

## Upper Deverills Parish Council

**Minutes of the meeting of the Upper Deverills Parish Council held at the village hall Kingston Deverill on Wednesday 14 September 2016 2016 at 6.30pm.**

**Present: Councillors** Richard Cousens (Chair), Bridget Beattie (Vice Chair), and Colin Hirons

**In attendance:** The Parish Clerk Christine Fordham; 2 members of the public were present.

1. **Acceptance of Apologies for Absence (073/16)**

Apologies had been received from Cllr Louise Stratton and Richard Lucas, all apologies were accepted.

2. **Dispensations (074/16)**

None requested

3. **Declarations of Interest (075/16)**

4. **Exclusion of the Press and Public (076/16)**

No reasons were given to exclude the press and public.

5. **Minutes of the Council Meeting held on 13 July 2016 (077/16)**

It was proposed by the Vice Chair, seconded by Cllr Hirons that the minutes of the meeting of the Council meeting held on 13 July 2016 be accepted as a true record; all were in favour and the minutes were duly signed.

*It was agreed that Item 10 **Broadband Action Group** be taken at this point*

6. **Matters Arising(077/16)**

- a) Mr Croot advised that he had been in touch with the Wessex Water Trust, who are responsible for all rivers that flowed into the Avon. He had also contacted the Environment Agency Officer who was based at Bland Forum. There was no Flood Warden in Kingston Deverill and Cllr Stratton would be asked to contact the owners of the property where the previous warden lived.

7. **Visitors (078/16)** None

8. **Resignation of Councillor Robin Greenwood (079/16)**

Cllr Robin Greenwood had submitted his resignation with immediate effect. The Chair wished to formally record a vote of thanks and admiration for Cllr Greenwood's service to the community over the past 18 years. Sincere thanks were expressed for his contribution to the Council, with particular thanks for his work on behalf of Brixton Deverill and the Broadband Action Group. It was agreed that a book would be purchased, which would be presented at an informal get together. The Chair would write to Cllr Greenwood expressing the Council's appreciation for all his efforts across the years.

9. **Casual Vacancy (080/16)**

A Casual Vacancy had been advertised; the closing date for electors to request an election was 22 September. One expression of interest in the vacancy had been received by the Clerk

10. **Broadband Action Group (081/16)** – Update from Tim Watts *This item was taken after item 5*

The recent correspondence about the public consultation on how to use the gain share funding had been forwarded to Mr Watts; he would reply to the consultation. BT were still analysing the data and had yet to produce information on the most cost effective extension of the existing scheme. This will be available in mid October and Mr Watts would request the information from WCC.

The Council agreed that it would be beneficial to investigate the possibilities of the provision of broadband at the village hall. *(Mr Watts left the meeting at 6.55pm)*

**11. Chairman's Announcements (082/16)**

The Chair advised He would not be able to attend the November meeting; the Vice Chair would preside.

**12. Planning (083/16)**

- a) WCC Planning of 1.8.16 Agenda for planning Committee meeting.
- b) WALC of 15.8.16 – Course on understanding Town Planning from a local council perspective. Although unable to attend on this occasion the Chair wished to attend a future course.
- c) Summaries dated 16.7, 22.7, 30.7, 5.8,12.8, 19.8, 26.8, 2.9,9.9

**13. Parish Plan- Co-option of Advisers (084/16)**

It was proposed by the Chair, seconded by the Vice Chair the Mr David Croot and Mr Tim Watts be co-opted on to the Council as advisers for the Parish Plan

**14. Parish Plan - Action Plans(085/16)**

See matters arising.

**15. Parish Steward (086/15)**

The Clerk had been advised that the Council would be informed of the name of the new Steward by the end of September. The Council looked forward to the introduction of the new scheme and to working closely the Steward.

**16. Gullies, culverts and drains(087/16)**

These issues had been notified to WCC Highways as the Council's priorities.

**17. Drainage and flood issues(088/16)**

See item 16.

**18. Speed indicator Device, Metro Count and Highways issues (089/16)**

The new posts were due to be in place by the end of September. Cllr Beattie had informed Highways that the Council wished to take part in the Speed camera scheme and had been asked to supply details of the dates of any special events in the village, as it would be particularly helpful to deploy cameras on those dates. The Council agreed that they would review the effectiveness of the site of the posts next year, with a view to install a further post outside Burton Farm if appropriate. The main event was the summer fete.

The Metro count would be undertaken in early October at the latest.

A deep pothole had developed outside 69 Kingston Deverill and the Clerk was asked to report the problem to Highways as a matter of urgency.

**19. Brixton Deverill Bridge, Weight Restriction (090/16)**

Mr Croot was asked if he would investigate the option of getting an environmental restriction for the bridge at Brixton, which was suggested as a possibility by WCC Highways.

**20. Rights of Way(091/16)**

a) **The definitive map – possible anomalies**

Some rights of way appeared to be missing from the definitive map and the Chair had asked Mr Lucas to investigate

b) **Outline proposal to link two existing footpaths in the Upper Deverills**

Cllr Stratton would supply an update to the next meeting.

**21. Unity Trust Bank – update on change of signatories (092/16)**

The Clerk and Cllr Beattie now had appropriate on line access to the account.

**22. Payments (093/16)**

Payee	Description	Amount £	Cheque No.
Lexis Nexis (cheque number 300056 has been cancelled as guide is cheaper than advertised on website)	Arnold Baker Local Council	92.00	Electronic payment
	Administration Guide	5.45	
	Carriage	9.48	
	VAT	<b>Total 106.93</b>	
Mrs CD Fordham	Salary 11.5 to 11.9.16	932.80	Electronic payment
	PAYE refund of 49.40 less NI	18.10	
	payment of 31.30	<b>Total 950.90</b>	
HMRC	PAYE and NI	<b>Total 17.34</b>	Electronic payment

Under the Local Government Act 1972 (Sch 2) the approval of the electronic payment, was proposed by Cllr Hirons seconded by Cllr Beattie, all Councillors were in favour and the cheques were duly signed.

Councillors was asked to note that two payments in the May minutes were wrongly recorded: The payment to the Deverills Parish News had been increased to £250, not £200 as shown and a payment of £164.25 to Came and Company for the Annual Insurance premium had not been shown. These items were noted by Councillors.

**23. External Audit – Annual Report (094/16)**

Councillors had received a copy of the auditor's report and noted that no action was required.

**24. Clerks Report (095/16)**

- a) The Council were asked if they wished to order a poppy wreath for Remembrance Sunday; the Chair would approach Robin Greenwood for advice as he had dealt with the issue in the past.
- b) The request for a grant to pay for the new laptop has been submitted to WALC.
- c) The Clerk had confirmed with Came and Company that the new laptop was covered by the Council's insurance, both at home and in transit; no additional premium was required.
- d) The Clerk had discussed with the Chair claiming an expense advance every two months which would be reconciled every year, rather than having to submit individual claims at each meeting. It was agreed that the Clerk would research payments made to the previous clerk and work out an average across the year and present the information to the next meeting.

**25. Correspondence (096/16)**

- a) Deverill and Crockerton Parish News August 2016
- b) Civic Voice of 27.7.16 – War Memorial restoration fund. And of 16.8 War Memorial Workshop. Forwarded to Church Warden.
- c) WCC Highways of 28.7.16 – Highways newsletter
- d) WCC Highways of 10.8.16 – changes to the way parking restriction requests are dealt with.
- e) WCC Highways of 11.8.16 – Suggestion that the Council could apply for an environmental weight restriction on the bridge at Brixton Deverill. See item 19.

- f) Ramblers Association of 14.8.16- information on the classification of byways and restricted byways. See item 20.
- g) Wiltshire Police of 15.8.16 – Wiltshire Neighbourhood Tasking Group meeting on 7.9.16. Cllr Beattie attended the meeting. Speed Watch scheme had been discussed; and it was agreed that Cllr Beattie would include an article in the Newsletter asking if anyone was interested in training for the scheme; the Clerk would investigate insurance implications.
- h) WCC of 21.8.16 – Highways Newsletter September
- i) Wessex Cancer Charity of 8.9 – Mascot design competition.
- j) Dr D Croot of 8.9.16- application for casual vacancy.
- k) WCC of 1.9.16 – dates of CATG meetings
- l) WALC newsletters of Sept 2016

**26. Council Website (097/16)**

Councillors had looked at the Website provided through the Kent County Council and it was proposed by the Chair, seconded by Cllr Beattie that the Council commission a website through KCC EIS at a cost of £180 per annum, plus the annual cost of the domain name (upperdeverills.co.uk); all were in favour. The Clerk was asked to proceed with the new website on the understanding that the Council could withdraw after a year if unhappy with the service. The Chair would speak to the editor of the Parish Newsletter to ask if they would like to include the Newsletter on the new website.

**27. VAT Claim (098/16)**

The Clerk would submit a VAT claim.

**28. Audit on the condition of the Council's assets (099/16)**

Councillors had inspected the Council's assets and found them all in a reasonable condition.

**29. Annual Parish Newsletter (100/16)**

It was agreed that the Newsletter would be issued in the New Year, with articles on the Council's work with regard to the new website, speeding, the Parish Plan, flooding and the Parish Steward Scheme. An article on Robin Greenwoods service to the community would also be included.

**30. Items for Parish Newsletter and Notice Boards (101/16)**

Speedwatch Scheme.

**31. Date of Next meeting (102/16)**

The next meeting of Upper Deverills Parish Council will take place on Wednesday 9 November at 6.30pm in the Village Hall.

The meeting closed at 8.20pm.

Date:

Signed:

Cllr Beattie  
Vice Chair