

# 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

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

12<sup>th</sup> December 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 18<sup>th</sup> December 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 18<sup>th</sup> December 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 6<sup>th</sup> November 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**

<b>Balance as of the</b>	<b>2019</b>
Treasurers Account	£3773.49
Business Bank Instant	£8749.53

**5.2 BANK RECONCILIATION – 29.10.19**

For noting, circulated with agenda.

### **5.3 UPDATED CASH BOOK – 29.10.19**

For noting, circulated with agenda.

#### **6. CLERK TIMESHEETS AND PAY**

Councillors are asked to note the clerk's timesheets and pay.

#### **7. PAYMENTS BY DIRECT DEBIT**

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

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

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

#### **8. SPEED INDICATOR BATTERIES**

It is requested that members resolve the following payments to the Chairman Stan Jonik for the purchase of speed indicator batteries;

11<sup>th</sup> November 2019 - £140.96 - Speed indicator batteries from Hardwarexpress

#### **9. MAINTENANCE MATERIALS FOR SECRET GARDEN ENTRANCE AND PLAY AREA**

It is requested that members resolve the following payments to the Chairman Stan Jonik for the purchase of materials for the play area.

8<sup>th</sup> November 2019 - £12.80 – Wickes Bag of granular sub base

8<sup>th</sup> November 2019 - £31.34 – Mole Valley Farmers stakes

#### **10. HMRC REPAYMENT CHEQUE**

It is requested that the members note that an HMRC repayment cheque of £360.08 has been received and deposited in the Parish current account.

#### **11. RoPSA REPORT AND PLAYGROUND MAINTENANCE**

Update on the play park maintenance status.

#### **12. POCKET PARKS GRANT FUNDING APPLICATION**

Councillors are requested to discuss and decide on the opportunity for Erlestoke to apply for the Pocket Park Grant funding including quotes for equipment and potential for the necessary match funding. We have the required support from Wiltshire Council for us to make the application. The deadline is 5pm on the 31<sup>st</sup> December 2019. We are able to claim up to £25K for a refurbished play park, with a need to match fund around 30% of the requested amount.

#### **13. SETTING OF THE PRECEPT FOR 2019/20**

Councillors are requested to discuss and set the precept requirement for 2019/20. The council request form needs to be completed and returned by the 24<sup>th</sup> January 2020.

#### **14. SSE CONTRACT**

Councillors are requested to review and confirm whether they are satisfied by the contract drawn up by Wansborough Solicitors regarding the Electricity Substation Lease.

#### **15. CO-OPTION OF TWO NEW COUNCILLORS**

It has been confirmed by Wiltshire Council that Erlestoke Parish are able to co-opt two new councillors. The Council are requested to consider the potential for recruiting new councillors.

#### **16. ADOPTION OF CO-OPTION POLICY**

Councillors are requested to consider and adopt the Co-option Policy for reasons of transparency and fairness.

#### **17. NOTICE TO DISPOSE OF ST GEORGE AND DRAGON PUBLIC HOUSE**

Councillors are requested to consider the update of the George and Dragon Public House, specifically access to grants and funds through Parish and Town Council borrowing.

#### **18. ERLESTOKE WOODS UPDATE FROM DIO LANDMARC**

Councillors are requested to consider the update provided by DIO Landmarc. The clearance is expected to be completed in the near future, whilst the tree planting is expected to take place in January. They will also be felling about 25 Ash trees with Ash Dieback disease that are near the road.

#### **19. PARISH MEETING DATES FOR 2020**

Councillors are requested to consider and set parish meeting dates for 2020.

#### **20. PLANNING APPLICATIONS**

<b>Application Number</b>	<b>Applicant</b>	<b>Location of Development</b>	<b>Description of Development</b>

No planning applications to note.

#### **21. PLANNING APPLICATIONS DETERMINED**

<b>Application Number</b>	<b>Location of Development</b>	<b>Description of Development</b>	<b>Decision</b>
19/08569/FUL	3 Pudnell Farm, Erlestoke	Single storey and two story extensions	Approve with conditions

**22. 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

**23. TO RECEIVE REPORTS FROM EPC REPRESENTATIVES**

**23.1** Councillor Jonik - **Website and Footpaths**

**23.2** Councillor Lewcock - **Cricket and Golf Club, Leisure and Entertainments and the Erlesoke Prison**

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

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

**23.5** Councillor Durham - **Information Technology**

**23.6** Councillor M Barton - **General Maintenance**

**23.7 Police** – Please note the Policing report for October sent on the 12<sup>th</sup> November

**Next Parish meeting will be on Wednesday 29<sup>th</sup> January 2019.**

# ERLESTOKE PARISH COUNCIL

Draft minutes of the Parish Council Meeting held on Wednesday 6<sup>th</sup> November 2019

**Present:** Councillor J S F Jonik – (Chairman)  
Councillor K Lewcock  
Councillor James Durham

**In Attendance:** Mrs Polly Doyle – Parish Clerk

**Public Participation** – No public were in attendance

Councillor Lewcock informed the council that he would not be providing 'Stick and Flick' posters and it was thought that they are not appropriate for the area.

A discussion was held regarding whether new batteries should be bought for the Speedometer or whether a solar panel should be purchased. The batteries are currently draining fast.

## **607/19 APOLOGIES**

Apologies were received from Fiona Morgan-Frise

## **608/19 DECLARATIONS OF INTEREST**

No declarations of interest were raised.

## **609/19 MINUTES**

The minutes of the Parish Council Meeting held on Wednesday 25<sup>th</sup> September 2019, having previously been circulated were signed and confirmed by the Chairman, Councillor Jonik as a correct record.

## **610/19 REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL**

Councillor Richard Gamble was not in attendance.

The next Area Board meeting is on the 18<sup>th</sup> November 2019.

## **611/19 FINANCE**

### **611/19.1 BANK BALANCES**

**Balance as of the 29<sup>th</sup> October 2019**

Treasurers Account                      £4424.55

Business Bank Instant            £8749.53

The bank balances were noted.

**611/19.2        BANK RECONCILIATION – 29.10.19**

The bank reconciliation was noted.

**611/19.3        UPDATED CASH BOOK – 29.10.19**

The updated cashbook was noted.

**612/19            CLERK TIMESHEETS AND PAY**

The Clerk's timesheets were noted and salary cheques completed.

**613/19            PAYMENTS BY DIRECT DEBIT**

Members noted the following payments by direct debit.

14<sup>th</sup> October 2019 - **£5.39** Zen Internet

12<sup>th</sup> September 2019- **£5.39** Zen Internet

**614/19            BANK TRANSFER**

The following bank transfer was noted and remittance forms signed.

21<sup>st</sup> October 2019 - £395 – Miles and Francis for grounds maintenance

**615/19            IOC DATA PROTECTION FEES**

The direct debit form was signed and payment to be made.

**616/19            DEFIBRILLATOR RESPONSIBILITY**

Mike Donnachie has agreed to be responsible for the parish defibrillator.

**617/19            RoPSA REPORT AND PLAYGROUND MAINTENANCE**

Chairman Jonik has reviewed the RoSPA playground report and drawn up a list of action points. An action group will be arranged and email sent out with the for additional help from the village. Chairman Jonik will arrange the necessary materials for the mending points.

A big thank you to Chairman Jonik who has also personally provided necessary maintenance to the Secret Garden entrance as there was a large dip in the road track.

**618/19            ERLESTOKE LAKE AND WOODS**

A meeting was requested by Chairman Jonik, but no response has yet been received.

**619/19 LIVE AMMUNITION**

The incident of live ammunition was noted.

**620/19 UNITARY DIVISIONS**

No comment was made.

**621/19 COUNCILLOR RESIGNATIONS**

It was noted with regret that Councillors N. Barton and M. Barton have resigned their posts. The Parish Council would like to thank Councillors N. Barton and M. Barton for all their time and dedicated work, it is much appreciated by the community.

The positions of vacancy are in the parish and council noticeboard until the 21<sup>st</sup> November.

**622/19 FLOOD WARDEN**

Bill Kemp has kindly agreed to become Erlestoke's Flood Warden and will be the contact for the Environment Agency in the event of any emergencies..

**623/19 NOTICE TO DISPOSE OF ST GEORGE AND DRAGON PUBLIC HOUSE**

Councillor Lewcock has written a letter to express the wish to be treated as a potential bidder for the George and Dragon.

A community benefit group has been set up to work on Erlestoke Council's behalf and the Council would like them to continue to do so.

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

**UNANIMOUSLY RESOLVED** that Erlestoke Village will be treated as a potential bidder for the George and Dragon public house.

**624/19 PLANNING APPLICATIONS**

Application Number	Applicant	Location of Development	Description of Development

No planning applications to note.

**625/19 PLANNING APPLICATIONS DETERMINED**

Application Number	Location of Development	Description of Development	Decision



No planning applications determined to note.

**626/19 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

Nothing to report regarding the above issues.

**627/19 TO RECEIVE REPORTS FROM EPC REPRESENTATIVES**

**604/19.1 Councillor Jonik - Website and Footpaths**

The parish steward will be contacted to find out if clearing an overgrown footpath would be within their remit.

**604/19.2 Councillor Lewcock - Cricket and Golf Club, Leisure and Entertainments and the Erlestoke Prison**

**604/19.3 Councillor Frise-Morgan - Health and Wellbeing and the Village Hall**

**604/19.4 Position vacant – Play Area Officer and Community Police**

**604/19.5 Councillor Durham - Information Technology**

**604/19.6 Position vacant - General Maintenance**

**604/19.7 POLICE – none received**

No reports were received from the above areas.

**628/19 Next meeting will be the Annual Parish Meeting on Wednesday 18<sup>th</sup> December 2019.**

**The meeting closed at 08.30pm**