

# SWALLOWCLIFFE PARISH COUNCIL

## Minutes of the Parish Council Meeting

held in the Village Hall, Swallowcliffe.

on **Thursday 13<sup>th</sup> October 2022** at 7:00pm

**Present:** Cllr. Stephen Banas (Chairman)  
Cllr Patrick Willis  
Cllr. Nigel Cooke



**Members of the Public in Attendance:** Three

### a) **The Village Hall Committee**

- Nick Osborne (Village Hall Treasurer) reported that the Village Hall had £11,654 in the bank. Income will be down this year due to the Jubilee and other fundraising not taking place.

### b) **South-West Wiltshire Council Area Board** - Cllr Banas

- It has been reported that Wiltshire Police require improvement in almost all areas after their "PEEL" inspection.

### c) **Environmental Initiatives** - Ms Boothman

- Agreed that this would be reported under agenda item 34

### d) **Footpaths / Rights of Way** - Cllr Willis

- There is a problem with a local landowner who doesn't have the equipment to clear the footpaths. Have suggested that the Parish Council buy a petrol scythe, would cost at least £1,000. Noted that Wiltshire Council have the responsibility for the footpath's surface, but landowners should be cutting the undergrowth. Working parties of local volunteers were suggested as a more cost effective and community-oriented approach.
- The Parish Council still has access to a £420 grant from Wiltshire Council, expires in December, for four gates. So far only two gates have been used by the landowner. Currently following up with the Wiltshire Council Footpaths Officer to confirm if Wiltshire Council is still planning to charge the Parish Council for supplying the gates. If not, the grant will not be needed.

### e) **Highway Matters (inc LHFIG)** - Cllr Banas

- Common Lane: Have received complaint about cars speeding in the 30mph zone. A traffic survey has been requested.
- The repairing of the road from the church to West End will resume shortly, there will be a road closure.
- The 'not suitable for HGVs' sign will be installed soon on Barbers lane.
- Ringway, the private company that Wiltshire Council use for all road contracts, have increased their prices by 11%
- Ansty Parish Council are requesting a 20mph speed limit.

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Swallowcliffe Parish Council: 13<sup>th</sup> October 2022

Parish Clerk: Simon Pritchard

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

Email: [swallowcliffepc1@gmail.com](mailto:swallowcliffepc1@gmail.com)

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

**f) Heritage and Cultural Landscape (includes AONB) - Mrs Osborne**

There are neither applications for tree felling nor decisions made on tree felling within the parish. Cranbourne Chase currently have a number of vacancies and are inviting applications via their website and, of more relevance to our parishioners they currently have an online Tourism Business survey which might be of interest to those offering accommodation, catering, exhibitions, crafts people. Its aim is to update their Sustainable Visitor Economy Strategy which dates 2012 to 2017. Some of the questions relate to how businesses perceive trading in a post-Covid environment. It is confidential and doesn't identify individual businesses.

**g) South-West Wiltshire Community Safety Group - Cllr Banas**

- AutoSpeedWatch is being trialled by Wiltshire Police in Swindon with a view to it possibly replacing in-person speed watch groups.

**h) Local Planning & Development - Vacant**

**i) Flood Warden - Mr Fitzpatrick**

- Chairman received apologies from Mr Fitzpatrick / Nothing to report.

**j) Emergency Planning**

- Cllr Banas has successfully applied to SSE for a grant towards a generator and a shed to store it in amounting to £4,153. The Village Hall Committee will oversee and own the shed, the Parish Council the generator.

**k) Litter Management - Ms Boothman**

- Village Litter Pick planned for the 15<sup>th</sup> October followed by coffee and cake in the Village Hall.

**l) Wiltshire Councillor's Report - Cllr Najjar**

- (Not at meeting) - No report

**m) Parish Council Chairman's Report:**

- **Framed jubilee picture** (including letter from the Queen) to go on display at the pub before being housed at the Village Hall  
It is planned to plant a **Coronation Tree** - to be dedicated around the time of King Charles III coronation.
- **Phone Box;** Cllr Willis has been trying to remove the old flaking paint, but too much work. Have been quoted that it is at least four days' work for a professional and beyond the scope for volunteers.
- **NatWest:** Are withdrawing their safe custody service, they are holding an item for the Parish Council, presumed to be the Village Hall deeds. The Parish Council's account address will be moved over to the Chairmans to allow Cllr Banas to go and collect the item from the Salisbury branch.
- The next addition of the Village Newsletter will be out soon.

**n) Input from Residents / Councillors on any matters not covered above:**

None

**~ Start of Formal Meeting 19:49 ~**

Item no:	
27	<p><b><u>Apologies for Absence:</u></b> Mr Simon Pritchard (Parish Clerk) - Listened to meeting via handsfree phone on table.</p>
28	<p><b><u>Declarations of Pecuniary Interests &amp; Dispensations:</u></b> None.</p>
29	<p><b><u>Adoption of Minutes:</u></b> The minutes had been circulated to members ahead of the meeting. <b>It was proposed by the Chairman to adopt the minutes Thursday 21st July 2022, seconded by Cllr Cooke and resolved unanimously.</b></p>
30	<p><b><u>Planning &amp; Tree Applications:</u></b> None.</p>
31	<p><b><u>PARISH COUNCIL FINANCE:</u></b></p> <p><b>A. <u>Payments to Authorise:</u></b> a) D'fib Battery - S. Pritchard - £204.00</p> <p><b>It was proposed by the Chairman to approve the payment, seconded by Cllr Cooke and resolved unanimously.</b></p> <p><b>B. <u>Bank Reconciliation, Payments and Spend Against Budget to Date:</u></b> This was received and noted. The Chairman noted that he had a cheque for £220 from the Village Hall committee to pay towards the jubilee expenses costs. The chairman has calculated a £400 underspend by the end of the year based on current assumptions.</p> <p><b>C. <u>Donation Requests:</u></b> To resolve on requests for donations received by the Council. 1. Wiltshire St John Ambulance's</p> <p><b>It was proposed by Cllr Cook to donate £50 to St John Ambulance, seconded by Cllr Willis and resolved unanimously.</b></p> <p>Cllr Willis submitted the framing expense of £129.06 as part of the Jubilee Committee budget This will be on the next agenda.</p>
32	<p><b><u>Co-option of a New Council Member:</u></b> The Parish Council has two vacancies for Parish Council Members. Two applications had been received by the deadline from Mrs Brockway and Mr Osborne</p> <p><b><u>A. Interview of Candidates:</u></b></p>

	<p>The two candidates were invited to make a statement, neither had anything to add to their written application.</p> <p><b>B. <u>Election of New Member(s) of the Parish Council:</u></b></p> <p><b>The Chairman proposed that Amanda Brockway be co-opted onto the Parish Council, seconded by Cllr Cook and resolved unanimously.</b></p> <p><b>The Chairman proposed that Nick Osborne be co-opted onto the Parish Council, seconded by Cllr Cook and resolved unanimously.</b></p> <p><b>C. <u>Declaration of Acceptance of Office:</u></b></p> <p>The two new Members signed their declaration of acceptance of office, this was witnessed by the Chairman.</p>
33	<p><b><u>Change of Parish Clerk &amp; RFO:</u></b></p> <p>a) The Parish Clerk has submitted his resignation to the Chairman in writing. His last day of work will be 31<sup>st</sup> January 2023</p> <p>b) It was agreed to advertise the vacancy on the Parish Council website, WhatsApp, Facebook and the Village noticeboards as well as with WALC. 132 hours a year, overtime by agreement. SCP 1 to 17 depending on experience and skills. Interview panel to be Councillors; Willis, Cooke and Banas.</p>
34	<p><b><u>Environmental Initiatives:</u></b></p> <p><b>a) To consider spending £175 on a Wiltshire Wildlife verbal, walkthrough survey of the Village.</b></p> <p>Ms Boothman reported that upon contacting Wiltshire Wildlife, she had been informed that they no longer offer this service.</p> <p><b>b) To consider supporting a roadside wildflower growing project in the Village and agreeing any budget.</b></p> <p>Ms Boothman suggested spending around £30 on some wildflower seeds for a few locations around the Village.  <b>Cllr Willis proposed a budget of up to £50 for wildflower seeds, seconded by Cllr Brockway and resolved unanimously.</b></p>
35	<p><b><u>Projects for 2023 / 2024:</u></b></p> <p>Some potential projects were suggested.</p> <ul style="list-style-type: none"> <li>• Professional painting of phone box £1,295</li> <li>• Fingerpost maintenance £100</li> <li>• A pedestrian gate £500</li> <li>• A tree to mark the succession of King Charles III £250</li> <li>• Speed reduction measures (undefined amount)</li> </ul>

Meeting Closed at 20:46