

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

9th August 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 21st August 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 21st August 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 draft minutes of the Parish Council Meeting held on Wednesday 10th July 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

Balance as of the 9th August 2019

| | |
|-----------------------|----------|
| Treasurers Account | £6581.56 |
| Business Bank Instant | £8749.53 |

5.2 BANK RECONCILIATION – 09.08.19

For noting, circulated with agenda.

5.3 UPDATED CASH BOOK – 09.08.19

For noting, circulated with agenda.

6. PAYMENTS BY DIRECT DEBIT

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

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

7. GENERAL POWER OF COMPETENCE

The following has come to my attention;

If a Parish Council is eligible for GPC following a formal four yearly election then at the first available meeting it has to resolve to adopt the power. If after that meeting and at any time before the next election one of the criteria is lost the Parish Council does not lose the power.

However if the council was not able to comply after next election having previously had the power then there is an argument that it should have a resolution on the agenda stating that it does not have the eligibility.

Consequently, Erlestoke Parish continues to retain the General Power of Competence.

8. SMALL EVENTS SELLING ALCOHOL

In view of the Consultation around the Statement of Licensing Policy 2019-2024 to discuss any areas we can improve in the organisation of holding small events that sell alcohol.

9. CLERK SALARY FOR APPROVAL

It is requested that members agree and resolve the clerk salary payment for the period of time 22nd May to 15th August 2019. The total amount is £766.34.

Timesheet circulated with agenda.

10. NEW PERSON TO TAKE RESPONSIBILITY FOR THE DEFIBRILLATOR NEEDED

Please note that the call sign is now a mandatory requirement in the defibrillator monthly report.

11. WILTSHIRE SEARCH AND RESCUE GRANT REQUEST

Members are requested to consider the request by Wiltshire Search and Rescue for a grant to help cover their service maintenance cost.

12. DRAFT MINUTES

Unfortunately the clerk will be away on leave from 22nd until 27th August. Please note that the draft minutes will be available as soon as possible after this date.

13. VILLAGE BUS STOP

Members are requested to consider the need for a refurbishment of the bus stop.

14. SPEEDING

Members are requested to consider the issue of speeding in the village.

15. PLAYPARK MAINTENANCE

It has been flagged that the state of the playpark, particularly around the equipment, is poor with long grass. A community member has kindly offered to monitor and work on the areas as needed. The Clerk has contacted the steward team and although stewards are not scheduled to maintain the grass in August they will endeavour to fulfil this request.

16. DOG MESS

Dog owners not picking up their dogs' mess continues to be an issue. Members are requested to consider ways to improve the issue.

17. VILLAGE HALL

Members are requested to consider the issues surrounding the village hall.

18. PLANNING APPLICATIONS

| Application Number | Applicant | Location of Development | Description of Development |
|---------------------------|------------------|--------------------------------|-----------------------------------|
| | | | |

19. PLANNING APPLICATIONS DETERMINED

| Application Number | Location of Development | Description of Development | Decision |
|---------------------------|--------------------------------|-----------------------------------|-----------------|
| 19/05334/TCA | 25 High Street Erlestoke | T1 willow tree to be pollarded | Determined |

20. CORRESPONDENCE FROM WILTSHIRE COUNCIL

Emails sent by the clerk;

4.7.19 - The draft minutes for Devizes Area Board, Monday, 13th May, 2019, 6.30 pm

4.7.19 - Meeting cancelled - 18/07/2019, 15:00, Eastern Area Planning Committee

4.7.19 - Further limited consultation for south Wiltshire boundary commission

4.7.19 - The next Devizes Area Board meeting will be held on Monday 15 July 2019 at The Shambles, Devizes,

4.7.19 - Briefing note 19-017 in regards to a consultation over future plans for Salisbury

4.7.19 - The draft minutes for Eastern Area Planning Committee, Thursday, 20th June, 2019.

11.7.19 - Agenda for Devizes Area Board, Monday, 15th July, 2019, 6.30 pm

21.7.19 – Minutes from CATG meeting on the 25th June 2019.

21.7.19 - Draft Statement of Licensing Policy for 2019 – 2024 for consultation

21.7.19 - Copy of Briefing Note no. 19-019 – Polling District and Polling Place Review Consultation

21.7.19 - Cllr Mrs Wayman's July Highways Newsletter

21.7.19 – Application determined for 25 High Street Erlestoke SN10 5TZ

21.7.19 - Community Governance Review

21.7.19 - Substantive Highways Scheme Fund will again be available in 2020/21 and Area Boards need to submit eligible bids by Friday 9th August 2019.

21.7.19 - Correct email for CATG requests.

CATGRequests@wiltshire.gov.uk

24.7.19 - Briefing Note no. 19-020 – Ofsted Report July 2019

24.7.19- Please find attached copy of Briefing Note no. 19-021 - Proposal to Increase Downland School Capacity

28.7.29 – Youth Pop Up café event

5.8.19 – Council network issues

5.8.19 - Review of the Wiltshire Core Strategy (renamed Wiltshire Local Plan)

5.8.19 - The briefing note on the polling district and polling place consultation is being recirculated

9.8.19 - Agenda for Eastern Area Planning Committee, Thursday, 15th August 2019

9.8.19 - Briefing Note no. 19-022 Wiltshire Housing Land Supply

9.8.19 - Draft minutes for Devizes Area Board, Monday, 15th July, 2019

21. 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

22. TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

22.1 Councillor Jonik - **Website and Footpaths**

22.2 Councillor Lewcock - **Cricket and Golf Club, Leisure and Entertainments and the Erlestoke Prison**

22.3 Councillor Frise-Morgan - **Health and Wellbeing and the Village Hall**

22.4 Councillor N Barton – **Play Area Officer and Community Police**

22.5 Councillor Durham - **Information Technology**

22.6 Councillor M Barton - **General Maintenance**

22.7 **POLICE** – none received

23. CORRESPONDENCE CIRCULATED VIA CLERK'S EMAIL FOR NOTING

4.7.19 - RSN Rural Funding Digest - July 2019 Edition

11.7.19 - Wessex Community Action July 2019 Newsletter.

11.7.19 - Wiltshire Neighbourhood Watch AGM this coming Saturday, to be held at Wiltshire Police Headquarters in Devizes

21.7.19 – RoSPA play area inspection booked for September

24.7.19 - Draft Information Commissioner's Office data sharing code of practice which has been forwarded by NALC.

5.8.19 – Rural Conference 2019

5.8.19 - drop in session on August 20th by PCSO Dodd

9.8.19 – Rural Services Network Newsletter

9.8.19 - Wellbeing event from the Living With and Beyond Cancer team 19th September 2019

9.8.19 - Wessex Community Action - August Newsletter

Next meeting will be the Annual Parish Meeting on Wednesday 2nd October 2019.

ERLESTOKE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 10th July 2019

Present: Councillor J S F Jonik – (Chairman)
Councillor J B R Durham
Councillor K Lewcock
Councillor F Morgan-Frise
Councillor Richard Gamble

In Attendance: Mrs Polly Doyle – Parish Clerk

Public Participation – no public in attendance

- It was reported that a member of Erlestoke Parish was attacked in the woods by a motorcyclist after confronting them on their right to be there. There was a witness to the incident. Others have reported being intimidated by the motorbike riders. PCSO Georgie Dodd has requested that:

‘parishioners call the Range Control on 01980 674 951 instead of the Police, as they have more powers on their land and can take better action’.
- It was reported that a member of the Council has received feedback that the village email system was very helpful. We currently have 37 emails on our mailing list. Please do contact the Council if you wish to be added.
- It was confirmed that there will be a ‘pop up pub’ on Friday 12th July. Councillor Morgan-Frise will be raising the tent on Friday to be decorated with help from Councillor Lewcock. Tables from the church are to be used. The aim is to cater for sixty attendees and alcohol and BBQ will be provided.
- The Parish needs a new Defibrillator Reporting Representative as the current Representative Roly Barth is stepping down. **Our thanks and appreciation goes to Roly for undertaking this role to date.** The request for a new representative will be advertised in The News and sent out on the Parish mailing system.

523/19 APOLOGIES

Apologies were received from Councillor J Hunt-Davis, Natasha Baton and Mike Barton.

524/19 DECLARATIONS OF INTEREST

There were no declarations of interest.

525/19 MINUTES

The minutes of the Parish Council Meeting held on Wednesday 29th May 2019, having previously been circulated were signed and confirmed by the Chairman, Councillor Jonik as a correct record.

526/19 REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL

Councillor Richard Gamble reported that the next Devizes Area board meeting on Monday 15th July will be held at The Shambles, which is now owned by the town rather than the parish council. This will be the first time the meeting is held in The Shambles and will be deemed as a test run.

It was discussed that half of the town centre will be for public events and that the other half will change to paid car parking. However, for many streets the rules are being changed so that there will as many spaces but more dispersed.

Philip Whitehead was elected unopposed as the new leader of Wiltshire Council. The outgoing leader Councillor Baroness Scott has stepped down and was highly regarded. Philip Whitehead's new cabinet has nearly all been appointed with a couple of new people joining. It is a gender neutral cabinet, which is possibly unique in the country. Richard Gamble is now the Wiltshire Council's Vice Chairman.

Road closures were discussed and it was reported that there have been a great deal of grievances and unacceptable delays, particularly regarding the recent Shrewton road closure. It was felt that there was not enough advertised notice nor were diversion signs placed far enough out from the closure itself.

Councillor Gamble informed the Council that there is a planned road closure to the Worton to Seend road. The Parish Council had not been notified. Councillor Gamble will follow up that communication is better with us and other local parishes. In reply to a comment that there were a great deal of road closures recently, Councillor Gamble reported that 7 million pounds recently allocated that the council are now looking to use most effectively.

People in Westbury have put forward a set of papers regarding the B3098 and suggested changes. Councillor Gamble suggests a weight limit on the road except for access all the way to A342 through Market Lavington. Subsequently, those that use the road incorrectly can then be prosecuted. In the past the width of the road was not considered and an alternative change would be for the road to be downgraded. Other ideas are using the plain bypass road, or if not a main road then a better cycle route to try and redirect traffic from the smaller villages. There have been many fatal accidents in this area. Crash Map is a resource that shows all recorded accidents reported to police and the grade of seriousness. Satnavs often do not help the situation when they advise drivers to use smaller inappropriate roads.

527/19 FINANCE

527/19.1 BANK BALANCES

Balance as of the 3rd July 2019

| | |
|-----------------------|----------|
| Treasurers Account | £7809.81 |
| Business Bank Instant | £8749.53 |

The bank balances were noted.

527/19.2 BANK RECONCILIATION – 03.07.2019

The bank reconciliation was noted.

527/19.3 UPDATED CASH BOOK – 03.07.19

The cashbook, having been circulated with the agenda, was noted.

528/19 PAYMENTS BY DIRECT DEBIT

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

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

It was agreed that Chairman Jonik would change the contact details for the Parish website domain name from himself to the Parish Clerk. The Clerk will look into whether Zen have a VAT registration number and whether they charge VAT on the monthly DD as well as the domain name.

529/19 INTERNAL FINANCE AUDIT COMPLETED ON TIME AND RESULTS

The internal audit report was noted as well as the actions points to undertake by the end of the financial year.

530/19 APPROVAL OF PAYMENT TO AUDITING SOLUTIONS Ltd

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

UNANIMOUSLY RESOLVED to approve the payment to Auditing Solutions ltd for the internal audit for the amount of £110 + VAT £22. Total amount of £132.00

531/19 WALC CLERK TRAINING DAY ON 25th SEPTEMBER 2019 CONFIRMED

It was noted that the clerk has a confirmed place on the training day.

532/19 PARISH INSURANCE RENEWAL

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

UNANIMOUSLY RESOLVED to approve the renewal of the Erlestoke Parish Council insurance that is held with Community First Trading Ltd. at a cost of £331.56.

533/19 ASSIGNED COUNCILLOR FOR FINANCIAL REVIEW

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

UNANIMOUSLY RESOLVED to approve assigning the role of Erlestoke Parish Independent Internal Financial Auditor for Bank Reconciliation to Keith Lewcock.

Councillor Lewcock will be allocated access to online banking with the Parish accounts in order to review the cashbook and the reconciliation prior to the Parish meetings.

534/19 SALARY OVERPAYMENT TO PREVIOUS CLERK

It was discussed and agreed for the clerk to contact the former clerk in regards to an apparent overpayment in the salary of December 2018. This was in relation to the Total Income Tax deduction of £132.20 that was paid to both the former clerk and also HMRC.

535/19 REMOVAL OF GENERAL POWER OF COMPETENCE

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

UNANIMOUSLY RESOLVED to redact the General Power of Competence until such time as the new clerk is appropriately qualified.

536/19 ELECTRIC SUB STATION ERLESTOKE UPDATE

The update was noted and the clerk will send an email to Wansborough Solicitors to confirm what is happening and the cost incurred to date.

537/19 PARISH STEWARDS UPDATE

Chairman Jonik reported the blocked drains to the Gully Service Team. The issue has subsequently been reported to the Area Technician due to the requirement of Traffic Management during this service.

There will be no Steward attending in August.

538/19 IOC DATA PROTECTION FEE

It was noted that Erlestoke Parish is exempt from paying the Data Protection Fee.

539/19 PLANNING APPLICATIONS

Planning applications were noted.

540/19 PLANNING APPLICATIONS DETERMINED

Planning applications determined were noted.

541/19 CORRESPONDENCE FROM WILTSHIRE COUNCIL

Correspondence was noted.

542/19 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 - ongoing
- Fracking
- Broadband – just received fibre in the village and there are some complaints that some people still do not get the improved internet speed
- Play Area
- Erlestoke Lakes
- Erlestoke Woods
- Village Hall - ongoing

543/19 TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

543/19.1 FOOTPATHS – none received

543/19.2 POLICE – none received

544/19 Correspondence circulated via clerk's email for noting

Correspondence noted.

545/19 Date of next meeting will be Wednesday 21st August 2019

Meeting closed at 9.35pm.