

Upper Deverills Parish Council

Minutes of the meeting of the Upper Deverills Parish Council held at the village hall Kingston Deverill on Wednesday 14 November 2018 at 6.30pm.

Present: Councillors Bridget Beattie (Chair); Dr David Croot (Vice Chair), , Richard Cousens; Cllr Colin Hirons and Cllr Louise Stratton

In attendance: The Parish Clerk Christine Fordham and Jude Rosier

Public Question Time – None present

1. **Acceptance of Apologies for Absence (105/18)**
2. **Dispensations (106/18)**

No requests had been received

3. **Declarations of Interest (107/18)** None
4. **Exclusion of the Press and Public (108/18)**

No reasons were given to exclude the press and public

5. **Minutes of the Council Meeting held on 12 September 2018 (109/18)**

It was proposed by the Vice Chair and seconded by Cllr Cousens, that the minutes of the meeting of the Council held on 12 September be accepted as a true record subject to the revision of item 17 to read: no further reviews had been tabled for this meeting; the revised standing orders were approved; all were in favour and the minutes were duly signed.

6. **Matters Arising(110/18)** None
7. **Potential Vacancy for a Parish Councillor (111/18)**

Cllrs Cousens and Hirons confirmed their intention to resign from the Council effective from 16 November 2018

8. **Reports from Visitors (112/18)** None present
9. **Broadband Action Group (113/18)**

Cllr Croot advised that the High speed Broadband was up and running in Brixton Deverill, with a speed of between 77 and 82mb/s. The Council wished to officially record their thanks to all those involved in ensuring that WCC and Open Reach kept on top of this project, with special mention of the late Robin Greenwood, Tim Watts and Richard Kitson.

10. **Chairman's Announcements(114/18)**
11. **Parish Steward (115/18)**

Cllr Cousens confirmed that he would continue to act as liaison with the Parish Steward and to help with the SID deployment as required.

12. **Highways issues, (116/18)**

The Chair and Cllr Cousens had met with WCC Highways to discuss signs to restrict the weight of vehicles using the bridge at Brixton; the original sign had now been located, but was wrongly sited and WCC had agreed to investigate moving it. The Chair was still in correspondence with WCC over the deployment of suitable signing to stop vehicles (especially lorries) using Hindon Rd when there were problems on the A350/303

13. **Rights of Way (117/18)**

On investigation it had been decided there was no requirement for a kissing gate at the Lynchettes, as the normal gate could be used.

14. **Policy Reviews - Operational policies (118/18)**

The Clerk had circulated the Community Engagement Policy, Equal Opportunities Policy, Complaints Policy and the Code of Conduct. It was agreed that all policies would be readopted as stands, except for updating the contact details. It was agreed that the Document

Retention Policy would be reviewed once the revised guidance had been issued by NALC to reflect the GDPR.

15. WWI Centenary Commemorations-Update (119/18)

The PCC had requested a bare stemmed yew tree. It had been decided that the commemorative tree would be dedicated on the 11 November and it had therefore been agreed exceptionally that the quote from Barcham trees of £479 would be accepted without seeking a further quote. A commemorative plaque had also been ordered at a cost of £140.08.

16. Precept 2019/20 (120/18)

The Clerk had circulated an initial document showing a possible budget if the precept remained the same. Councillors were asked to consider whether they required any additional expenditure in 19/20. Final discussion would take place at the January meeting when the precept would be set.

17. Clerk's Report (121/18) No updates

18. Appointment of New Clerk –(122/18)

The Chair and Vice Chair recommended that Jude Rosier be appointed Clerk effective from the date of the meeting; all were in favour. It was proposed by Cllr Stratton, seconded by Cllr Croot that the new Clerk would start on scale point 15 of the NALC part time Clerk's payscale and given a standard NALC contract.

19. Correspondence (123/18)

- a) WALC of 12.9.18 – Newsletter. A new GDPR toolkit had been published.
- b) Auditing Solutions of 16.9.18 – Notification of GDPR compliance.
- c) WALC of 18.9.18 – Annual Report.
- d) WALC of 18.9.18 – Proposal to extend member services. Councillors agreed to the 4% increase in subscriptions
- e) WCC of 19.9.18 – Wiltshire local plan update.
- f) Lexis Nexus of 20.9.18 – New edition of Local Council handbook.
- g) PCC of 1.10.18 – Annual report
- h) WCC of 2.10.18 - Focussing on the Future briefing.
- i) WCC Finance of 4.10.18 – Timetable for precept setting
- j) PCSO of 5.10.18 – Warminster rural report.
- k) WCC of 8.10.18 - Cllr Wayman's newsletter.
- l) WALC of 8.10.18 – Newsletter
- m) Wessex Water of 12.10.18 – Flood Action Campaign.
- n) WCC, OFWG of 18.10.18 – Flood and Emergency Plans searching for community resources.
- o) WCC of 25.10.18 – Mrs Wayman's newsletter including the Parish Steward maintenance programme.

20. Planning (124/18)

- a) WCC Planning of 18/05811/FUL of 24.9.18 – Outbuilding on ground at Laurel House now received approval following planning enforcement investigation.
- b) The pheasant pen application at Woodcombe farm had still not been resolved.
- c) There were ongoing concerns about the activities at the field on Hindon Rd, and the matter had been drawn to the attention of the Planning Department.

21. Finance (125/18)a) **Purchase of updated edition of Arnold Baker Local Council Administration**

It was proposed by Cllr Croot, seconded by Cllr Stratton that the book be purchased; all were in favour.

b) **Payments**

Payee	Description	Amount £	Cheque No.
Mrs C D Fordham	Salary 11.09.18 to 10.11.18	480.48	Electronic payment
	Expenses advance from 11.09.18 to 10.11.18	40.00	
	Total	520.48	
Barcham+	Yew Tree	295.00	Electronic Payment Approved between meetings
	Delivery	100.00	
	VAT	79.00	
	Total	479.00	
Royal British Legion	Donation for poppy wreath	Total 75.00	Electronic Payment
Mr C Beattie	Re-imburement for commemorative plaque	116.73	Cheque No. 300067
	VAT	23.35	
	Total	140.08	
Lexis Nexis	Arnold Baker Local Council Administration 11 th edition	103.99	Electronic Payment
	Delivery	7.00	
	Total	110.99	

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

c) **Bank Mandate** It was proposed by Cllr Stratton, seconded by the Chair that Cllr Croot and the new Clerk be authorised to use the bank account

22. **Council Website (126/18)**.

23. **Items for Parish Newsletter and Notice Boards (127/18)** The Councillor vacancies will be notified to WCC and advertised on the notice boards

24. **+AnyOther Business(128/18)** Cllr Cousens thanked Councillors for all their support during his time as Chair. The Council expressed its thanks to Cllrs Cousens and Hirons for all their hard work on the Council on behalf of parishioners. Councillor office and lead responsibilities would be discussed at the January meeting.

25. **Date of next meeting (129/18)** The next meeting of the Upper Deverills Parish Council will be held on Wednesday 9 January 2018 at 6.30pm in the village hall, Kingston Deverill.

The meeting closed at 7.40pm

Date: 9.1.19

Signed:
Cllr B Beattie
Chair