

# SWALLOWCLIFFE PARISH COUNCIL

Minutes of the meeting  
held in Swallowcliffe Village Hall  
on **Thursday 12<sup>th</sup> March 2020** 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)

**Members of the Public:** 1

## Public Participation:

**20/01517/FUL (Springhead):** – The applicant of this planning application attended the meeting to answer any questions that Members may have. A written statement has already been issued to Wiltshire Council. It will be a family home for him, his wife and new baby (due any day now). Currently lives in Tisbury and knew one of the former owners. Wants to make the house as attractive as possible, happy to spend the money to make it so. Clearance of the garden has already started. Had wanted to meet all neighbours before putting in the application but just wasn't possible, is willing to consider adjustments to the planning application.

Members wondered:

- Should the garage have a window in it to help with ventilation?
- Should the north facing side have a window in it to overlook the old church yard?

The applicant also consulted Members as to what they think he should do with the hedge.

The Council would like to see mixed planning take place and recognised that the family will have a need for privacy. Suggestion of a fence wasn't well received.

The applicant promised to provide a photoshop of what the hedge would look like for Members to comment on.

Item no:	
70	<b><u>Apologies for Absence:</u></b> Cllr J. Green (Wiltshire Councillor)
71	<b><u>Declaration of Pecuniary Interests &amp; Dispensations:</u></b> None
72	<b><u>Adoption of Minutes:</u></b> <ul style="list-style-type: none"><li>• Monday 13<sup>th</sup> January 2020</li></ul> <p>The minutes of the Council meeting on the 13<sup>th</sup> January 2020 were proposed for adoption by the Chairman, seconded by Cllr Boothman and resolved unanimously. The Chairman duly signed the minutes.</p>
73	<b><u>Wiltshire Councillor Jose Green's report:</u></b> Not at meeting, no report received.

74	<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 Nextdoor website has been successfully trialled by people in the Village. It is like Facebook and ticks the box for encouraging better communication within the Village. Now need to encourage more residents to sign up. Will promote it at the Annual Parish Meeting.</li> <li>• Many thanks to Cllr Blundell who has been working on the West End noticeboard as it has had damp in it and become quite mouldy.</li> <li>• Planning to attend two flood resilience workshops with the Flood Warden. One at the end of the month, one in April.</li> </ul> <p><b>B The Village Hall committee:</b> Cllr. G Blundell</p> <ul style="list-style-type: none"> <li>• Could be a bit of a better year than previously reported.</li> </ul> <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 community speed watch on Bishopstone have given up as they did not feel that the police were supporting them.</li> <li>• Free defibrillator training for residents is being considered</li> </ul> <p><b>D Footpaths, rights of way &amp; transport:</b> Cllr. P Willis</p> <ul style="list-style-type: none"> <li>• Will try and arrange a meeting to address the issue of The Mill footpath, with the landowner and the Wiltshire Council Footpaths Officer.</li> </ul> <p><b>E Highways (Inc Parish Steward):</b> Cllr. S Banas</p> <ul style="list-style-type: none"> <li>• The Chairman has been out clearing ditches after every heavy rain fall. They do seem to block up each time.</li> <li>• Overhanging trees and mud along Gigant Street and Higgins Lane. Chairman will report to the Highways Officer.</li> <li>• Junction onto the A30 by Post Office Cottage - west fork vision is blocked by overgrowth, will report.</li> <li>• The C316 (east of the Village Hall) has been resurfaced, a letter of thanks has been sent to the Highways Officer.</li> </ul> <p><b>F Local planning &amp; development:</b> Cllr. G Blundell</p> <ul style="list-style-type: none"> <li>• Wiltshire Council Green Infrastructure Survey; has drafted a response on behalf of the Council. There is a survey for residents to fill in as well. A link to this will be delivered with the flyer for the Annual Parish Meeting.</li> <li>• Should the Parish Council plant fruit trees on areas of public land? Recommend discussion at the Annual Parish Meeting. The Chairman offered to find out if the Highways Officer would allow the project. Members supported the principal of the project.</li> </ul> <p style="text-align: right;"><b>Action – Cllr Banas</b></p> <p><b>G Financial Policy:</b> Cllr. G Blundell (Nothing to report)</p> <p><b>H South-west Wiltshire Community Safety Group:</b> Cllr. N Cooke</p> <ul style="list-style-type: none"> <li>• Speeding is still the biggest issue. The Police &amp; Crime commissioner will be attending the Area Board Meetings and will be asked to support speeding initiatives.</li> <li>• Crimestoppers does work, people can anonymously report crime and the police do investigate. Call: 101</li> </ul> <p><b>I Flood warden / Emergency planning:</b> Cllr. L Boothman &amp; Mr. B Fitzpatrick</p>
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	<ul style="list-style-type: none"> <li>There have been a few flood alerts this winter, but as the drains have been kept unblocked the Village has escaped any serious flooding.</li> <li>Cllr Boothman presented members with a paper copy of the Emergency Plan Contacts List. A question was raised as to whether the Emergency Plan should include a plan for a virus pandemic - Cllr Boothman said that it was unclear at this point what role the Parish Council could play.</li> </ul> <p><b>J Litter Management:</b> Cllr Boothman</p> <ul style="list-style-type: none"> <li>Will be having a litter pick on March 28<sup>th</sup> and have produced a poster.</li> </ul> <p><b>K Church green bench replacement:</b> Cllr Willis / Cooke</p> <ul style="list-style-type: none"> <li>The Parochial Church Council have voted not to spend any money a new bench, as the Church building itself needs money spending on it and this needs to take priority. Materials have been purchased in order to try and repair the bench. There was no objection to the notion that the Parish Council facilitate the buying of a new bench. The like for like replacement cost would be around £1,900.</li> </ul>
<b>75</b>	<p><b><u>FINANCE:</u></b></p> <p><b>A <u>To approve payments:</u></b></p> <p>1. S.Banas – Hi-Viz jacket - £24.98</p> <p><b>Cllr Boothman proposed that the payments were made, this was seconded by Cllr Willis and resolved unanimously.</b></p> <p><b>B <u>Bank reconciliation and spend against budget to date:</u></b> Received.</p>
<b>76</b>	<p><b><u>Planning and Tree Applications:</u></b></p> <p><b>A) To receive and resolve upon any local tree &amp; planning applications made to Wiltshire Council:</b></p> <p><b>Application Ref:</b> 20/01517/FUL</p> <p><b>Proposal:-</b> Demolish Garage and rear elements and replace with a two storey side and rear extensions and associated works.</p> <p><b>At:</b> Springhead, Gigant Street, Swallowcliffe, SP3 5PF</p> <p><b>Members resolved to support the application.</b> It was noted that Members would like to see the hedgerow tidied but maintained.</p> <p><b>B) To review the process for dealing with Members applications:</b></p> <p>It was agreed that when the Council receives an application that has been made by a Member of the Council and there is no scheduled meeting for it to be considered, then the Clerk will not use his delegated powers to respond, he will simply inform Wiltshire Council that the application is by a Member of the Council and so the Council will not be issuing a response. If any Member wants to Parish Council to consider the application, then they can request a formal meeting of the Parish Council is held in order to do so.</p>
<b>77</b>	<p><b><u>Annual Parish Meeting Arrangements:</u></b></p>

	Members were concerned about holding a public meeting given that the UK was on the verge of virus pandemic. The Clerk advised Members that the Annual Parish Meeting had to be held by law and had to be held between March and May. It would require central Government to suspend this requirement to enable the meeting to be called off.
78	<p><b><u>2021/2022 Budget &amp; the Annual Meeting:</u></b></p> <p>Projects to be consulted upon at the Annual Parish Meeting:</p> <ul style="list-style-type: none"> <li>• Planting of fruit trees on public land</li> <li>• Village Gateways</li> </ul>
79	<p><b><u>Green Infrastructure and Open Space collaboration and Household Survey:</u></b></p> <p>This had been covered under 74F</p>
80	<p><b><u>Scribe Accounting Software:</u></b></p> <p>The Clerk reported that he uses this software at his other Parish Councils and that given the size of their precepts it was invaluable. However, Swallowcliffe had such a small precept such software wasn't necessary. But it may be that Members wanted the software anyway so that they can be assured that the money was being accounted for in the correct way. The cost is an annual subscription of £123.84 per year. As all the information is stored online it is possible to access the information at any time by any Member wishing to look at the accounts. The Clerk reported that the subscription to the software wouldn't save him any time as the Parish Councils accounts are so simple, it would just be the advantage of knowing that they are done in a way that is approved by internal and external auditors.</p> <p>A comment was made about committing the council to an ongoing cost like this, also that the way the accounts are reported now seemed to work. Members said that they would like to see the software demonstrated, the Clerk agreed to send out a link to the website after the meeting.</p> <p style="text-align: right;"><b>Action – The Clerk</b></p>

Meeting Closed at 20:58

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

**Email:** Swallowcliffepc1@gmail.com

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

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

**Annual Parish Council Meeting: Thursday 14<sup>th</sup> May 2020 @ 7:00pm**

