

SWALLOWCLIFFE PARISH COUNCIL

Minutes of the Extraordinary Parish Council Meeting

held in the Village Hall, Swallowcliffe.
on **Thursday 29th February 2024** at 7:00pm

Present: Cllr. Stephen Banas (Chairman)
Cllr. Nigel Cooke
Cllr. Amanda Brockway
Cllr. Nick Osborne



In Attendance: Locum Parish Clerk: Mr Simon Pritchard
Four members of the public.

a) Wiltshire Councillor's Report – Cllr Najjar

- Cllr Najjar had sent his apologies

b) The Village Hall Committee – Cllr Osborne

- Nick Osborne (Village Hall Treasurer) reported that the Village Hall had £10,800 in the bank. A smart meter has been installed, energy prices are still on the increase.

c) South-West Wiltshire Council Area Board – Cllr Banas

- The Police gave an update regarding their efforts against speeding. Community Speed Watches have resulted in over 4,000 letters being sent. Police enforcement have issued over 3,000 tickets with 92 court cases.
- Police shifts are now longer to provide better emergency call support.
- 101 calls are now answered in 20 mins (was 1hr). 999 calls now 10 secs.
- Highways England gave a presentation on the A303 Stonehenge upgrade and the required road closure of the A360
- Wiltshire Council Highways gave an update on the poor state of many roads and the amount of work required. £20 million will be spent this year, £30 million next year.

d) Environmental Initiatives – Ms Boothman

- The daffodils are coming out. 615 bulbs planted in the verges around the village.
- A plant swap in April is being organised
- Need to keep an eye on new lighting installations, reference living in a dark skies reserve. Want to circulate a leaflet with the next village newsletter to remind residents to how they should be looking to reduce their lighting. Will use the WhatsApp and email group as well. Also mention at the Annual Parish Meeting in April.

e) Footpaths / Rights of Way – Cllr Brockway

- Cllr Brockway reported that she had received a response to her email of 14/02/24 to the Local Wiltshire Council Countryside Access Officer. Cllr Brockway had raised several footpath/right of way issues. The Officer said that she would investigate signage on SWAL2/EWAK15 when next in the area.
- Cllr Brockway has contacted the landowner of SWAL2 for permission to improve signage with a way marker between SWAL6 and SWAL7. She has put the landowner and Local Wiltshire Council Countryside Access Officer in contact to arrange this.
- The local Wiltshire Council Countryside Access Officer will be in contact in the Spring to discuss improving SWAL2/3/5 with community involvement from volunteers. TBA
- The local Wiltshire Council Countryside Access Officer said she will collect the broken post at SWAL6 when next in the area.

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Website: www.swallowcliffeparishcouncil.org.uk

Email: swallowcliffepc1@gmail.com

Signed: _____ Date: _____

- Cllr Brockway has contacted the landowner of SWAL7 twice about the hazard posed by the ingrown electric fence posts and orange netting across the ground on SWAL7 but with no response.
- Cllr Brockway has reported various other issues via the MyWilts App such as:
 - Electric fence posts and orange netting on SWAL7 (as above)
 - Broken gate and Way marker needed on SWAL7
 - Way marker needed on SWAL10
 - Way marker needed on SWAL13 and overgrowth
 - Tree down across SWAL21
 - Way marker needed on SWAL19

f) Highway Matters (inc LHFIG) – Cllr Banas

- Requested white line renewal by church triangle
- Gully opposite side of road to Royal Oak still not draining well – Week 10th June allocated for the discretionary gully service
- Still waiting for Not Suitable for HGVs signs at the top of Barbers Lane
- Interest from residents to purchase an additional Speed Indicator Device (SID) will be explored at the Annual Parsh Meeting.

g) Village Maintenance Report – Cllr Cooke

- The fingerpost between the Pub and the Church needs painting, trying to find the appropriate trade person to undertake the job.

h) Flood Warden – Mr Fitzpatrick

- Overflowing of ditch on Bottom Road, more of a maintenance issues than anything else. Since attending the Operational Flood Working Group meeting, have now got an undertaking from local highways engineer to send the JCB to dig out. Have supplied Highways with detail information as to what is required.

i) Environmental Initiatives – Ms Boothman

(Agenda item repeated twice – covered already under D above)

j) Parish Council Chairman's Report:

- The Parish Council is currently operating with a locum clerk. He was thanked for all his work bringing things up to speed.
- The council will most likely be able to co-opt a new member after the 7th of March. Can use the Annual Parish Meeting to promote this vacancy, and also the vacancy of Parish Clerk.
- The current editor of the Village Newsletter attended the meeting to confirm his retirement from the role this summer. The council thanked him for all his work over the years.

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

A member of the public had attended the meeting to give a synopsis of a report that he had submitted to the council as to his evaluation of the new Tisbury Local Plan (TisPlan 2) (agenda time 5). Councillors had all received and read the report, a number of points were covered.

The Council thanked the resident for all of his time on compiling the report.

l) Plans for the Annual Parish Meeting:

- The Annual Parish Meeting will take place on Thursday 18th April 2024 starting at 7.30 pm
- It will be advertised in the Village Newsletter
- Councillors agreed it should be as interactive as possible

~ Start of Formal Meeting 20:08 ~

Item no:																	
1	<u>Apologies for Absence:</u> Cllr Najjar (Wiltshire Councillor)																
2	<u>Declarations of Pecuniary Interests & Dispensations:</u> None.																
3	<u>Adoption of Minutes:</u> The minutes and confidential notes had been circulated to members ahead of the meeting. It was proposed by the Chairman to adopt the minutes and confidential notes of Thursday 11th January 2024, seconded by Cllr Cooke and resolved unanimously.																
4	<p><u>Local Planning or Tree Applications made to Wiltshire Council:</u> To receive and comment on any recent applications</p> <table border="1"> <tr> <td>Application No:</td> <td>PL/2024/01987</td> </tr> <tr> <td>Application Type:</td> <td>Notification of proposed works to trees in a conservation area</td> </tr> <tr> <td>Proposal:</td> <td>Large Ash tree is suffering from Ash Die Back. It requires professional pollarding .</td> </tr> <tr> <td>Site Address:</td> <td>MULBERRY COTTAGE, SWALLOWCLIFFE, SALISBURY, SP3 5PA</td> </tr> </table> <p>The council resolved that it had: No Objection</p> <table border="1"> <tr> <td>Application No:</td> <td>PL/2024/01703</td> </tr> <tr> <td>Application Type:</td> <td>Householder planning permission</td> </tr> <tr> <td>Proposal:</td> <td>Demolish existing lean-to and re-form outbuilding to create garages</td> </tr> <tr> <td>Site Address:</td> <td>Rosebank, Swallowcliffe, Salisbury, SP3 5NX</td> </tr> </table> <p>This application has come in after the agenda was issued and members had only been sent this details this morning. It was agreed to carry out a site visit before coming to a decision.</p>	Application No:	PL/2024/01987	Application Type:	Notification of proposed works to trees in a conservation area	Proposal:	Large Ash tree is suffering from Ash Die Back. It requires professional pollarding .	Site Address:	MULBERRY COTTAGE, SWALLOWCLIFFE, SALISBURY, SP3 5PA	Application No:	PL/2024/01703	Application Type:	Householder planning permission	Proposal:	Demolish existing lean-to and re-form outbuilding to create garages	Site Address:	Rosebank, Swallowcliffe, Salisbury, SP3 5NX
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5	<u>Consultation on the Tisbury and West Tisbury Neighbourhood Plan - TisPlan 2:</u> The report submitted by a Swallowcliffe resident was debated, and the most pertinent bits picked out. The Chairman will draft this into a formal response and email out to members before submitting as the parish council's formal response.																
6	<u>Emergency Contact Hub Scheme</u> Members had been sent the information about this scheme ahead of the meeting. It was agreed the Village Hall will be registered as an Emergency Hub with the Parish Council being the contact for information.																
7	<u>PARISH COUNCIL FINANCE:</u>																

	<p>A. <u>End-of-Year Position & Bank Rec 2022-23:</u> To receive the Locum Clerks finding that the Council has incorrectly stated the financial position of council on the audited and adopted 22/23 AGAR (due to two unrepresented cheques being incorrectly accounted for). To receive and adopt an updated back rec for 31st March 2023.</p> <p>It was proposed by the Chairman to adopt the updated bank rec for 2022/23, seconded by Cllr Cooke and resolved unanimously.</p> <p>B. <u>Payments to write off:</u> There are two cheques that haven't cleared from the 22/23 financial year. The Locum Clerk recommends these are formally written off by the council</p> <ul style="list-style-type: none"> ▪ No: 542 – Wilshire Recuse service - £50.00 ▪ No: 550 – SALC - £8.00 <p>C. <u>Missed Payments to Note:</u> The Locum Clerk has identified that the payroll has been running a month behind so there are two more payments still to be made:</p> <ul style="list-style-type: none"> ▪ Mr T. Culver-James – January 24 Salary - £114.31 ▪ HMRC – January 24 PAYE - £28.80 <p>D. <u>Payments to Authorise:</u> To receive and approve the payments list. Payment number 40 to 49 Totalling £1,090.25</p> <p>E. <u>Bank Reconciliation, Payments and Spend Against Budget to Date:</u> To receive and note. Chairman to confirm and sign the bank rec.</p> <p>It was proposed by the Chairman to approve B,C,D and E en masse, seconded by Cllr Brockway and resolved unanimously.</p>
8	<p><u>Appointment of Internal Auditor 2023/24:</u> A few options were suggested. It was proposed by Cllr Osborne to appoint Mrs Nicola Phillips of Motcombe Parish Council as the Internal Auditor, seconded by the Chairman and resolved unanimously.</p>
9	<p><u>Parish Council Vacancy:</u> The Locum Clerk verbally confirmed the process. If 10 residents do not call for an election before the 7th of March, then it will be for the Parish Council to find a new member by co-option.</p>
10	<p><u>Future Meeting Dates:::</u> The next meeting of the Parish Council will be the Annual Council Meeting on Thursday 23rd of May 2024 Further dates agreed as:</p> <ul style="list-style-type: none"> ▪ 11th July 24 ▪ 17th October 24 ▪ 9th January 25

Meeting Closed at 20:57