

ERLESTOKE PARISH COUNCIL

Parish Clerk

Mrs Polly Doyle
1 Pagnell Lane
Littleton Panell
Wiltshire
SN10 4EW

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

7th April 2019

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 17th April 2019 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

Polly Doyle
Parish Clerk

ERLESTOKE PARISH COUNCIL

Wednesday 17th April 2019

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 minutes of the Parish Council Meeting held on Wednesday 6th March 2019.

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. FINANCE

5.1 BANK BALANCES

Treasurers Account	£2372.22
Business Bank Instant	£8749.53

5.2 BANK RECONCILIATION – 08.04.19

For noting, circulated with agenda.

5.3 UPDATED CASH BOOK – 08.04.19

For noting, circulated with agenda.

6. PAYMENTS BY DIRECT DEBIT

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

12th April 2019 - **£5.39** Zen Internet

7. REIMBURSEMENT TO STAN JONIK FOR PAYMENT TO ZEN INTERNET

Members are requested to resolve the reimbursement to Councillor Stan Jonik for the payment of the Zen Internet domain name for the period of 19th March 2019 t 18th March 2020 for the amount £11.99.

8. PAYMENT TO WWDC, HIGHWAY MAINTENANCE

Members are requested to resolve the payment to WWDC Highway Maintenance for installation of the requested traffic calming measures for the amount of £1026.00.

9. CLERK TRAINING DAY ON 1ST MAY FOR APPROVAL

Request for the approval of the clerk to attend a training day held by the Wiltshire Association of Local Councils entitled 'The Clerk's Year – What to do and When' on Wednesday the 1st May at a cost of £78 (£65.00 +VAT).

10. MOLECATCHER SERVICES EMPLOYED TO CLEAR PLAYGROUND FOR APPROVAL

Members are requested to resolve the payment to mole catcher services to clear the playground of mole hills.

11. CLERK'S QUALIFICATION REGISTRATION FOR APPROVAL

Members are requested to resolve the Clerks registration for CILCA and CPD days.

The CILCA course is online and runs over twelve months. The cost is £350 (non vatable). In conjunction with this is the CPD course which is on four separate days. There are spaces on the Melksham course with the first day being 19th June. This course costs £340 +VAT or £390 +VAT if not a SLCC member.

12. PAYMENT TO WALC FOR ANNUAL SUBSCRIPTION

Members are requested to resolve the payment to Wiltshire Association of Local Councils for annual subscription for 2019/2020 for the amount of £84.14 including VAT.

13. ELECTRIC SUB STATION ERLESTOKE

No response has been received to date.

Email to introduce the new clerk and request an update was sent on the 17th March with no reply received.

14. PLANNING APPLICATIONS

Application Number	Applicant	Location of Development	Description of Development
19/02379/FUL	Mr and Mrs James and Karen Shadwell	Bibury, Lower Road, Erlestoke, SN10 5UE	Single storey rear extension and replacement of an existing flat roof with a pitched roof, balcony and solar PV panels
19/02491/FUL	Mr and Mrs Stephen Ewen	3 Pudnell Farm Cottage, Erlestoke, SN105UE	Erection of a two storey side extension and single storey rear extension
19/03521/TCA	Wessex Tree Care	Barton Cottage, 51 High Street, Erlestoke, Devizes, Wiltshire, SN10 5UA	Conifer tree – fell in a conservation area

15. PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision

16. CORRESPONDENCE FROM WILTSHIRE COUNCIL

None received.

17. PLAYGROUND

Councillor Stan Jonik has requested discussion of whether to purchase new playground equipment.

18. BARNFIELD FARM BOUNDARY HEDGE REMOVAL DISPUTE

Members are requested to note the ongoing issue regarding the boundary hedge removal at Barnfield Farm, Lower Road, Erlestoke in October 2018.

19. DEFIBRILLATOR TRAINING SESSION DATE TO BE DECIDED

Roly Barth and Julia Doel have been in contact to request a date to be set for the defibrillator training session. The last session was held on the 15th November 2018. Julia Doel works Monday-Thursday (and some weekends) and will be on leave for the following dates:

25th – 28th March
6th – 9th May
15th – 18th July
26th – 29th August
2nd – 5th September
21st -24th October

20. AGENDA FOR ANNUAL PARISH MEETING TO BE DECIDED

The annual Parish meeting is to be held on the 1st May 2019. The agenda is to be decided and interested parties will be invited to attend.

21. ERLESTOKE PARISH NEWSLETTER

The first Parish Newsletter was sent out to those that have recently subscribed to the mailing list. The aim of the newsletter is to keep subscribers up to date with important village news and upcoming events.

22. LITTERPICKING

The village is participating in the Wiltshire Council's 'Keep Britain Tidy's Great British Spring Clean' campaign running on Sunday 14th April 2019. Meeting in the park by the Church at 9am. Litter picking equipment and High Viz vests will be supplied.

23. EXCHANGE OF INFORMATION AND ON-GOING MATTERS – Please note no decisions can be made on any items discussed under this agenda item.

- Erlestoke House Gates
- Fracking
- Broadband
- Play Area
- Erlestoke Lakes
- Erlestoke Woods
- Village Hall

24. TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

23.1 FOOTPATHS – none received

23.2 POLICE – Report received by PCSO Georgie Dodd 08.04.19. Forwarded to Councillors.

25. CORRESPONDENCE CIRCULATED VIA CLERK'S EMAIL FOR NOTING

19.3.19 Rural news

19.3.19 Request from Wiltshire Council to advertise Devizes leisure facilities on Parish website and magazine.

6.3.19 Wiltshire Council "Supplement 1 - Member Led Initiative"

13.3.19 Wiltshire Council "Supplement 2 - Police report"

19.3.19 Rural Britain

20.3.19 Consultee letter for full planning for Bibury, Lower Road, Erlestoke, SN10 5UE

20.3.19 Keep Britain Tidy litter picking information

25.3.19 Weekly planning applications received and determined each with an item relevant to Erlestoke

25.3.19 Meeting notes from Devizes CATG meeting on 06.03.2019

29.3.19 Briefing Note 19-009 Calne to Chippenham cycle path

1.4.19 Eastern Area Planning Committee minutes from meeting on the 28th March

1.4.19 Full planning permission request for; 3 Pudnell Farm Cottage, Erlestoke, SN10 5UG

2.4.19 Briefing note number 19-010 regarding Freight Management Update

4.4.19 Rural Services Network bulletin April 2019

4.4.19 Briefing Note 19-011 special schools

4.4.19 Draft minutes for Devizes Area Board, Monday, 18th March, 2019

8.4.19 PCSO Dodd police report

8.4.19 The Rural Bulletin

26. DATE OF NEXT PARISH MEETING TO BE CONFIRMED

Dates for the year to be decided and booked with the church diary.

Next meeting will be the Annual Parish Meeting on Wednesday 1st May 2019.

ERLESTOKE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 6th March 2019

in the Village Church

Present: Councillor J S F Jonik – (Chairman)
Councillor J B R Durham
Councillor K Lewcock

In Attendance: Mrs Polly Doyle – Parish Clerk

Public Participation No public in attendance

Councillor Jonik raised three points in the public forum;

- Two telephone calls were made to the same house from a company trying to arrange a rapid response delivery. Resident concerned the calls were part of a scam. Councillor Jonik requested that they telephoned 101 to report the incident. The resident and Councillor Jonik would like to make the Parish aware of the situation.
- There is normally an organised litter picking at this time of year organised by Wiltshire Council. Councillor Jonik contacted Wiltshire Council Highways who are happy to facilitate the litter picking with tools and high visibility jackets. The proposed date to invite volunteers is Sunday 7th April at 9am.
- Erlestoke Database – the completion of the list was discussed. The list will contain the name, address and email of residents happy for their details to be held on a database to help distribute relevant Parish information. Confidentiality and General Data Protection Regulations (GDPR) will be paramount. Aim to complete before 6th April to enable advertising of the litter picking day in April. Councillor Durham to oversee the IT specifics of the database.

442/19 APOLOGIES

Apologies were received from Councillors N Barton, Morgan-Frise , Hunt-Davies and M Barton.

443/19 DECLARATIONS OF INTEREST

There were no declarations of interest.

444/19 MINUTES

The minutes of the Parish Council Meeting held on 23rd January 2019, having previously been circulated were confirmed by the Chairman, Councillor Jonik as a correct record.

445/19 APPROVAL OF APPOINTMENT OF NEW PARISH CLERK

It was proposed by Councillor Jonik, seconded by Councillor Lewcock and

UNANIMOUSLY RESOLVED to approve the appointment of the new Parish Clerk Polly Doyle.

446/19 REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL

No Unitary Councillor was in attendance.

Councillor Jonik attended the last meeting on 14th January.

- The Commissioner was questioned regarding pay increase.
- There is a road map on Wiltshire Council's website which shows what work is being done in Wiltshire. Updated daily.
- Government cuts to funding to Wiltshire Council so the Council is taking on more external services.
- Next Area Board meeting on 18th March at Devizes library.

447/19 FINANCE

448/19.1 BANK BALANCES

Treasurers Account	£2,377.27 (as of 26 th February 2019)
Business Bank Instant	£8,749.53
TOTAL	£11,126.80

The bank balances were noted.

449/19.2 BANK RECONCILIATION – 9.1.2019

The bank reconciliation was noted.

450/19.3 UPDATED CASH BOOK - 30.11.18

The cashbook was noted.

451/19 CLERK'S FINAL SALARY FOR APPROVAL

It was proposed by Councillor Jonik and seconded by Councillor Lewcock and

UNANIMOUSLY RESOLVED to approve the final salary based on the Clerk's contracted salary payment.

452/19 PAYMENTS BY DIRECT DEBIT

It was proposed by Councillor Jonik, seconded by Councillor Durham and

UNANIMOUSLY RESOLVED to approve the direct debit payment of £5.39 to Zen Internet due on 12th February 2019.

453/19 PAYMENTS BY DIRECT DEBIT

It was proposed by Councillor Jonik, seconded by Councillor Durham and

UNANIMOUSLY RESOLVED to approve the direct debit payment of £5.39 to Zen Internet due on 12th March 2019.

454/19 ELECTRIC SUB STATION ERLESTOKE

Request for confirmation whether the payment for the electric sub station in Erlestoke has been made yet. To be followed up. No response from Wansbroughs received to date in regards to the query that rental payments are in line with RPI.

455/19 PLANNING APPLICATIONS

Application Number	Applicant	Location of Development	Description of Development

No planning applications received.

456/19 PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision
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No planning applications determined.

461/19 CORRESPONDENCE FROM CITIZENS ADVICE

The correspondence was noted.

462/19 DATE FOR ANNUAL PARISH MEETING

The proposed date for the Annual Parish Meeting is Wednesday 1st May.

463/19 REVIEW OF LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ELECTROL ARRANGEMENTS FOR WILTSHIRE COUNCIL

Boundary Commission initial consultation information has changed. Erlestoke is now no longer mentioned on the documentation sent out. Request to find out where Erlestoke Parish stands. Noted that the consultation closes on 15th April 2019.

464/19 Exchange of Information and on-going matters – Please note no decisions can be made on any items discussed under this agenda item.

- Erlestoke House Gates
- Fracking
- Play Area – The park is suffering from moles at the moment. Councillor Jonik to make contact with the molar to get a quote to remove.
- Erlestoke Lakes
The issue with the dam repairment and lake side planting is to be followed up with the MOD before The Annual Parish Meeting.
- Erlestoke Woods
- Village Hall – Members continue to be concerned about the lack of village facilities and opportunities to come together. It is regretted that the village pub is not available. A village hall would be highly beneficial – this option continues to be explored by the Parish Council.

465/19 Correspondence circulated via clerk's email for noting

4.3.19 Wiltshire Council - Briefing note number 19-007 Retail rate relief for the high street

4.3.19 Wiltshire Council Newsletter – budget agreed 2019/20 and a 2.99% rise in council tax

5.3.19 Rural Bulletin

5.3.19 Wessex Community Action

5.3.19 Briefing note 19-008 – Community Led Housing Project

5.3.19 Parish Council Newsletter

466/19 Date of next meeting Wednesday 17th April 2019

Meeting closed at 21.30pm.