  
on **Monday 13<sup>th</sup> January 2019** at 7:00pm

**Present:** Cllr. S Banas (Chairman)  
Cllr. L Boothman  
Cllr. G Blundell  
Cllr. N Cooke  
Cllr. P Willis



**In Attendance:** Simon Pritchard (Parish Clerk)  
Cllr J. Green (Wiltshire Councillor)

**Members of the Public:** 1 (Mr. B Fitzpatrick – Flood Warden)

## Public Participation:

A member of the Public asked for an update on the solar farm screening at the manor, as the panels have been in place for 2 years, but you cannot see any screening. It quite an eyesore. Cllr Blundell reported that several residents had said the same to him, he will contact the enforcement officer to see if a site visit has taken place.

**Action – Cllr Blundell**

Item no:	
57	<b><u>Apologies for Absence:</u></b> None.
58	<b><u>Declaration of Pecuniary Interests &amp; Dispensations:</u></b> Cllr Willis declared an interest in tree application 20/00133/TAC as the owner of the tree but stated that is was not a pecuniary interest. (Agenda item 63)
59	<b><u>Adoption of Minutes:</u></b> <ul style="list-style-type: none"><li>Thursday 10<sup>th</sup> October 2019</li></ul> <p>Cllr Blundell felt that the minutes didn't accurately record what he had said under agenda item 47G. The statement he made was that he thought the Council should honour its promise to parishioners to return the precept to a level equivalent to that which existed before the road safety schemes. Allowing for cost inflation of the period, that would indicate a precept around £4,500.</p> <p><b>The minutes of all the Council meeting 10<sup>th</sup> October were proposed for adoption by Cllr Boothman, seconded by the Chairman and resolved unanimously.</b> The Chairman duly signed the minutes.</p>
60	<b><u>Wiltshire Councillor Jose Green's report:</u></b> Cllr Green chatted with Members touching on various subjects. <ul style="list-style-type: none"><li>The next area board meeting is focusing on youth mental health.</li><li>The next flood working group meeting is the 15<sup>th</sup> January</li><li>Wiltshire Police have the worst record for fining people for speeding in England.</li></ul>

	<ul style="list-style-type: none"> <li>• The PCC, Angus Macpherson won't be standing again this year for re-election.</li> <li>• A reminder to Members to seek her support if the PC is looking for any grant funding.</li> </ul>						
<b>61</b>	<p><b><u>Parish Councillors' report:</u></b></p> <p><b>A Chairman's report &amp; notices:</b> Cllr. S Banas</p> <ul style="list-style-type: none"> <li>• The latest Pump House planning application has been approved by WC.</li> <li>• Fingerpost on green by church refurbished with new lettering. Grant received from Wiltshire Council (WC) of £375.</li> <li>• Sutton Mandeville convey their thanks for the £50 grant towards horse warning signs on A30.</li> <li>• Been trialling "Nextdoor". Nextdoor is a social networking service for neighbourhoods. Seems to meet need expressed at the Annual Parish Meeting for a community noticeboard.</li> <li>• Concern over the two PC noticeboards <ul style="list-style-type: none"> <li>○ West End sodden inside and growing mould</li> <li>○ Noticeboard by Royal Oak needs varnishing</li> </ul> </li> <li>• Budgeting cycle was late this year leading to some confusion over earmarked funds and general reserves. Proposed future budgeting cycle:</li> </ul> <table border="1"> <tr> <td>Jul PC meeting</td><td>Review priorities, preliminary spending plans and forecast. Start estimating.</td></tr> <tr> <td>Oct PC meeting</td><td>Agree spending and 3-year forecast. Allows clerk to produce budget</td></tr> <tr> <td>Jan PC meeting</td><td>Budget and precept agreed</td></tr> </table> <ul style="list-style-type: none"> <li>• Thanks to all for their community work, Councillors, Litter Pickers, Village Hall Committee, Flood Warden, SID helpers and Parochial Church Council (PCC).</li> </ul> <p><b>B The Village Hall committee:</b> Cllr. G Blundell The Hall has £9,000 in the bank. Expect to make a loss this year due to higher than normal expenses. Everything is compliant.</p> <p><b>C SW Wiltshire Council area board:</b> Cllr. S Banas <i>Members are circulated with the minutes</i></p> <ul style="list-style-type: none"> <li>• The Wiltshire Council are offering a £200 reward for any information that leads to a successful prosecution for fly tipping.</li> <li>• Wiltshire Council aim to be carbon neutral by 2030.</li> <li>• Wiltshire Council has been recognised by Friends of the Earth for its green credentials.</li> <li>• A large tree planting program is to take place on Salisbury Plain.</li> </ul> <p><b>D Footpaths, rights of way &amp; transport:</b> Cllr. P Willis</p> <ul style="list-style-type: none"> <li>• A new gate has been installed in Hinkmans field; a good job has been made of it.</li> <li>• The Mill footpath is almost impassable. Needs ditching installing or a raised walkway. Gray area who is responsible for doing so. Has spoken with the landowner who acknowledges the issue, but no guarantee any action will result.</li> <li>• One more gate needs to be done at long field, will cost about £120.</li> </ul> <p><b>E Highways (Inc Parish Steward):</b> Cllr. S Banas</p> <ul style="list-style-type: none"> <li>• Many thanks to Barry Fitzpatrick and Adrian Clarke for their help digging out the ditch by hand between Rose Band and Pole's farm.</li> </ul>	Jul PC meeting	Review priorities, preliminary spending plans and forecast. Start estimating.	Oct PC meeting	Agree spending and 3-year forecast. Allows clerk to produce budget	Jan PC meeting	Budget and precept agreed
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	<ul style="list-style-type: none"> <li>Major gully and ditch clearance were requested and has been undertaken by WC using a gully tanker and small JCB digger. <ul style="list-style-type: none"> <li>A30 ditch &amp; Bottom Road ditch</li> <li>Gulleys <ul style="list-style-type: none"> <li>2 at Bottom Rd</li> <li>3 at Vine Cottage</li> <li>1 Old Forge</li> </ul> </li> <li>Remaining issues – WC following up <ul style="list-style-type: none"> <li>Outside Nut Tree House (Radford's)</li> <li>Outside the Royal Oak.</li> <li>Outside Tanners Brook</li> </ul> </li> </ul> </li> <li>The Parish has had an additional visit by road sweeper to clear mud/debris on roads</li> <li>Parish Steward clearing gullies and ditches of build-up on an ongoing basis</li> <li>Have received assurance from WC that road going out east of Village Hall will be repaired properly and soon.</li> <li>The Village now has the SID for one month on and two months off. Still planning to form a SID team. Thanks to David Morrison for designing and fabricating Improved SID mounting arrangements. Also, thanks to Lu and David Morrison for being part of the recent SID mounting team</li> <li>There will be an underspend on the road improvements budget this year.</li> </ul> <p><b>Recommendations:</b></p> <ul style="list-style-type: none"> <li>Take stock of results of 20 mph limit and SID for 2020/21</li> <li>Return traffic safety underspend for 2019/20 of £1,910 to General Reserves</li> <li>Form Road Safety Steering Team</li> <li>Do not recommend AutoSpeedWatch device without Wiltshire Police acting on speeding information. <ul style="list-style-type: none"> <li>Device and subscription now £549 excl VAT, £658 incl VAT</li> <li>£100 per year connection charge (inc VAT) after first year</li> <li>Advertised as an "Aid to Community Speed Watch (CSW) schemes"</li> </ul> </li> </ul> <p><b>F Local planning &amp; development:</b> Cllr. G Blundell Nothing to report.</p> <p><b>G Financial Policy:</b> Cllr. G Blundell It was noted that on the agenda this was called 'Fiscal Policy' and in the minutes it was called 'Council Finances' – The Clerk ask that Members agree on what they would like it called in all documents. Members agreed it will be called 'Financial Policy'.</p> <p><b>H South-west Wiltshire Community Safety Group:</b> Cllr. N Cooke No meeting held since October – No report.</p> <p><b>I Flood warden / Emergency planning:</b> Cllr. L Boothman &amp; Mr. B Fitzpatrick</p> <ul style="list-style-type: none"> <li>Have covered already what has been done to prevent flooding.</li> <li>The Emergency Plan will be in two parts. A plan for residents of what to do in an emergency and one for the emergency team (with volunteer contacts, etc). Have tried to make the document as small and usable as possible.</li> </ul> <p><b>J Parish Council Website:</b> The Clerk &amp; Cllr Banas The Clerk said there would be no further updates under this item so suggested it was removed from the agenda. The Chairman thanked the Clerk for keeping the new website so up to date.</p> <p><b>K Litter Management:</b> Cllr Boothman</p>
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	<p>Looking to organise a litter pick on a Saturday in March, will let people know nearer the time depending on the weather.</p> <p><b>L Church green bench replacement:</b> Cllr Willis / Cooke No meeting of the PCC has taken place since the last PC meeting. Cllr Cooke felt confident that there would be support for replacing the bench. The current one is dangerous. A replacement cost of £1,000 was floated. The Parish Council don't own the land or the bench, so it would be up to the PCC to agree to any project, the PC is willing to offer financial support.</p>
62	<p><b><u>FINANCE:</u></b></p> <p><b>A To approve payments:</b></p> <ol style="list-style-type: none"> <li>1. S.Banas – SID Brackets - £32.39</li> <li>2. Beckington PC – Software Subscription - £17.00</li> <li>3. S.Pritchard – Annual Salary Payment - £1,337.60</li> <li>4. HMRC – PAYE - £334.40</li> <li>5. S.Pritchard – Clerk's Expenses 2019 - £26.28</li> <li>6. Village Hall – Annual Room Hire (2019) – 120.00</li> <li>7. S.Banas - Ramblers Association Hospitality - £27.75</li> </ol> <p><b>Cllr Blundell proposed that the payments were made, this was seconded by Cllr Boothman and resolved unanimously.</b></p> <p><b>B Bank reconciliation and spend against budget to date:</b> It was noted that some of the figures on the bank rec didn't add up, Cllrs Blundell &amp; The Chairman will investigate at the close of the meeting. <b>Action - Cllr Blundell &amp; The Chairman</b></p>
63	<p><b><u>Planning and Tree Applications:</u></b> A tree application had been received on the day of the meeting; the Chairman decided that the council should resolve upon it.</p> <p><b>Application Ref:</b> 20/00133/TCA</p> <p><b>Application for</b> Work to Trees in a Cons Area</p> <p><b>Proposal:-</b> Pear (T1) - reduce by approximately 4.5 metres in height, to where major limb has split out.</p> <p><b>At:</b> Martin House, Gigant Street, Swallowcliffe, SP3 5PF</p> <p><b>It was proposed by Cllr Blundell that the Parish Council has no objection to the application, seconded by Cllr Cooke and resolved unanimously.</b></p>
64	<p><b><u>Appointment of Internal Auditor 2019/20:</u></b> The Clerk recommended that the Council reappoint Nicola Phillips who clerks 4 parish Councils in North Dorset, last year was the first year she had been appointed.</p> <p><b>It was proposed by Cllr Blundell to appoint Mrs Phillips, seconded by Cllr Boothman and resolved unanimously.</b></p>
65	<p><b><u>BT Phone Box – Notice of Removal - Update:</u></b></p>

	<p>The Clerk reported that the deadline for responses to Wilshire Council was the end of January, so he would know more then. But he saw no reason why WC wouldn't support the PC in objection to the removal of the Phone Box.</p>
66	<p><b><u>Meeting Dates 2020 / 21:</u></b>  The Chairman suggested:</p> <ul style="list-style-type: none"> <li>• May 14<sup>th</sup> – ACM (date already agreed)</li> <li>• July 23<sup>rd</sup></li> <li>• Oct 15<sup>th</sup></li> <li>• Jan 14<sup>th</sup></li> <li>• Mar 18<sup>th</sup></li> <li>• May 13<sup>th</sup> – ACM (STC)</li> </ul> <p>With the Annual Parish Meeting taking place on:</p> <ul style="list-style-type: none"> <li>• April 15<sup>th</sup></li> </ul> <p>It was noted that 2021 was an election year.</p>
67	<p><b><u>Parish Council Precept 2020/21:</u></b>  The Chairman worked his way down the proposed budget lines. It was agreed to increase the 'Footpath Improvements' line to £240 and to delete the 'Local Grants' budget line. Cllr Willis suggested setting the precept at £4,720.00 and putting any excess money into the general reserve.</p> <p><b>It was proposed by the Chairman to set the precept at £4,720.00, seconded by Cllr Boothman and resolved unanimsly.</b></p>
68	<p><b><u>Adoption of Emergency Plan:</u></b>  Cllr Boothman had emailed the final draft to members ahead of the meetings.</p> <p><b>It was proposed by the Chairman to adopt the Document, seconded by Cllr Cooke and resolved unanimously.</b></p>
69	<p><b><u>HR Panel Recommendation:</u></b>  The Clerk offered to leave the room while the Council debated the two recommendations, it was agreed that this wasn't necessary.</p> <p><b>It was proposed by the Chairman that the Council agree to the HR Panel's recommendations and increase the Clerks hourly rate to £12.39 per hour and that the Clerk be able to clam travel expenses for attending meetings, seconded by Cllr Boothman and resolved unanimously.</b></p>

Meeting Closed at 20:58

Signed Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

**Email:** Swallowcliffepc1@gmail.com

**Website:** [www.swallowcliffeparishcouncil.org.uk/](http://www.swallowcliffeparishcouncil.org.uk/)

Next Parish Council Meeting: Thursday 12<sup>th</sup> March 2020 @ 7:00pm

**Annual Parish Meeting: Thursday 2<sup>nd</sup> of April 2020 @ 7:30pm**

