

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

18th September 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 25th September 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 25th September 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 21st August 2019.

4. REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL

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

5. FINANCE

5.1 BANK BALANCES

Balance as of the 20th August 2019

Treasurers Account £5197.38

Business Bank Instant £8749.53

5.2 BANK RECONCILIATION – 20.09.19

For noting, circulated with agenda.

5.3 UPDATED CASH BOOK – 20.09.19

For noting, circulated with agenda.

6. PAYMENTS BY DIRECT DEBIT

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

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

7. GENERAL POWER OF COMPETENCE

The following has come to my attention and requested that the members note that;

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, Erlestone 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. IOC DATA PROTECTION FEES

On further investigation Erlestoke Parish needs to make a payment of £40 to the IOC for data protection fees, or £35 if paid by direct debit. It is requested that the councillors resolve the payment of £35.

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. ST JOHN AMBULANCE GRANT REQUEST

Members are requested to consider the request by St Johns Ambulance for a grant to help cover their service maintenance cost.

13. VILLAGE BUS STOP

Members are requested to consider the need for a refurbishment of the bus stop. A working party has been proposed for the maintenance of the bus stop.

14. SPEEDING

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

15. WILDFLOWER AREAS

As per the request in the Highways August Newsletter the councillors are asked to consider suitable wild flower areas in the parish. The areas need to be wide enough to accept an agricultural tractor and flail; accessible; level ground; suitable soil etc

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. CLERK REQUESTING WRITTEN PERMISSION FOR SECOND PART TIME POSITION

In accordance with the clerk's contract it is requested that written permission is provided for a second part time position of eight hours a week is secured.

19. PARISH ACCOUNTS RECONCILIATION AND REVIEW

Councillor Lewcock has undertaken a review and reconciliation of the parish accounts. This has been a considerable undertaking as there have been several errors and omissions over the past two financial years. Councillor Lewcock and the clerk are now working to ensure the accounts are in good order and that a transparent and thorough system is in place to go forward.

19.1 Members are requested to consider the setting up of an online payment transfer. Payments via this system can only be made if the payment is stated in the budget and it will then need two registered councillors to email their approval.

19.2 Members are requested to consider having all the Councillors as registered signatories on the Parish account.

19.3 Members are requested to detail the amount of money needed for planned projects such as a playground improvement and document these amounts as ringfenced in the accounts.

19.4 Members are requested to note that the previous clerk has transferred the overpayment of £132.20 on the 2nd September 2019.

20. CLERK PAID QUARTERLY

It is requested that the councillors note that the clerk has requested and is happy to receive her payments quarterly.

21. CLERK PROBATIONARY PERIOD FINISHED

It is written in the clerk's contract that the appointment is subject to satisfactory completion of a probationary period of not less than 26 weeks. This period ended on the 27th August 2019. It is requested that the members confirm that the appointment is complete.

22. PLAYPARK MAINTENANCE AND ROSPA INSPECTION RESULTS

It is requested that the councillors consider the playpark area and the results of the inspection and how to manage the maintenance needed.

23. ROSPA PLAY PARK ANNUAL INSPECTION INVOICE

It is requested that members resolve the invoiced payment of £94.80 (£79 and £15.80 VAT).

24. CLERK WALC TRAINING DAY INVOICE

It is requested that the members resolve the payment of £78 (£65 and £13 VAT) for the clerk's training day 'The Clerk's Year – what to do when'. The attendance on this training was approved at the parish meeting on the 17th April 2019 minuted 475/19.

25. ERLESTOKE LAKE AND WOODS

It is requested that the members consider the issues surrounding the recent incident at the lake and general issues regarding the woods.

26. THE GEORGE AND DRAGON

It is requested that the members consider the issues regarding The George and Dragon establishment that was previously a public house.

27. CODE OF CONDUCT CHANGES

Members are asked to consider the briefing note No. 19-025 regarding the Changes to arrangements for dealing with Code of Conduct Complaints and the adoption of a Code of Conduct for the parish.

28. SPEED INDICATOR

It is requested that the members consider a device upgrade.

29. LOWER ROAD CONDITION

It is requested that the members consider the Lower Road and the bank and tree encroachment.

30. PLANNING APPLICATIONS

Application Number	Applicant	Location of Development	Description of Development
19/08569/FUL		3 Pudnell Farm Cottage, Erlesetoke SN10 5UG	Single-storey and two-storey extensions RETURN DATE 14 th OCTOBER

31. PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision

32. CORRESPONDENCE FROM WILTSHIRE COUNCIL

Emails sent by the clerk;

- 4.9.19 Eastern Area Planning Committee meeting on the 9th September cancelled
- 4.9.19 Briefing Note no. 19-023 in regards to the proposed amalgamation of Larkrise, St Nicholas and Rowdeford special schools.

- 4.9.19 Devizes Area Board meeting details
- 4.9.19 – agenda for the Devizes Area Board, Monday, 9th September
- 4.9.19 Community Governance Review - expressions of interest sought from parishes
- 4.9.19 Temporary Closure of: B3098 Westbury Road (Part) Edington (16/10/19)
- 4.9.19 The draft minutes for Eastern Area Planning Committee, Thursday, 15th August
- 12.9.19 Wiltshire Housing Site Allocations Plan - Consultation on Further Main Modifications

- 12.9.19 Highways and Environment August newsletter

- 12.9.19 Briefing Note 19-025 Code of Conduct Complaints

- 12.9.19 Council Tax Setting Programme

- 16.9.19 Wiltshire Local Plan Review Consultation Events - September/October 2019

- 17.9.19 Planning application for 3 Pudnell Farm, Erlestoke

33. 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

34. TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

- 34.1** Councillor Jonik - **Website and Footpaths**
- 34.2** Councillor Lewcock - **Cricket and Golf Club, Leisure and Entertainments and the Erlestoke Prison**
- 34.3** Councillor Frise-Morgan - **Health and Wellbeing and the Village Hall**
- 34.4** Councillor N Barton – **Play Area Officer and Community Police**
- 34.5** Councillor Durham - **Information Technology**
- 34.6** Councillor M Barton - **General Maintenance**
- 34.7** **POLICE** – none received

35. CORRESPONDENCE CIRCULATED VIA CLERK'S EMAIL FOR NOTING

- 4.9.19 Eastern Area Planning Committee meeting on the 9th September cancelled
- 4.9.19 Briefing Note no. 19-023 in regards to the proposed amalgamation of Larkrise, St Nicholas and Rowdeford special schools.

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- 12.9.19 Council Tax Setting Programme
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- 17.9.19 Planning application for 3 Pudnell Farm, Erlestoke

Next meeting will be the Annual Parish Meeting on Wednesday 13th November 2019.

ERLESTOKE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 21st August 2019

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

In Attendance: Mrs Polly Doyle – Parish Clerk
Tamara Reay, Chief of Staff for Claire Reay who is MP for the Devizes Constituency

Public Participation – No public were in attendance

Tamara Reay explained to Erlestoke Parish Council the role that MP Claire Reay held as Cop26 president and that the location of choice for the Cop global event was Glasgow. Ms Reay was briefed about the ongoing concern for the village of having no community space. Consequently, the very popular Pop Up pubs are organised periodically. The option of a village hall is currently at a standstill. There are plans, with permission, for a village hall in a new location to be built, but it is too expensive to take further.

Ms Reay asked about grant funding. The council explained that European funding is uncertain for the foreseeable future and Lottery money appeals have not been successful. Currently there are talks in regards to doing a joint venture with The Cricket Club. Ms Reay spoke about the programme of activity that runs at her own parish village hall that secured funding to be built.

546/19 APOLOGIES

Apologies were received from Councillors J Hunt-Davis, J B R Durham, N Barton and Mike Barton.

Councillor F Morgan-Frise informed the meeting that she would only be able to attend for a limited period of time. It was decided to discuss the most vital topics whilst there was a quorum and defer the remaining agenda items for the next parish meeting.

547/19 DECLARATIONS OF INTEREST

There were no declarations of interest.

548/19 MINUTES

The minutes of the Parish Council Meeting held on Wednesday 10th July 2019, having previously been circulated were signed and confirmed by the Chairman, Councillor Jonik as a correct record.

549/19 REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL

Councillor Richard Gamble informed the Parish Council that the next Devizes Area Board meeting will be on Monday 9th September 2019 at The Devizes Hub and Library. The meeting starts at 6.30pm.

Councillor Gamble highlighted the Wiltshire Bobby Van Trust which works in partnership with the Wiltshire Police to provide a home security service for older vulnerable people throughout Wiltshire. The Trust runs a forum on how to keep safe online, which Councillor Gamble recommends attending.

Part of the A350 through Westbury will be closed for road works during September and October with a long diversion, which will cause traffic issues. It is felt that not enough notice has been given. The Erlestoke community is vulnerable due to the diversions and potential HGVs coming through the village. Councillor Gamble has been talking to Edington regarding a weight limit, which would be beneficial to drivers as well.

There is to be a road closure on Grove road in Market Lavington as the road is being resurfaced. This will affect school run traffic and will run from the 15th to 17th October from 7am to 7pm.

There is to be a social plan consultation to review the core strategy on the 1st October in Calne at 6pm. The meeting is aiming to start a conversation about what will be involved and

looks as far ahead as 2036. Part of the discussion will be about how accommodation can accommodate a flow of small houses. Currently the policy is against developments, with the presumption that villages are against new homes being built. Policy only allows affordable houses and never more than ten. However, some small villages may actually want more houses.

The Erlestoke area will cease to be part of the East Housing Area to join the Chippenham Housing Area. The East had 8 years worth of housing development, whilst Chippenham now have 5 years. If land supply is not sufficient then communities become vulnerable to change that is not necessarily wanted. Councillor Gamble believes that we are better off being with Chippenham.

It was also flagged that there was a need for public transport service to support rural locations.

550/19 FINANCE

550/19.1 BANK BALANCES

Balance as of the 9th August 2019

Treasurers Account £6581.56

Business Bank Instant £8749.53

The bank balances were noted.

550/19.2 BANK RECONCILIATION – 09.08.19

The bank reconciliation was noted.

550/19.3 UPDATED CASH BOOK – 09.08.19

The updated cashbook was noted.

551/19 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 July 2019.

552/19 GENERAL POWER OF COMPETENCE

The issue of the General Power of Competence was deferred until the next meeting.

553/19 SMALL EVENTS SELLING ALCOHOL

The issue of small events selling alcohol was deferred until the next meeting.

554/19 CLERK SALARY FOR APPROVAL

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

UNANIMOUSLY RESOLVED to approve the clerk salary payment of£766.34 for the periods of 22nd May to 15th August 2019.

555/19 NEW PERSON TO TAKE RESPONSIBILITY FOR THE DEFIBRILLATOR NEEDED

No one has volunteered for this position so far and the issue has consequently been deferred until the next meeting.

556/19 WILTSHIRE SEARCH AND RESCUE GRANT REQUEST

The grant request was deferred until the next meeting.

557/19 DRAFT MINUTES

It was agreed that the draft minutes could be circulated as soon as possible after the 27th August.

558/19 VILLAGE BUS STOP

After complaints were received from members of the village community regarding the poor state of the bus stop the area was inspected and photos taken. It was agreed that the bus stop would benefit from a wash and a paint and that a working party would be set up. A date will be set and publicised with a call to villagers to help with the initiative.

559/19 SPEEDING

The issue of speeding was deferred until the next meeting.

560/19 PLAYPARK MAINTENANCE

It has been flagged that the state of the playpark, particularly around the equipment, is poor and has long grass. A community member has kindly offered to monitor and work on the areas as needed.

The Clerk had contacted the steward team and although stewards are not scheduled to maintain the grass in August they agreed to endeavour to fulfil this request.

The state of the playpark was discussed with it materialising that a member of the council has emptied the bin on several occasions. There was concern about the apparent use of weed killer on the area and the clerk is to ask the company contracted to cut the grass if they used weed killer.

561/19 DOG MESS

The issue of dog mess was deferred to the next meeting.

562/19 VILLAGE HALL

Councillor Lewcock is currently talking to the Cricket Club about embarking on a joint venture as the Club only has a small number of members and the Parish owns the Secret Garden and the neighbouring parking.

The Cricket Club had money pledged to them but not enough to cover the building costs. A power source is the main issue. Securing a supply of electricity was not included in the original plan and this has been quoted to cost between £30 to 50 thousand.

A new roof for the current village hall has been explored and unfortunately came to standstill. It may be possible for a prefabricated unit to be used on a temporary basis as long as it has heating, insulation and practical flooring so that events can be held all year round.

It is understood that the Cricket Club receive funding for their club house based on being used in the summer months only. They were unable to secure a Sports England grant due to having a small number of members and having already received a grant. Emphasis would be on the Parish Council to raise the funds.

It is possible to use the venue as it is currently, with a view to investing money to improve the facilities. However, it was suggested that the facilities are not user friendly for events.

A Pop Up Pub has been proposed for the 20th September 2019. The plan is to have cheese and wine in the church. An event license will need to be secured.

563/19 Councillor Morgan-Frise left the meeting at 8.30pm.

564/19 PLANNING APPLICATIONS

No planning applications to note.

565/19 PLANNING APPLICATIONS DETERMINED

Planning applications determined were noted.

566/19 CORRESPONDENCE FROM WILTSHIRE COUNCIL

Emails sent by the clerk from Wiltshire Council were noted.

567/19 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
Broadband
Play Area
Erlestoke Lakes
Erlestoke Woods
Village Hall

Discussion was deferred until the next meeting.

568/19 TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

568/19.1 Councillor Jonik - Website and Footpaths

It has been noted that private hedges have been cut without the owner's permission. It is requested that if anyone thinks that there is an obstruct on a public right of way can they inform the council who will then in turn inform the owner about the issue.

568/19.2 Councillor Lewcock - Cricket and Golf Club, Leisure and Entertainments and the Erlestoke Prison – none received

568/19.3 Councillor Frise-Morgan - Health and Wellbeing and the Village Hall – none received

568/19.4 Councillor N Barton – Play Area Officer and Community Police – none received

568/19.5 Councillor Durham - Information Technology – none received

568/19.6 Councillor M Barton - General Maintenance – none received

568/19.7 Police – none received

569/19 CORRESPONDENCE CIRCULATED VIA CLERK'S EMAIL FOR NOTING

Correspondence was noted.

570/19 Date of next meeting will be Wednesday 2nd October 2019

Meeting closed at 9.40pm.