

Swallowcliffe Annual Parish Meeting

18th April 2024



Agenda

- **Welcome and Introductions – Steve Banas**
- **To receive the minutes of the 2023 Annual Parish Meeting**
- **Emergency Contact Hub Scheme – Wiltshire Council**
- **Parish Council Updates**
 - Chairman's Report: Overview of PC year – Steve Banas
 - Footpaths and Rights of Way – Mandi Brockway
 - Greener and Cleaner Swallowcliffe – Lu Boothman
 - Flood Warden Update – Barry Fitzpatrick

Agenda (cont)

- **Reports / Updates from Local Organisations**
 - St Peter's Church - Rex Stephenson
 - Almshouse Trust – Steve Whittingham
- **Royal Oak Update**
- **Village Hall Committee Update – Gerry Blundell**
- **Open Forum**
 - Residents are invited to talk about any matter affecting the village

Meeting Purpose

- Held yearly
 - To report on the activities of the village and Parish Council
 - Obtain feedback from the community
 - All Town and Parish Councils throughout England are required by law to hold an Annual Parish Meeting, which must take place between 1 March and the 1 June (inclusive).



Emergency Contact Hubs

Chris Manuel – Community Resilience
Camella Town – National Power Outage
Officer



Wiltshire & Swindon Prepared

Overview of the PC Year

Steve Banas



Parish Council Team

| Name | Role | Focus Area |
|-----------------|----------------------------|--|
| Stephen Banas | Councillor | PC Chairman, Highways, Defibrillator, HR, Rep for: SWW Area Board, LHFIG |
| Nick Osborne | Councillor | Village Hall Rep to PC |
| Nigel Cooke | Councillor | Village Maintenance, HR |
| Mandi Brockway | Councillor | Footpaths and Rights of Way |
| <i>Vacant</i> | <i>Councillor</i> | |
| Simon Pritchard | Locum Parish Council Clerk | Administration, Compliance, PC Website |

Parish Council Team (cont)

| Name | Role | Responsibilities |
|-------------------|-----------------------------|---|
| Lu Boothman | Environmental Initiatives | Greener and Cleaner Swallowcliffe |
| Barry Fitzpatrick | Flood Warden | Flood Warden, Village Website |
| Nabil Najjar | Wiltshire County Councillor | Fovant and Chalke Valley Division; Chair SWW Area Board, Southern Area Planning Committee |

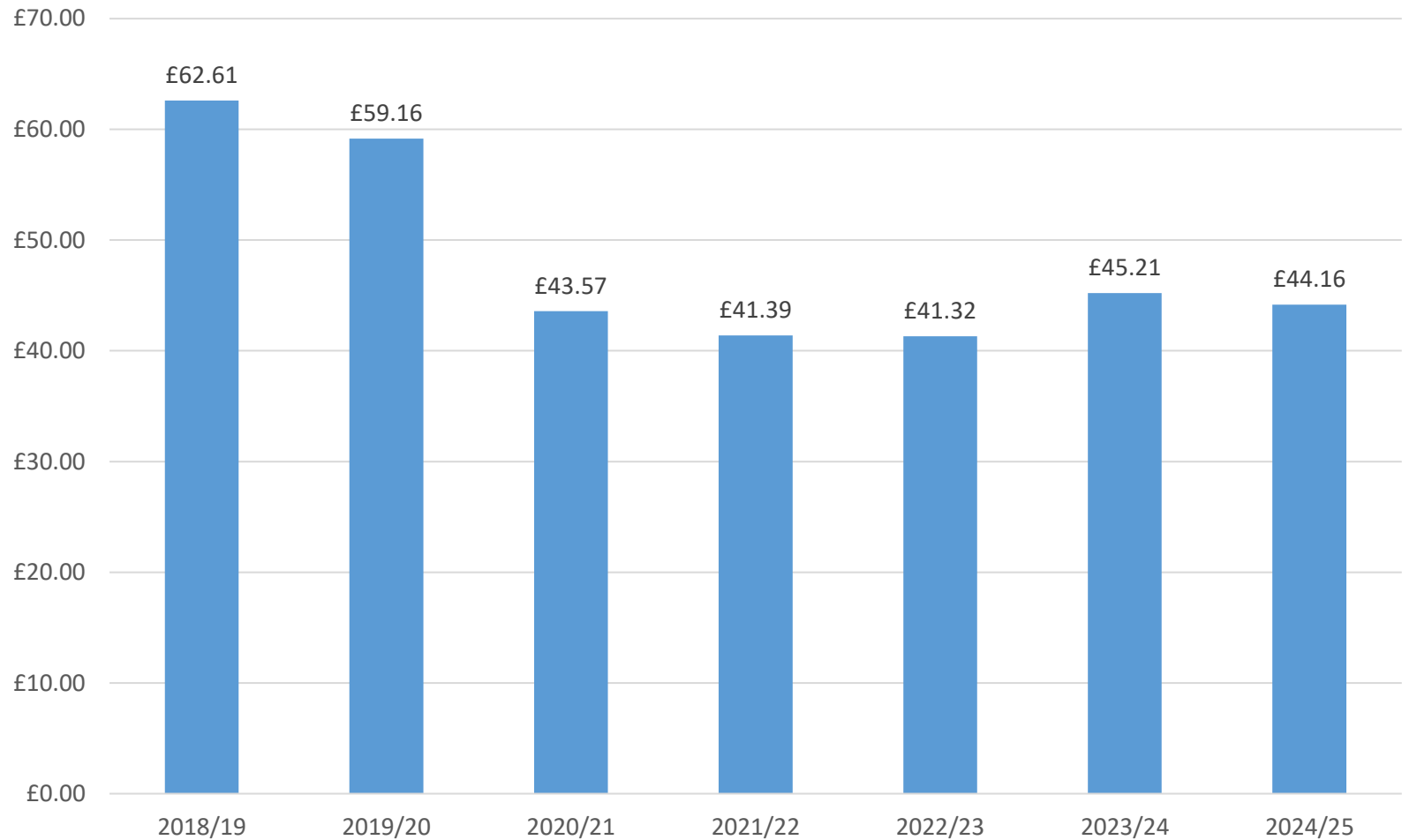
Communications Group

| Name | Responsibilities |
|---------------------------|--|
| Stephen Banas PC Clerk | Coordination, PC Liaison (Funding) <i>swallowcliffeparishcouncil.org.uk</i> website |
| Susie Blundell | "Swallowcliffe" WhatsApp Group, Newcomer Welcome Pack |
| Claire Bourne | Facebook " <i>Swallowcliffe Community Group</i> " |
| Vacant | Swallowcliffe Newsletter Editor |
| Barry Fitzpatrick | Village Facebook, Swallowcliffe Village website: <i>swallowcliffevillage.uk</i> |
| Caroline Willis | Village Email Group |

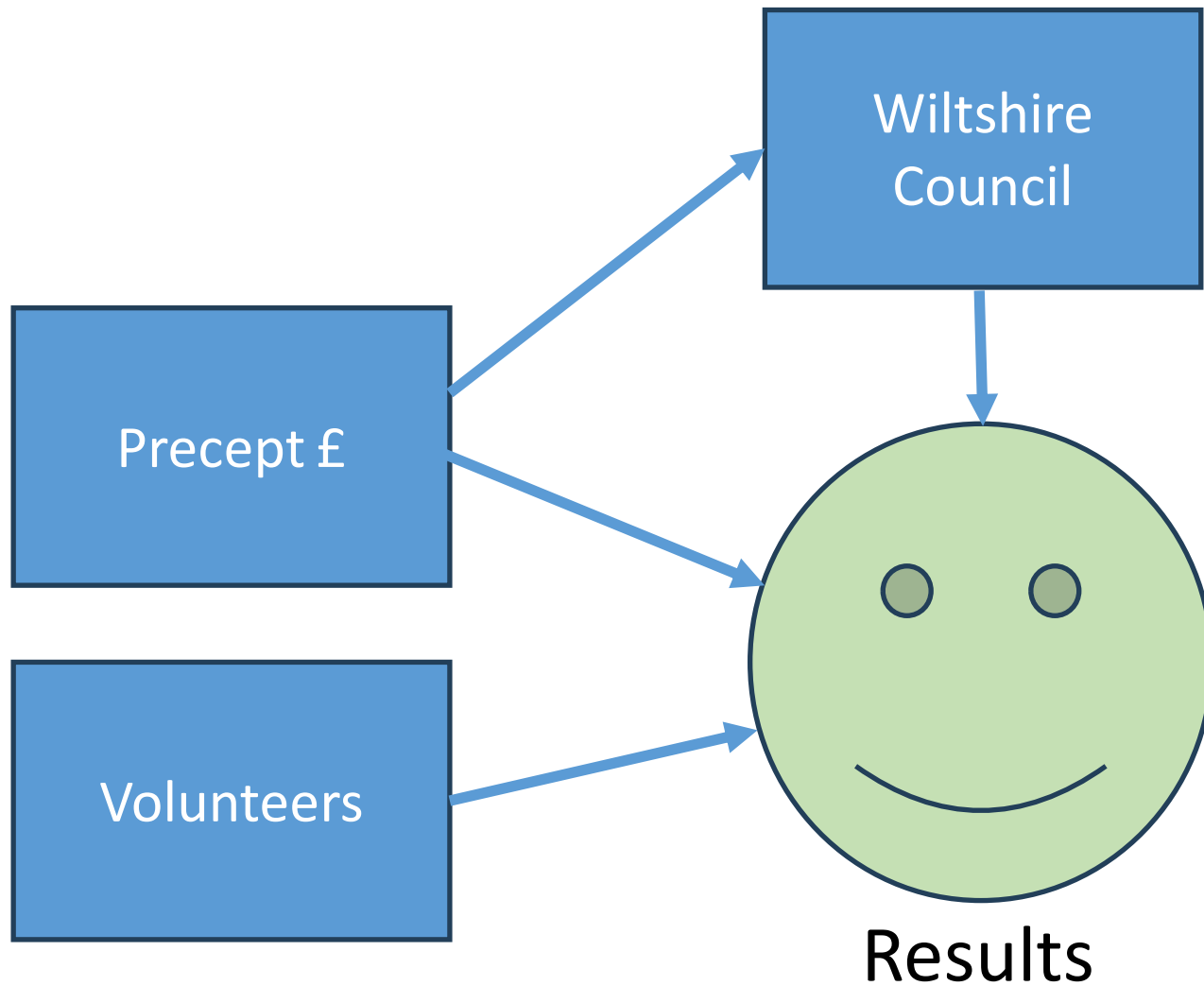


Resident Council Tax Contribution

Band D



How it works



What's been happening

- Emergency Generator, Wiring and Equipment for Village Hall
- Tree and overgrowth removed on A30 junction
- Phone Box refurbished and kitted out
- Dark Skies Talk
- Defibrillator checks, maintenance and training for pub staff
- Newsletter, Welcome Pack, Websites
- Footpaths Improvements
- Speed Indicator Device Operations
- Litter Picks and Flower Planting
- Flood Mitigation
- Planning Applications



A30 Junction Visibility Improvements

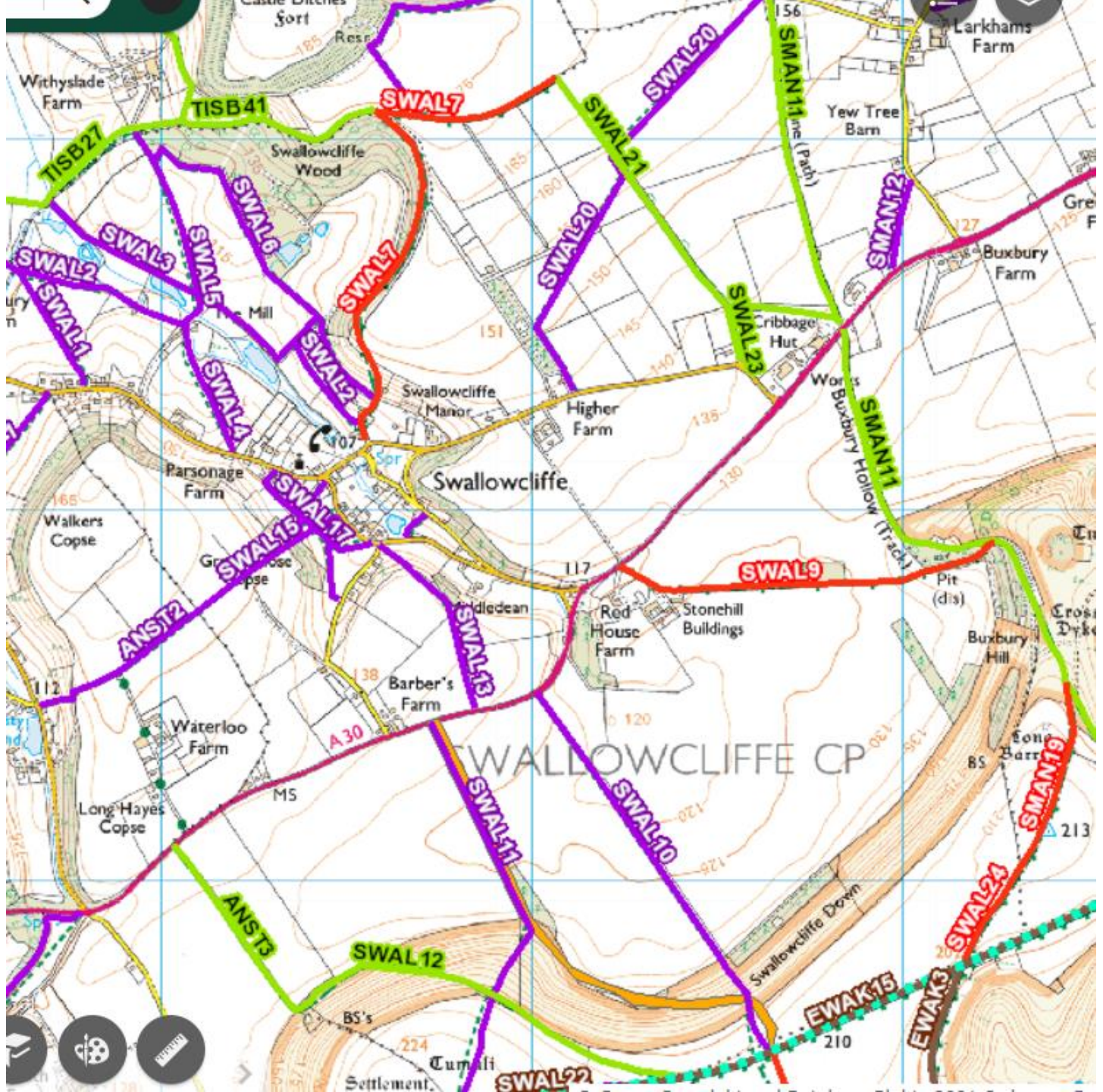


Emergency Generator and Equipment for Village Hall





Footpaths and Rights of Way (Mandi Brockway)



Additional Speed Indicator Device (SID)?



ElanCity 



Your Parish Council Needs You!

Vacancies

- Councillor
 - 5 PC Meetings per year plus Village Meeting
 - Interest in village affairs and improvements
 - Voice on Planning Applications
- Parish Clerk
 - Oversees PC affairs administratively and financially
 - Approx 2.5 hours per week on average (132 hours per year)
 - Comfortable with Microsoft Word, Email
 - Laptop provided
 - Remuneration in line with skills, experience and government pay scales

Greener & Cleaner Swallowcliffe

Lu
Boothman



Flood Warden Update

Barry Fitzpatrick



Updates from Village Organizations

- St Peter's Church (Rex Stephenson)
- Almshouse Trust (Steve Whittingham)
- Others





St Peter's Church Update

(Rex Stephenson)



Almshouse Trust

(Steve Whittingham)

Other Updates





PLANT SWAP

SATURDAY 20TH APRIL
AT SWALLOWCLIFFE VILLAGE HALL

Starting time 14:00 End 17:00

Plants can be dropped off from 12:00

Swapping will take place from 14:00 – 15:30, plants will be sold thereafter

Please label plants, ideally with indications such as annual/perennial, maybe height and any info you wish

Please bring your own carrier bags



Village Hall

(Gerry Blundell – Village Hall Committee Chairman)

Village Hall Committee

| Member | Role |
|-----------------|-------------|
| Gerry Blundell | Chair |
| Nick Osborne | Treasurer |
| Shirley Banas | Secretary |
| Caroline Willis | Bookings |
| Steve Martel | Maintenance |
| Adrian Clarke | 50/50 Club |

Open Forum



Residents are invited to talk about any matter affecting the parish

Thank you for attending!



Emergency Contact Hubs

Chris Manuel – Community Resilience
Camella Town – National Power Outage
Officer



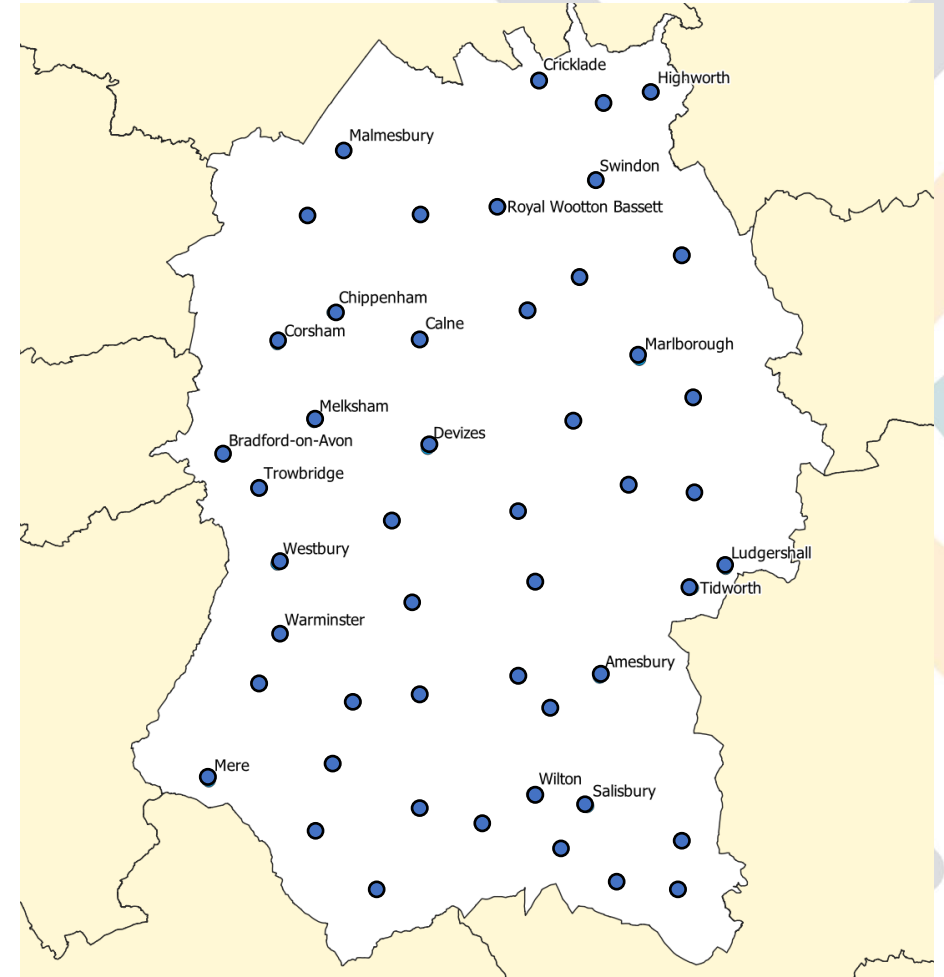
Wiltshire & Swindon Prepared

What are we trying to solve/ Why are we doing this?

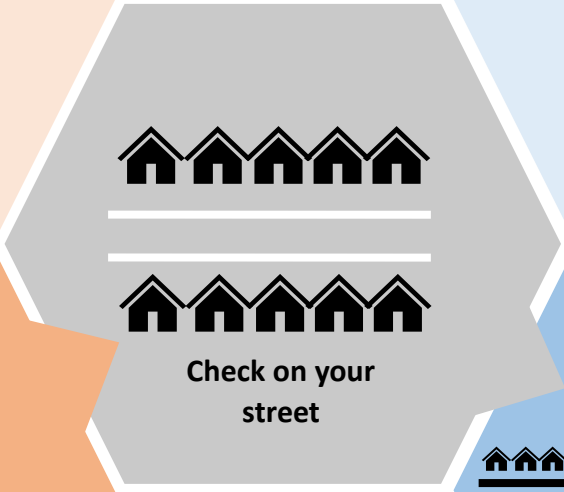
- Gap between Responding Agencies and Communities
- A need to focus on Whole Society Resilience
- Put something in place in communities where there's no defined 'community emergency group'
- Communities want to help
- Keeping going the good work from Communities in Covid
- Wide variety of incidents we've had



What is our solution?

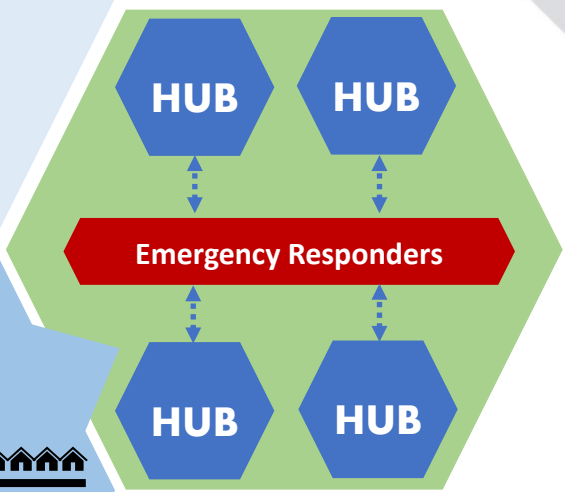
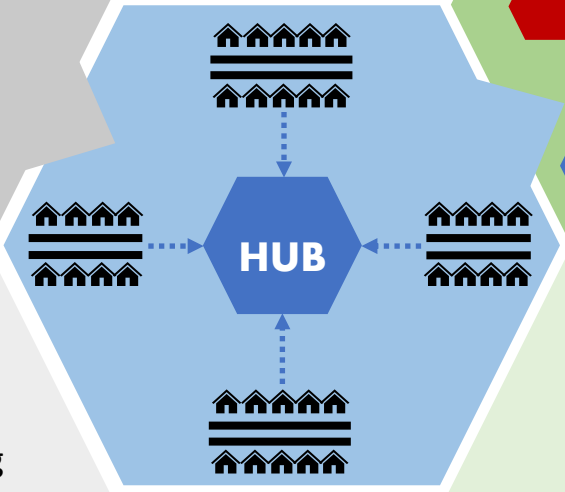


Step 1
Solve any problems at home first and then check on any neighbours.



Step 2
Check the surrounding streets to see if anyone locally needs any help.

Step 3
Hubs are a place for the community to come together and coordinate their response.



Step 4
When there is help required that the community cannot do itself, contact the responding agencies.





**Any Kind of
Building**

Defined Community Emergency Group?

- In short you don't need a defined Community Emergency Group
- Works on the basis that the community might not know one-another
- There is no community sign up required



Risks this covers?

Everything!

- Floods
- Snow
- Storms
- Fires
- Power Cuts
- Displaced People



How it works for the community



Hub Supervisor

Information Officer

Receptionist

Public Information Officer

Welfare Officer

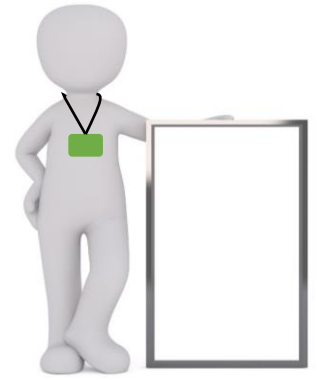
Needs and Offers Officer

Facilities Management

SUPERVISOR



EMERGENCY CONTACT HUB



INFORMATION OFFICER



EMERGENCY CONTACT HUB

SUPERVISOR

- Oversight - allocate volunteers to suit skill sets.
- Resources & Welfare – equipment and people.
- Record keeping - register of volunteers, meetings, and decisions.
- Opening and closing the hub.

EMERGENCY CONTACT HUB

NEEDS AND OFFERS OFFICER



EMERGENCY CONTACT HUB

INFORMATION OFFICER

- Situation Board – key information, maps of the area and details on weather and utilities.
- Keep tabs on situational information, any of the community you've not heard from?
- Manage information and volunteers – you are the source for information.

EMERGENCY CONTACT HUB



NEEDS AND OFFERS OFFICER

- Address life threatening needs immediately.
- Boards – record any need and offers on the needs and offers boards.
- Matching – match offers of help for anyone in need.

EMERGENCY CONTACT HUB



Community Owned,

Community Run

Community Driven and

Community Decisions

Link in with the Responders

- All responders trained on the scheme
- Written into plans and processes
- Health Care staff visit the site
- PCSO's regularly 'pop in'
- Utilities use for information and distribution
- Communications



Link with other plans and processes

This can be the one stop shop for Emergencies

- Warm Hub
- Cold Hub
- Evacuation Point
- Water distribution sites



Communications



Example of when a hub might be used

Power Outage

- Community comes together to help one another.
- Community uses hub to assist with helping vulnerable (identifying and assisting).
- Community shares out any torches and lights to most vulnerable.
- Community utilises any heating resources for the hubs to keep as many warm as possible.
- Community works together to solve any local issues deemed appropriate for community response.
- Community can liaise with Power company and responders on site.

For more information please visit:
wiltshireandswindonprepared.org.uk/emergency-contact-hubs

EMERGENCY Contact Hub

Community Owned
Community Run
Community Driven



EMERGENCY Contact Hub



This venue is an: **EMERGENCY Contact Hub**

Scan the QR code for more information on Emergency Contact Hubs or visit:
wiltshireandswindonprepared.org.uk/emergency-contact-hubs



NEWS

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Wiltshire emergency hub plans recommended to councils

24 March



What is an Emergency Contact Hub?



In a disaster or emergency widespread damage to utilities, buildings, trees and roads are likely to cause issues across the county.

What's might you find at the Emergency Contact Hub?

- Warmth and shelter.
- Welfare provision (anything from a friendly face, someone to talk too, or a cup of coffee).
- Resources and volunteers to help respond locally in an incident.
- A pathway into the emergency services/ responding agencies.
- Coordination of the incident locally.

How will the public know about the hubs?

Your local newspaper, magazine, noticeboard, website, or social media should have the highlighted destination for the hub. The building will also have a sticker in the window.

If the hub becomes active in an incident, it is up to your own community to publicise this, however any notification of activation will be published on the corresponding Local Authorities web page as well.

How are they run?

Our emergency services will be dealing with the most urgent concerns, so your local community will be the most immediate source of support and help.

Its run by your community members. Some communities have a small emergency group who will initially enact the hub, but others will be run by anyone that turns up at them. Anyone in the community can help run or open them up.

When do the hubs open?


The hubs are only opened when the community feel the need in an emergency. You do not need authorisation from emergency responders.

Every hub has a pack that highlights some possible volunteer roles and a layout for the hub, but it's up to you how you and your community decide to operate it. There are no strict rules.

The hubs are designed for everyone, those that want to help out and those that need help.

For more information please visit:
wiltshireandswindonprepared.org.uk/emergency-contact-hubs

or scan here




EMERGENCY Contact Hub

What is an Emergency Contact Hub?



In a disaster/emergency widespread damage to utilities, buildings, trees and roads are likely to cause issues across the county.



Our emergency services will be dealing with the most urgent concerns, so your local community will be the most immediate source of support and help.

An Emergency Contact Hub is your communities place to go and help one another in an emergency. They are fitted around whatever your community wants them to be, but primarily they are designed so that community members can help themselves, but also have a link to the emergency services in your local area.

your Emergency Contact Hub is:



Scan for more information on Emergency Contact Hubs



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Emergency hubs for major disasters to be set up in Wiltshire

21st March

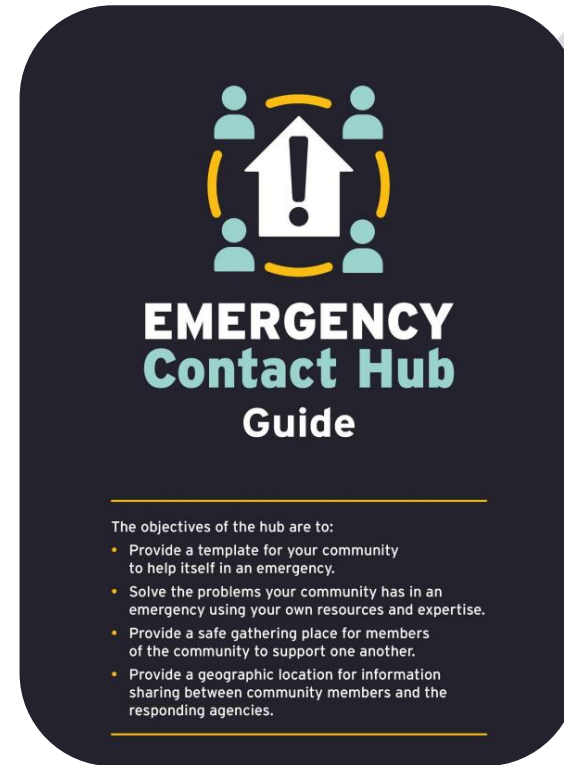
EMERGENCY LOCAL GOVERNMENT



Packs

Every hubs gets:

- Hub Guide
- Map of area
- Lanyards and role cards
- FAQs
- Log book
- Sticker for the window
- Posters



Costs?

- Very little
- Costs for:
 - Lanyards
 - Window Stickers
 - Printing of:
 - Logbooks, Posters,
 - Guide, Role cards,
 - Maps



Thank You

- Chris Manuel
- Camella Town
- wiltshireandswindonprepared@wiltshire.gov.uk



The Royal Oak, Swallowcliffe – Annual Parish Village Meeting 18/04/2024

Firstly apologies I can't be there in person but I am enjoying quality wine and cheeses as we speak as part of my birthday celebration, so not too sorry if completely honest.

Yet again, a huge thank you to everyone in the village and immediate surrounding area for your ongoing commitment and support of The Royal Oak, let me tell you, it matters more than ever.

Past Year:

The pub has enjoyed another successful FY with regards turnover/income when following last year when the pub took for the first time just over 1 million in gross sales, we are proud to say 2023 we took just over 1 million in Nett sales. Profit remains another story, if I were to deliver more detail as you sat as an investor on the TV show Dragons Den you would definitely be echoing the words of Duncan Ballantine ... “ Arrrm Ooot!”

Again Summer 2023 saw a fairly healthy lift due to reasonable weather especially in the earlier summer months culminating in a fabulous August BH Sunday afternoon/evening watching my good friends 'The Daybreakers' entertain us all whilst we tucked into the finest Turkish Bazlama flatbreads created from our New Food Trailer ...A great event culminating in our best ever days take.

Pétanque grew in popularity and certainly increased bar revenue in the midweek evenings plus we had our first team success when the 'Acorns' took the divisional league title ... WELL DONE ACORNS!! This increased our trophies in our trophy room to ONE! Further successes this year I am sure!

The Autumn was as ever fairly tough but we did see an increase on previous FY over the months of September, October and November.

With our now famous giant Christmas tree watching over our every move Christmas 2023 was a great success and with the excellent work the housekeeping team do decorating the interior of the pub, I do believe we remain the best looking Christmas pub in the surrounding area.

An incredibly well supported Christmas Charity Quiz Night saw our pub raise just under £800 for 'Julias House' children's hospice ... well done all.

And ... Our first ever 'Rock into Christmas' live music event was very well received and I think it was fair to say we all had a cracking night with 'The Daybreakers' once again, bracing the cold but assisted by the serving of mulled wine and cider and hot pork baps. Thank you to everyone who got involved setting up and taking down with special mention to Patrick Willis and Steve Radford for the offer and use of marquees and I have to say the 2 stars of the install team Steve Martell and Chris Sharp who worked long and tirelessly and way beyond the call of duty ... cheers my good friends!

Our team again enjoyed looking after you all at the the annual Village Christmas evening and hope you all enjoyed yourselves, we look forward to the get together again in December 2024.

We feel we deliver the bigger functions and get togethers as well as anyone, especially considering the quality and structure of our food offer, something the kitchen team will not compromise on especially since Jonnys return, and I feel this is emphasised by the support of you villagers who have continually entrusted your special occasions with us on many occasions over my time here ... these are never easy but please keep trusting

January to March has been pretty successful and we enjoyed a YOY (year on year) increase of 18% for this period 2024 ... our room sales this period took a drop versus the previous years early quarter

but we still eclipsed overall turnover for the period. The lunchtime offer was incredibly well received and hats off to Jonny for delivering a very attractive tasty and doable offer.

There has been even further unavoidable financial increases/challenges this year ... what we in the trade call 'Uncontrollables' which sees further trimming and squeezing in all areas. The pressures which are nationally felt will see the closing of a lot more hostelrys over the coming months especially those situated 'off the beaten track' ... OURS WILL NOT BE ONE OF THEM

Please continue to support ... We need you all.

Upkeep :

- Car park pot holes will once again be dealt with in the next few weeks, this is obviously an ongoing pain but believe me the quotes we have had to "permanently" resolve are currently beyond the realms of possibility. We have a new solution in theory but I am reluctant to discuss until we have at least tried it out properly ...watch this space!
- As discussed earlier The new Investment of the 'Food Trailer' meant structural changes to our fencing but a different look to the garden and more external events to look forward to.
- Still no commitment to start work on the stone outbuilding but we have been discussing this a lot especially as our car park takes a further battering through increased business so the leaning is towards removal and increasing space so once again watch this space!
- As last year the external back garden chairs and tables have been stacked and repositioned as we are once again having to concentrate our efforts on trying to improve the grassed area to the rear of the property which has certainly taken a battering over the summer months, autumn leaf fall and indeed winter frosts ... Once again a huge thank you to The Bright family, Chris especially for their advice and assistance with this area and ongoing monitoring and tending to the lawn it really is appreciated. We are lucky they know a little bit about seeding Its definitely WHO YOU KNOW!
- Behind the scenes money has been spent ... we have removed some old external freezers and revamped an adjoining store and fitted more compact shelving and invested in 2 new high tec upright freezers. Our old grease trap (believe me a very necessary piece of equipment for those who haven't got a clue what I'm talking about has been replaced with a self-cleaning and again high tech model again at great expense. We have revamped our online booking system for our letting rooms with modern more detailed software and are currently doing similar with our card payments system.

People :

As in any business people come and people go and we feel at the Oak we have been lucky to consistently have a really positive and capable team but there always has to be some special mentions ...

- Kezia and Harry departed recently to try new challenges. A couple who have worked tirelessly and selflessly to build and nurture The Royal Oak to its current success. It is fair to say that they are as much a part of the success of this pub as anyone has ever been or perhaps ever will and we thank them from the bottom of our hearts and wish them every success for the future.
- Gary has joined us as Kezia's replacement. Gary has a lot of experience and know how and you may have already noticed one of his greatest strengths is his attention to detail around the pub.
- Guy will also depart soon to move on to a bigger and more demanding challenge. I know he is loved and respected by a lot of the villages and will be sadly missed. We wish him huge success going forward ...perhaps a surprise send of may be on the cards ...will keep you all posted!

What's ahead...

- Come and Support or get involved with Pétanque this coming summer season, it really is the only proper sports team/teams that represent our wonderful village.
- Quiz Night continues to thrive and remains one of our busiest evenings each month so thank you to all in the village who show up each first Monday of the month. Please support where you can. And well done to the prominent Village team on their continued commitment to the challenge as I know some of the areas of the quiz don't suit you sometimes, but 3rd place in April ... onwards and upwards!
- We are looking to welcome back our friends 'The Daybreakers' and support for 'Gig In The Garden Again' on Sunday 26th May when the food trailer will again be in operation. And then August BH with 'Gig In The Garden Some More' on Sunday 25th August ... Save the Dates!

If anyone needs further information from me or the pub or indeed if you have ideas, upcoming celebrations or functions please do not hesitate in contacting me/pub

Thanks again all of you this is a fabulous little community and am proud to be a part of it.

I am sorry again I cant be there tonight ... Damn this incredibly creamy Dolcelatte cheese and this large glass of 2017 Barolo !

Chris

St Peters Church Update

2023 was another successful and full year in which we maintained a healthy level of services. In total 53 services which included two weddings, one happy baptism and one funeral. Highlights were Plough Sunday, a family service on Mothering Sunday, 'beating the Parish boundary' on Rogation Sunday, a fabulous Harvest Festival and Harvest Lunch in the village hall, followed by a successful auction of produce with Alex Biddulph being the amazing auctioneer and all proceeds going to Salisbury food banks. We celebrated the King's Coronation with a special Sing for the King Service and Ring for the King on the bells. We held a special Remembrance Sunday service at which we blessed the newly installed memorial marker given by the Commonwealth War Graves Commission at the Wargrave of Capt Percy Noade RE. We also commemorated Private Percy Tanner's memorial stone in the graveyard which is a broken column reflecting a young man cut down in his prime. He is buried in Gallipoli in Turkey. We ended the year with a very successful candle lit carol service with the choir singing carols. The Reverend Graham Southgate took his last service in Saint Peter's church at the candlelit Midnight Mass service after 12 years of being Rector. He has moved to East Stour. Beth Porter Wright and her flower arrangers made some stunning floral displays. Many thanks. Nigel Cooke and Patrick Willis looked after the graveyards and we had a well-attended Spring clean clearing the graveyard. Nigel also arranged the grass cutting rota both in the churchyard and in the old churchyard by the pub. Many thanks to all who did this. Caroline Willis arranged a successful programme of fundraising events which included two well attended quiz and curry nights and a hastily rearranged and great summer fete. Patrick ran another successful Hymns and Pimms service. I looked after the fabric of the church. In addition to the in-year maintenance tests and inspections, we repaired the boundary wall which had collapsed, undertook the annual servicing of our bells and attempted to improve the PA system in the church by installing a Bluetooth receiver to assist amplified streamed music. Every five years the church is inspected by our Ecclesiastical Architect and the 2023 Quinquennial Review report stated that the church remains in very good condition and is well cared for. The Friends of Swallowcliffe continued to support the maintenance of the fabric of the church for which we are extremely grateful.

All of this sounds good on the surface but we have now lost our Rector who will not be replaced. We are unable to pay fully annual share of £14,000 which goes towards the payment of the clergy and the ministry. Many other churches are in the same position. Our attendance is down overall and we are struggling to attract volunteers to help run the church. You will have read in newspapers the difficulties that rural parishes have within the Church of England and Salisbury diocese is no different. There have been recent meetings to discuss how to sort this out and one proposal is to cut the Benefice in half. There are currently 15 churches in the Benefice and they propose to divide it in half making two new smaller Benefices. In addition there is a proposal to turn under performing churches into festival churches. Rather than close them, they remain open just for Easter and Christmas and perhaps the odd wedding or funeral. There are not enough priests to run our lovely churches, there is insufficient money to have a new Rector, numbers are dwindling and PCC members are getting older. The old adage Use it or Lose It applies here. This is my 30th year on the PCC and I will be standing down this year. We need more younger members on the PCC. The Church is always open thanks to Janet and Chris Fenton to be

used for quiet reflection and prayer so please use it. It can be hired for most occasions if you want to use it for something different. Our Annual Meeting is on Monday 22 April at 7pm in the Church. Any questions. If not, many thanks Rex

Swallowcliffe Annual Parish Meeting

18th April 2024



Minutes

- 32 in attendance
- Summary of Attendee Feedback
 - Newsletter should be continued in present two-sided format as opposed to four sides
 - Unanimous support for purchasing an additional SID (£3000+) by increasing residents' contributions to PC component of council tax
 - David Morrison thanked for his contributions to the Village Hall Committee and Almshouse Trust
 - Strong support for “village stomp” footpath maintenance
- Presentation materials available:
 - PC presentation: Swallowcliffe Annual Parish Meeting 2024 PC Presentation
 - Emergency Contact Hub: WSLRF - Emergency Contact Hubs - NCSR Presentation v1.1
 - St Peters Church: St Peters Church Update for APM
 - Royal Oak Update: Royal Oak - Swallowcliffe APM 2024