

Minutes of the Meeting of Worton Parish Council held on Monday 4 June 2018 in Worton Village Hall at 7.30pm.

Present: Cllr Barry Devine (BD) (Chairman); Cllr Mark Fisher (MF); Cllr Robert Goss (RG); (DJ); Cllr Malcolm Powell (MP); Cllr Philip Salaman (PS); Cllr Nick Stokes (NS); Cllr Richard Slack (RS)
Also present: Cllr Richard Gamble (RiG); Liz Starling (Clerk)

Apologies: Cllr David Johnson (Vice-Chairman); Cllr Dicky Parsons (DP)

30/18/19	Welcome and Apologies: The Chairman welcomed Councillors and received apologies.
31/18/19	Declaration of Members' Interests: There were no declarations of interest registered.
32/18/19	Minutes of meeting held on 14 May 2018: It was agreed by all that the minutes be signed as an accurate record. It was noted that David Edsell was responsible for strimming Back Lane and thanks were given to him for doing this.
33/18/19	Chairman's Announcements: An appraisal meeting has been held with the clerk. The Annual Parish Meeting went well although number attending were not so good..
34/18/19	In view of the confidential nature of item 16 to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, in order to discuss the item: BD proposed, MP seconded and all agreed that a resolution be passed to exclude the press and public from the meeting for item 16 of the agenda.
35/18/19	Wiltshire Councillor's Report: RiG thanked the Parish Council for letting him attend the Annual Parish Meeting at which there were some very helpful comments. He has received correspondence concerning flooding outside 76 High Street which he has passed to the highway engineer. Please let RiG know of any other issues. Worth discussing with the Parish Steward as well. There is another Parish Council meeting before the next Area Board and he will brief on the proposed agenda items then.
	The Chairman declared that the meeting was temporarily suspended to allow for an open session for 15 minutes where members of the public may make representations, answer questions and give evidence in respect of the business on the agenda. No members of the public and nothing raised. There were no further comments from the public therefore the Chairman closed the Open Session.
36/18/19	Open Gardens Event 23/24 June 2018: The Gardening Club has asked the Parish Council to support this event. NS proposed, MF seconded. All agreed
37/18/19	Grounds maintenance – Sandlease Bank Sandlease Bank has not had remaining vegetation burnt off yet due to adverse

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	<p>weather conditions; this will be done before the end of June. Ways of controlling the growth of weeds was discussed and one option was the possible grazing of the land between now and November when the commemorative trees will be planted. RG will look at land, security of fencing etc to see if this is feasible.</p>																			
38/18/19	<p>Parish Council Documents:</p> <p>1. Standing Orders have been updated in line with the NALC 2018 model version. It was agreed that a meeting shall not exceed a period of 2 hours (para 2(y)); that paragraphs in bold should be normal type; paragraphs 19 (f) and (g) removed as only applicable to larger councils. RS proposed and MP seconded that the Standing Orders be approved – all agreed. The clerk was asked to clarify sub paragraphs (l) and (m) of paragraph 2 Meetings Generally, as it was felt that these paragraphs contradicted each other in that the first said oral reports and commentaries were permitted, whilst the second said that oral reports and commentaries may not be provided without permission. Clarification is: <i>Standing order (l) refers to the public question time/session which is not classed as the actual meeting of the council. Standing order (m) refers to the business of the meeting when it is not open for members of the public to speak.</i></p> <p>2. Financial Regulations have been amended to include an authority to spend of up to £500 for the clerk (paragraph 4.1); information regarding direct debit payments (paragraph 6.7); safekeeping of pin and password for access to council records on laptop (paragraph 6.9); information regarding risk management (paragraph 16). PS proposed and RS seconded that the Financial Regulations be approved – all agreed.</p> <p>3. It was proposed by BD and seconded by MF that the Health and Safety Policy Statement be signed for 2018 at it stands with no changes.</p>																			
39/18/19	<p>Planning:</p> <p>a) applications: There were no planning applications received this month.</p> <p>b) Decisions to be noted:</p> <table border="1" data-bbox="284 1339 1423 1892"> <tr> <td data-bbox="284 1339 517 1406">18/03606/TCA</td> <td data-bbox="517 1339 963 1406">Oakley House, 80 High Street, Worton SN10 5RU</td> <td data-bbox="963 1339 1423 1406">Fell 1 Conifer Hedge</td> </tr> <tr> <td colspan="3" data-bbox="284 1406 1423 1444" style="text-align: center;">Decision: No objection</td> </tr> <tr> <td data-bbox="284 1444 517 1720">18/02782/FUL</td> <td data-bbox="517 1444 963 1720">132 High Street, Worton SN10 5SE</td> <td data-bbox="963 1444 1423 1720">First floor bedroom extension to rear of existing house, juliet balcony, Replacement of existing detached prefab single garage to rear of house with new single storey, garage and annexe room with ensuite (resubmission of 17/00687/FUL)</td> </tr> <tr> <td colspan="3" data-bbox="284 1720 1423 1758" style="text-align: center;">Decision: Approve with conditions</td> </tr> <tr> <td data-bbox="284 1758 517 1854">18/04110/TCA</td> <td data-bbox="517 1758 963 1854">3 Church Lane, Worton, SN10 5SH</td> <td data-bbox="963 1758 1423 1854">Agricultural barn</td> </tr> <tr> <td colspan="3" data-bbox="284 1854 1423 1892" style="text-align: center;">Decision: No objection</td> </tr> </table> <p>It was noted that there was still no decision on Park Farm House. Applicant has appealed to Secretary of State re non-determination.</p>		18/03606/TCA	Oakley House, 80 High Street, Worton SN10 5RU	Fell 1 Conifer Hedge	Decision: No objection			18/02782/FUL	132 High Street, Worton SN10 5SE	First floor bedroom extension to rear of existing house, juliet balcony, Replacement of existing detached prefab single garage to rear of house with new single storey, garage and annexe room with ensuite (resubmission of 17/00687/FUL)	Decision: Approve with conditions			18/04110/TCA	3 Church Lane, Worton, SN10 5SH	Agricultural barn	Decision: No objection		
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40/18/19	<p>Reports from representatives:</p>																			

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1.	<p>Community Area Transport Group (CATG): RS reconfirmed that the reduction in speed limit is among the top 5 priorities and this should happen before December. There is no update on costs yet; total work estimated to be up to £5,000 and the Parish Council are expected to contribute 25%. He proposed that once that work was done, that the Parish Council look at requesting double and single white lines respectively at the Poulshot and Bulkington junctions.</p>
2.	<p>Communications: PS asked that emails be sent to all the electorate inviting them to attend parish meetings. The clerk advised that unless individuals requested this, it was not possible because of data protection regulations. PS disagreed and will obtain as many email addresses as possible for those on the electoral role and will send through to clerk.</p>
3.	<p>Contracts: Clerk and MP to meet with Mark Goddard to review the implementation of the grounds maintenance contract to date.</p>
4.	<p>Defibrillator: This is on order; invoice to be approved at next meeting as received too late for this one.</p>
5.	<p>Flooding/Emergency Planning: RG will liaise with MF to complete the form for the Parish Emergency Assistance Scheme (PEAS). Adverse weather plan also to be updated.</p>
6.	<p>Footpaths: Back Lane – Cedar Close down to church needs strimming; NS to talk to resident who has petrol strimmer.</p>
7.	<p>Marston: Marston Parish Council was criticised by owner for work carried out on bank near Ray Bridge; however owner of land was not known at the time the when the work was done. PS requested that if anyone knew who owned the land along Mill Race in Marston parish to let him know.</p>
8.	<p>Neighbourhood Plan: Another steering group meeting this Sunday 10 June. DP has been authorised to apply for funding. Clerk circulated a briefing from DJ for information, this will be discussed at the meeting on Sunday.</p>
9.	<p>Parish Plan: This is to be updated and put on the agenda for the September/October meeting. About 6 items will be highlighted to be taken forward.</p>
10.	<p>Parish Steward: Service reinstated this month, Parish Steward in village Monday/Tuesday 11/12 June. Issues have been sent to clerk who will pass them on to steward.</p>
11.	<p>Recreation and Playing Field: MF has carried out inspection, no issues found.</p>

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	12.	School: PS updated members on matters relating to the school.															
41/18/19		Finance: a) The accounts have been returned from the internal auditor. He has highlighted the need for regular review of Risk Management. It was proposed by MP and seconded by RS that the Accounting Statements 2017/18 be approved and signed. All agreed. b) It was agreed the following accounts be paid: <table border="1" data-bbox="288 535 1410 678"> <thead> <tr> <th>Chq No.</th> <th>Payable to</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>819</td> <td>Mark Fisher</td> <td>38.90</td> <td>0.00</td> <td>38.90</td> </tr> <tr> <td></td> <td>Total</td> <td>38.90</td> <td>0.00</td> <td>38.90</td> </tr> </tbody> </table>	Chq No.	Payable to	Net	VAT	Gross	819	Mark Fisher	38.90	0.00	38.90		Total	38.90	0.00	38.90
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42/18/19		Items to be considered for the next meeting: Community fund application for Link Scheme															
		Press and Public were excluded from the meeting at this point to discuss the following confidential item as per resolution at 34/18/19 above.															
43/18/19		Staffing matters: Review of clerk's salary was discussed and agreed. Also cover for September meeting when clerk unavailable. BD updated members on clerk's appraisal.															
		Date of next meeting: Monday 2 July 2018 7.30pm in Worton Village Hall.															
		Key messages: Engagement with PC Road improvements Emails Parish meeting Photos for website Path clearance															
		The meeting ended at 9.15 pm.															

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