

ERLESTOKE PARISH COUNCIL

Parish Clerk

Mrs Linda Roberts
44 Westlands Lane
Beanacre
Wiltshire
SN12 7QE

Chairman

Mr Stan Jonik
55 High Street
Erlestoke
Wiltshire
SN10 5UA

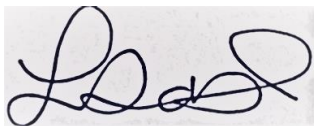
To: Councillor J S F Jonik – (Chairman)
Councillor M R D Barton
Councillor N J M Barton
Councillor J B R Durham
Councillor J J R Hunt-Davis
Councillor K Lewcock
Councillor F Morgan-Frise

9th August 2018

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the **Parish Council Meeting of Erlestoke Parish Council**. The meeting will be held **in the Parish Church on Wednesday 15th August 2018 at 7.15pm**. (LGA 1972 sch.12 para 10(2)(a). A period of public participation will take place prior to the formal opening of the meeting. The Press and Public are welcome to attend the meeting. In accordance with the parish Council's Standing Order No. 60.

Yours sincerely



Mrs L A Roberts BA (Hons) PGCAP FHEA, Fellow ILCM
Parish Clerk

ERLESTOKE PARISH COUNCIL

Wednesday 15th August 2018

Public Participation – To receive questions from members of the public.

AGENDA

1. APOLOGIES

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Parish Council.

Members are reminded that, in accordance with the Parish Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

3. MINUTES

To confirm as a correct record the Annual Meeting of the Parish Council Meeting held on Wednesday 4th July 2018.

4. REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL

To report on any matters affecting Erlestoke which have been discussed at Wiltshire Council Meetings and or the Area Board.

5. 11. POLICE

To consider email from PCSO Georgina Dodd, below.

This email is to ask you, how I can make myself as efficient as possible in terms of targeted patrols in your areas.

We have a term known as 'Red Routes'. These are specifically targeted routes that we take to ensure maximum visibility in areas we feel need patrolling more often to prevent potential Anti-social behaviour or any criminality taking place.

Please can you identify areas that you wish to be patrolled, and your reasons for these?

Please can I ask you to email me the future dates of your parish meetings and the minutes from the last. This is so I can look at my shifts and make my best effort to attend.

Please feel free to email me to discuss the red routes so I can keep it up to date at all times.

6. FINANCE

6.1 BANK BALANCES

Treasurers Account	£5,538.15
Business Bank Instant	£8,749.53 (VAT received of £248.22)
Total	£14,287.68

6.3 BANK RECONCILIATION

For Noting.

6.2 UPDATED CASH BOOK 2018/19

For Noting.

7. ACCOUNTS FOR APPROVAL AND PAYMENT

7.1 INSURANCE RENEWAL

The Parish Clerk has received three quotations for insurance.

Zurich – Community First Trading	£331.56
Came & Company	£344.00
BHIB	£335.75

The insurance became due on 16th July, in between meetings, the Parish Clerk has renewed cover with Zurich through Community First Trading. Members are requested to approve the payment of £331.56, by electronic transfer to Community First Trading.

7.2 MILES & FRANCIS

For grounds maintenance to the play area, recreation field and Secret Garden.

Invoice received for **£395.00**

7.3 PAYMENT TO LAND SEARCHES

To approve reimbursement to the Parish Clerk for payment required in conducting the Land Search for The Waterhouse. Documents requested were the registered title, title plan and conveyancing documents.

£87.58

7.4 PAYMENTS BY DIRECT DEBIT

Members are requested to approve the following payments by direct debit.

£5.39 to Zen Internet Ltd (for website hosting)

8. HORNBEAM TREE – THE PARK, SURVEY REPORT AND CHARGES OF £168.00

The Parish Clerk has spoken to Wessex Tree Care about the invoice received, which had not been expected. They advised that no cost was quoted to Councillor M Barton although it was suggested that Councillor M Barton insisted that a full tree report was done. They were advised that no authority had been given by the Parish Council for the expenditure incurred and that the matter would be placed on the agenda for a discussion and decision about payment. Members are therefore requested to consider whether to pay the invoice of £168.00.

The report identifies some work which is required and members will need consider whether to agree that the work is carried out and the associated expenditure as directed in the survey report. This expenditure would have to come from the Parish Council reserves.

9. The Electric Sub Station in Erlestoke

The Heads of Terms has been signed by the Parish Clerk and sent to SSE. SSE are suggesting that the land is unregistered and we should appoint a solicitor to do this on the Parish Council's behalf. Members are requested to approve the appointment of a solicitor to register the Parish Council's title.

10. PARISH COUNCIL WEBSITE

For members interested in updating the website to discuss and agree a training day.

11. WATER HOUSE BUILDING

The Parish Clerk has done a search of the property with Land Searches to verify the registered title to the Waterhouse. The results are expected imminently. The Chairman, Councillor Jonik will provide a further update on progress regarding the state of repair.

12. CITIZENS ADVICE – REQUEST FOR SUPPORT

Members are requested to consider the request for grant funding.

13. Exchange of Information and on-going matters – Please note no decisions can be made on any items discussed under this agenda item.

- Safety of school children crossing the B3098
- Erlestoke House Gates
- Fracking

- Broadband
- Play Area
- Erlestoke Lakes
- Erlestoke Woods
- Village Hall – Funding Information, Parish Clerk

14. To receive reports from EPC Representatives

14.1 Footpaths

14.2 Police

15. Correspondence circulated via clerk's email for noting

- 28.7.18 August Police Report
- 1.8.18 Wiltshire Council - Temporary Closure of Mill Lane –
- 2.8.18 ROSPA – Play Area Inspection – September
- 6.8.18 Citizens Advice – Request for Support
- 7.8.18 Rural Services Newsletter
- 7.8.18 Wiltshire Council – Parish Newsletter

16. Date of next meeting Wednesday 26th September 2018

ERLESTOKE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 4th July 2018
held in the Parish Church

Present: Councillor J S F Jonik – (Chairman)
Councillor M R D Barton
Councillor N J M Barton
Councillor J B R Durham
Councillor J J R Hunt-Davis
Councillor F Morgan-Frise

In Attendance: PC Tom Crabtree – Wiltshire Police
Alan Johnson – Head of Security & Operations

Public Participation

Alan Johnson advised that prison establishments have problems with drugs being supplied to offenders housed within them. HMP Erlestoke are working hard to deter the activity and are keen to establish links with the community. Drugs are a major problem for prisons nationally and Erlestoke is no exception. Mobile phones are also an issue, although unlawful for prisoners to possess whilst in prison possession of them means prisoners can conduct illicit activity. Mobile phones and other illicit articles are usually supplied over the perimeter fence. Alan stated that Policing these activities in a rural area is more difficult. Erlestoke have regular dog patrols and are working closely with the local police and other agencies to prevent criminal activities.

PC Tom Crabtree reported that the new model of policing in Wiltshire has meant that the Community Policing team and Emergency Response team are now combined as one community policing team.

It was agreed that the prison, police and parish council should work together to encourage the community to provide intelligence to the Police in an effort to combat the illegal activity of delivering contraband into the prison. It was stressed that no matter how small the intelligence might be every detail goes to create a bigger picture and gives the authorities a chance to apprehend offenders or prevent illegal activity.

It was agreed that an advisory leaflet would be created which demonstrated the prison, Police and Parish Council were working together to combat illegal activity at the prison and to raise awareness of how the community can support this initiative.

350/18 APOLOGIES

Apologies for absence were received from Councillors Lewcock and Justin Hunt-Davis.

351/18 DECLARATIONS OF INTEREST

There were no declarations of interest.

352/18 MINUTES

The minutes of the Annual Meeting of the Parish Council Meeting held on Wednesday 23rd May 2018 having previously been circulated were signed by the Chairman, Councillor Jonik as a correct record.

353/18 ELECTION OF VICE-CHAIRMAN

It was proposed by Councillor N Barton, seconded by Councillor Jonik and

UNANIMOUSLY RESOLVED to elect Councillor Durham as the vice-chairman for the ensuing year.

354/18 REPORT FROM COUNCILLOR RICHARD GAMBLE, WILTSHIRE COUNCIL

Councillor Gamble was not present.

355/18 FINANCE

355/18.1 BANK BALANCES

Treasurers Account	£6570.08
Business Bank Instant	£8,501.31
Total	<u>£15,071.39</u>

The bank balances were noted.

355/18.2 UPDATED CASH BOOK 2018/19

The cashbook was noted.

356/18 CLERKS SALARY FOR APRIL, MAY, JUNE 2018

2018-2019 National Salary Award. A cost of living rise has been approved by the National Joint Committee for 2018-19. As a consequence, the Parish Clerk's salary has increased from £13.49 to £13.76 with effect from 1 April 2018. The increase had been reflected in the salary presented for approval at the meeting.

It was proposed by Councillor Jonik seconded by Councillor Morgan- Frise and

UNANIMOUSLY RESOLVED to approve the cost of living rise for the Parish Clerk, salary for April, May and June and expenses claim.

357/18 ACCOUNTS FOR PAYMENT

357/18.1 Electronic Transfer Payments

Members are required to approve the following payments by electronic means. (Evidence will be presented at the meeting)

WALC – subscription fee £86.63

HMRC – tax due from Clerk’s salary £55.00

It was proposed by the Chairman, Councillor Jonik and Councillor Durham and

UNANIMOUSLY RESOLVED to approve the electronic payments to WALC and HMRC.

357/18.2 Payments by Direct Debit

It was proposed by Councillor Morgan-Frise seconded by Councillor Durham and

UNANIMOUSLY RESOLVED to approve the payments by direct debit for web-site hosting.

Zen Internet Ltd (for website hosting)

12.6.18 £5.39

14.5.18 £5.39

12.4.18 £5.39

12.7.18 £5.39

357/18.3 SET UP COSTS FOR NEW WEBSITE

Approval of costs of £40.73 incurred by the Chairman Councillor Jonik.

It was proposed by Councillor Morgan-Frise seconded by Councillor Durham and

UNANIMOUSLY RESOLVED to approve the expenditure incurred by the Chairman Councillor Jonik.

358/18 HORNBEAM TREE – THE PARK

The survey undertaken by Wessex Tree Care has incurred a cost of £168.00 which had not been agreed and no purchase order has been raised. The Parish Council had only requested a quote to do the work not a survey. The Parish Council felt that the quote should have been free. The matter would be taken up by the Parish Clerk.

359/18 THE ELECTRIC SUB STATION IN ERLESTOKE

It was proposed Councillor Jonik seconded by Councillor Barton and

UNANIMOUSLY RESOLVED to accept the £1000.00 in back payment for the wayleave payments due to the Parish Council, accept £100.00 per year as the Wayleave payment and to sign the Heads of Terms allowing access to the SSE to carry out maintenance on the substation.

360/18 WATER HOUSE BUILDING

A condition survey would take place to find out the extent of the work and measures put in place to support the roof until full repairs could be effected.

361/18 ATTENDANCE REGISTER

The attendance register was noted.

362/18 NO PUBLIC RIGHT OF WAY ACROSS THE SECRET GARDEN

To remind residents that there is **no public right of way** onto the Secret Garden from the houses which back onto it. This message is placed on the website to remind residents.

It was agreed that a sign should be placed which clearly states 'No public right of way'. The Parish Clerk would get quotes for the next meeting.

363/18 ERLESTOKE HUB – POP UP PUB

Members are requested to publicise the next Pop-Up Pub which will take place on Friday 6th July on The Park Field. This can be placed on the website but members are requested to raise awareness. The Parish Council has granted permission to the Hub to use The Park for the event.

16. Exchange of Information and on-going matters – Please note no decisions can be made on any items discussed under this agenda item.

- Safety of school children crossing the B3098 – check with Community Manager, Wiltshire Council.
- Erlestoke House Gates
- Fracking
- Broadband
- Play Area
- Erlestoke Lakes – There has been a report of otters in the lake. The MOD are awaiting clearance to make a start on the work.

- Erlestoke Woods
- Village Hall – The Parish Clerk reported she managed to get a chartered surveyor to have a look to give an opinion on condition. This would be pro bono and just a visual inspection to advise the parish council on the feasibility of spending money to do a more detailed survey.

There were also several funding opportunities that the parish council could tap into:

Big Lottery – Reaching Communities, England

Landfill Tax Credits – Community Landfill

Plain Action – Adam Truscott

We would need access to the site to view the village hall and the Parish Clerk would get in touch with the landowner about having access to the site.

The other alternative would be to resurrect plans to build a new village hall on the land already allocated by the Parish Council.

- Neighbourhood Plan – to resurrect the Kennet Community Plan.

17. To receive reports from EPC Representatives

17.1 Footpaths

17.2 Police

18. Correspondence circulated via clerk's email for noting

23.6.18	National Joint Council Pay Award
23.6.18	Parish Clerk's Time Sheet
19.6.18	Notice of proposed temporary closure of C40 High Street (part) Green Lane and Hill Corner, Cheverall Magna (Great Cheverall) – Soap Box Derby 26 th August 2018.
19.6.18	Wiltshire Council – Parish Council Newsletter
13.6.18	Wiltshire Council & SLCC invitation to Town and Parish Council Training and Networking Day
11.6.18	Briefing Note 358 – Consultation o proposed closure of Everleigh household recycling centre
4.6.18	Rural Services Network – Weekly Email News Digest –
4.6.18	Briefing Note 357 – CATG Meetings
4.6.18	Wiltshire Council – Parish Council Newsletter
4.6.18	Wessex Flood – Environment Agency Flood Warden Newsletter Spring 2018

19. Date of next meeting Wednesday 15th August 2018

The Meeting closed at 10.00pm.

