

## Upper Deverills Parish Council

**Minutes of the meeting of the Upper Deverills Parish Council held at the village hall Kingston Deverill on Wednesday 8 November 2017 at 6.30pm.**

**Present: Councillors** Richard Cousens (Chair); Bridget Beattie (Vice Chair), Dr David Croot, Colin Hirons and Cllr Louise Stratton (Cllr Stratton arrived at 7.05pm); .

**In attendance:** The Parish Clerk Christine Fordham.

**Public Question Time – 3 members of the public present.**

Concerns were expressed about the current works on the drainage systems in Brixton Deverill and Monkton Deverill. The Chair advised that a site visit had taken place with members of the Parish Council and Wiltshire Council drainage engineers. The Council were content that the engineers were fully informed of the issues in the villages and that WCC were taking appropriate measures to manage the flow of surface water in the area. Further works were still to be undertaken.

On enquiry the Chair advised that the Council would use existing traffic signage posts should they wish site to the SID on other parts of the road.

1. **Acceptance of Apologies for Absence (093/17)**

Cllr Stratton had advised she would arrive late.

2. **Dispensations (094/17)**

No requests had been received

3. **Declarations of Interest (095/17)** None

4. **Exclusion of the Press and Public (096/17)**

No reasons were given to exclude the press and public.

5. **Minutes of the Council Meetings held on 13 September 2017(097/17)**

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

6. **Matters Arising(098/17)**

The concerns about the working practices of the proposed Chicken Farm owners, as reported in the press, had been reported to WCC.

7. **Report on Meeting with Highways Engineers(099/17)**

The meeting with the WCC Engineers had been very productive; the situation with the Winterbournes was discussed extensively and work to clear and repair culverts was agreed. Some works had already been undertaken. A letter had been sent to the owner of Cliff Farm asking him to clear out the culvert which runs across his land; the Council had not yet received a reply. It was agreed that if no reply was forthcoming a further letter would be sent, recorded delivery, to hasten the matter. The WCC were to redesign the culvert portal outside Riversdale Cottage.

8. **Reports from Visitors (100/17)** None

9. **Broadband Action Group (101/17)**

A full update was given by Mr Tim Watts (as at Annex A); it was anticipated that the Broadband would be installed in Brixton Deverill in Summer 2018. Thanks were expressed for all Mr Watts sustained work on the issue.

10. **Chairman's Announcements(102/17)**

The Chair advised that he would no longer stand for this office after May 2018.

There had been a burglary at the site of the new building in the Kingston Deverill; Cllr Beattie advised that the matter had not been flagged up to the Neighbourhood Watch.

**11. Parish Steward (103/17)**

The Chair advised that the Parish Steward contacts him direct when he is due to visit the village to establish the Council's priorities. The Steward had recently carried out some excellent work on the culverts

**12. Highways issues, (104/17)**

The quote for another post on which to site the SID had been too expensive

**13. Best Kept Village Competition 2018 (105/17)**

There had not been any response to the article in the Newsletter; Councillors were asked to consider whether anyone they knew in the villages would be interested in taking on the lead in this matter

**14. Rights of Way (106/17)**

The Clerk would contact the PROW again about the stile.

**15. Policy Reviews – General Finance Policies (107/17)**

It was agreed that the Reserves Policy be amended to read "The level of general reserves would be held at a minimum of 50% of the annual precept up to a maximum of 100% of the annual precept. In exceptional circumstances higher levels of reserve could be agreed by members at the meeting to decide the Annual Precept". Specific figures would no longer be included in the policy.

It was agreed that the Grants Policy did not need altering.

**16. Precept 2018/19 – Outline Discussions(108/17)**

Initial discussions were held; Councillors would consider the issue in detail at the January meeting.

**17. Clerk's Report (109//17)**

- a) The Council had authorised a payment to Auditing Solutions in July 2017, between meetings; this was not reported in the September minutes and it had therefore been added to the November cheque list.
- b) The Clerk had asked WALC to inform the Council of any training on the new data protection legislation, to ensure that the Council's processes comply. Councillors were advised to consider using an exclusive email address for Council business.

**18. Inspection of Assets (110/17)**

The Chair would undertake an inspection of the Council's assets

**19. Correspondence (111/17)**

- a) WCC Highways of 21.9.17 – dates of Parish Steward Visits
- b) WDC of 22.9 – details of timetable for precept setting. The dates were noted.
- c) WCC Highways newsletter of 29.9
- d) Wiltshire Community Police Newsletter 3.10
- e) WCC of 10.10.17 – Challenges and Opportunities ahead.
- f) WCC of 10.10.17 – Briefing on registering as data controllers
- g) WCC of 11.10.17 – Warminster Area board on 2.11
- h) WCC of 19.11.17 – Training and networking day
- i) WCC of 23.10.17 Highways newsletters.
- j) WCC of 23.10.17 – Minutes of NTG meeting.
- k) WCC of 24.10.17 – Invitation to Wiltshire Carol Service
- l) WALC of 27.10.17- Newsletter
- m) WCC of 6.11.17 and 7.11 – Precept Setting 2018/19
- n) Victim Support of 6.11.17
- o) WCC of 6.11.17 – Wiltshire Local Plan.

**20. Planning(112/17)**

- a) WCC Planning of 6.10.17 – application 17/09639/TCA . Dexter Barn, Brixton Deverill. Fell Silver birch and reduce crown of Norway maple. No comments.
- b) Mere Town Council of 12.10.17 – Mere Council’s comments on Transport Plan for Sutton Veny chicken farm application.
- c) Summaries dated 15.9, 22.9, 29.9, 6.10. 13.10, 20.10, 27.10, 3.1

**21. Finance (113/17)****a) Payments**

Payee	Description	Amount £	Cheque No.
Mrs C D Fordham	Salary 11.9.17 to 10.11.17	466.40	Electronic payment
	Tax Refund	49.40	
	Expenses advance from 11.9.17 to 10.11.17	40.00	
	<b>Total</b>	<b>555.80</b>	
Dr DG Croot	Re-location of Brixton Deverill Notice Board	<b>Total 66.28</b>	Cheque no 300066
DCK Accounting Solutions	Payroll processing	30.00	Electronic payment
		6.00	
		<b>Total 36.00</b>	
Auditing Solutions	Internal Audit	140.00	Electronic payment made between meetings in July
		28.00	
		<b>Total 168.00</b>	
Unity Trust Bank	Bank Charges (deducted on 30.9.17)	<b>Total 18.00</b>	Electronic Payment

Under the Local Government Act 1972 (Sch 2) the approval of the electronic payments was proposed by Cllr Beattie, seconded by Cllr Stratton; all Councillors were in favour and the payments would be actioned.

**b) Request for Council Grant**

A request had been received for a grant to help with the cost of producing a booklet about the church. The Council were unable to give grants to individuals. The Chair would contact the applicant accordingly

**22. Council Website(114/17)****23. Items for Parish Newsletter and Notice Boards (115/17)**

The Chair would draft an article for the Newsletter

**24.Date of Next meeting(116/17)**

The next meeting of Upper Deverills Parish Council will be held on Wednesday 10 January 2018 at 6.30pm in the Kingston Deverill Village Hall.

The meeting closed at 8.10pm

Date:

Signed:

Cllr R Cousens  
Chair