

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  
Councillor Joanne Simmons

23<sup>rd</sup> April 2020

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**. Due to the Coronavirus outbreak and recent Governmental restrictions on leaving the home the meeting will be held **online on Wednesday 29<sup>th</sup> April 2020 at 7.30pm**.

**Regulation 5 of the 2020 Regulations permits the holding of remote meetings.** The public are welcome to join and participate in the meeting for the period of public participation. After this time the public are permitted to stay within the online meeting, but are not permitted to participate. Should a member of the public wish to join the meeting they are invited to contact the Parish Clerk, Polly Doyle or an Erlestoke Parish Councillor. Alternatively, a member of the public can contact the Clerk or any of the Councillors if they wish to have an issue highlighted or question asked in their absence. Please note that no decision can be made on issues raised during the public participation period as it has not been included on the agenda. The online meeting will be widely published.

Yours sincerely

Polly Doyle  
Parish Clerk

## **ERLESTOKE PARISH COUNCIL**

**Wednesday 29<sup>th</sup> April 2020**

**Public Participation** – To receive questions from members of the public that have been previously submitted or be joined online by a member of the public that has previously requested to participate.

## **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 1<sup>st</sup> April 2020.

### **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. REVIEW OF PROTOCOL FOR VIRTUAL MEETINGS**

Councillors are requested to review and resolve the Protocol for Virtual Meetings.

### **6. REGULATIONS REGARDING THE ANNUAL PARISH MEETING AND CHAIRMAN VOTE**

Regulations 3 - The Councillors are requested to note that due to parish meetings not being included in the new 2020 Regulations that allow remote meetings, then they are consequently still required to be held in person. In light of the Governments current COVID-19 related restrictions it is not suitable for the Annual Parish Meeting to be held.

Regulation 4 – this provides that where an appointment would otherwise be made or is required to be made at an annual meeting of a local authority, the appointment continues until the next annual meeting of the authority or until such time as that authority may determine (Regulation 4 (2). This would apply to the election of the chairman.

## **7. VOTE FOR APPLICANT OF VACANT COUNCILLOR POSITION**

Following the review and interview of the applicant, a discussion by the Parish Council and a subsequent resolve will be held.

## **8. FINANCE**

### **8.1 BANK BALANCES**

#### **Balance as of the 22<sup>nd</sup> April 2020**

Treasurers Account	£	2,310.86
Business Bank Instant	£	8,749.53

### **8.2 BANK RECONCILIATION – 29.10.19**

For noting, circulated with agenda.

### **8.3 UPDATED CASH BOOK – 22.04.2020**

For noting, circulated with agenda.

## **9. CLERK TIMESHEETS AND PAY**

Councillors are asked to note and resolve the clerk's timesheets and pay for both February (decision deferred) and March 2020.

## **10. CLERK SLCC MEMBERSHIP RENEWAL**

Councillors are asked to review and resolve the renewal of the clerk's membership to SLCC. Subscription is £78 for the year.

## **11. PAYMENTS BY DIRECT DEBIT**

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

14th March 2020 - **£5.39** Zen Internet

## **12. DEBIT CARD FOR ERLSTOKE COUNCIL BANK ACCOUNT**

Councillors are asked to consider the application for a debit card for the Council bank account.

**13. COVID 19 COMMUNITY ACTION**

Councillors are asked to review the system of volunteers to ensure anyone who is isolating receives the support they need.

Councillors are also asked to consider any further action the Council could take to support the community

**14. SKIP HIRE FOR ERLESTOKE PARISH**

Councillors are requested to consider and resolve the hire of a skip for the use of Erlestoke Parish residents.

**15. UPDATE ON THE GEORGE AND DRAGON**

Update on the campaign to save The George and Dragon pub.

**16. MEMORIAL PLAQUE FOR ROGER HAMPTON**

Councillors are requested to resolve payment for a wood and stainless steel plaque that has been chosen to go in front of the planted tree in The Park and it will cost approximately £90. Christine Hampton has chosen the words for the plaque.

**17. OPERATION MENAI, FORTH AND LONDON BRIDGE PROTOCOL CONSIDERATION**

Councillors are asked to consider and resolve the action Erlestoke Parish Council would like to take in the sad event of the death of one of the key Royals.

In a previous unresolved discussion there was mutual consensus on an official statement being published on the parish website and notice board. Additionally, the flag would be flown at half-mast. A book would be laid out in the church for the public to sign in the event of the Queen's death. Action during the lockdown period would be reviewed.

**18. WARNING TRIANGLE TO PREVENT ACCIDENTS**

Councillors are asked to resolve the decision on installing a warning triangle.

In the previous discussion the Council acknowledged that the site of triangle would be well before where the accidents are happening and this is out of the parish jurisdiction. It is understood that most of those involved with the accidents are local residents who know the roads, so a warning triangle would potentially have minimal impact.

**19. SOLAR PANELS**

Councillors are asked to discuss the benefit, cost and practicalities of installing solar panels to replace the batteries in the speed sign.

Edington Parish have replied to say that they used 'Message Maker' for their solar powered sign and recommended them.

## **20. LOCAL ELECTRICITY BILL**

Councillors are requested to consider the Local Electricity Bill and resolve whether to support the Bill by means of a letter to the local MP and the campaigners Power for People. Information provided by the campaigners is provided below;

### The Local Electricity Bill

- aims to address the current situation, whereby the very large financial setup and running costs involved in selling locally generated renewable electricity to local customers result in it being impossible for local renewable electricity generators to do so,
- if made law, would make these financial costs proportionate to the scale of a renewable electricity supplier's operation and empower councils, together with their communities, to sell locally generated renewable electricity directly to local people, businesses and organisations, and
- would result in revenues received by councils or community organisations that set up local renewable electricity companies, which could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities;

## **21. DOG FOULING**

Councillors are requested to consider the issue of dog fouling in Erlestoke Woods.

## **22. PLANNING APPLICATIONS**

<b>Application Number</b>	<b>Applicant</b>	<b>Location of Development</b>	<b>Description of Development</b>
20/02143/FUL	Mr John Lomas	Brounckers House, Lower Road, Erlestoke, Devizes, SN10 5UE	Change of use from agricultural to equestrian along with the construction of a stable block, tack room, muck heap and menage

## **23. PLANNING APPLICATIONS DETERMINED**

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

No planning applications determined to note.

**24. 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

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

**26.1 Councillor Jonik - Website and Footpaths**

**26.2 Councillor Lewcock - Cricket and Golf Club, Leisure and Entertainments and the Erleske Prison**

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

**26.4 Position vacant – Play Area Officer and Community Police**

**26.5 Councillor Durham - Information Technology**

**26.6 Position vacant - General Maintenance**

**26.7 Mr. Bill Kemp – Flood Warden**

**26.8 PCSO Georgie Dodd - Police**

**Next meeting will be on Wednesday 20<sup>th</sup> May 2020.**

**ERLESTOKE PARISH COUNCIL**

Draft minutes of the Parish Council Meeting held on  
Wednesday 1<sup>st</sup> April 2020

Please note the meeting was held online.

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

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

**Public Participation**

Statement from Chairman Stan Jonik of Erlestoke Parish Council.

The Coronavirus has changed the way we will hold council meetings for the foreseeable future. The safest way to do this is Online although there seems to be some confusion if this is permissible. The council meeting will be mainly for information and safety procedures to combat the coronavirus. No new resolutions will be made and items that require a vote will be deferred until further notice, minutes will be published as normal.

The agenda had been published on the Parish website and on the notice board. There were no requests by the public for any issues to be raised at the meeting.

**702/20            APOLOGIES**

Apologises were passed on by Councillor Hunt-Davies.

**703/20            DECLARATIONS OF INTEREST**

No declarations of interest were raised.

**704/20            MINUTES**

The minutes of the Parish Council Meeting held on Wednesday 26<sup>th</sup> February and the extraordinary meeting on Wednesday 11<sup>th</sup> March 2020, having previously been circulated were confirmed by the Chairman, Councillor Jonik as a correct record.

**These minutes are to be signed at the next convenient opportunity.**

**705/20            REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL**

The report from Councillor Richard Gamble has been deferred until the next meeting.

**706/20 VOTE FOR APPLICANT OF VACANT COUNCILLOR POSITION**

The vote for the new applicant has been deferred until the next meeting.

**707/20 FINANCE**

**707/20.1 BANK BALANCES**

**Balance as of the 26<sup>th</sup> March 2020**

Treasurers Account	£	2,327.87
Business Bank Instant	£	8749.53

The bank balances were noted.

**707/20.2 BANK RECONCILIATION – 29.10.19**

The bank reconciliation was noted.

**707/20.3 UPDATED CASH BOOK – 26.03.2020**

The updated cashbook was noted.

**708/20 CLERK TIMESHEETS AND PAY**

The Clerk's pay and timesheet for February were noted and approved. A resolve to be held at the next opportunity.

**709/20 PAYMENTS BY DIRECT DEBIT**

The following payments by direct debit were noted and approved;

12th March 2020 - £5.39 Zen Internet

26<sup>th</sup> March 2020 - £11.99 Annual subscription for domain name

**710/20 DEBIT CARD FOR ERLESTOKE COUNCIL BANK ACCOUNT**

The application for a debit card for the Council bank account was deferred.

The current situation in relation to Covid-19 and supporting the community is that Councillor Morgan-Frise has shopped for residents with the total amount never being more than £20. The residents have telephoned Councillor Morgan-Frise with a shopping list and then transferred the money across to her bank account. One resident left cash on Councillor

Morgan-Frise' doorstep. Two residents do not have internet but are supported by several people.

**711/20 COVID 19 COMMUNITY ACTION**

In addition to the Councillors, Erlestoke has one additional official volunteer for the Parish in relation to action taken during Covid-19 lockdown. One Councillor has volunteered with the NHS for telephone calls. It was felt that the situation in regards to community help was currently manageable. It was decided that The Council would hold weekly informal updates, in addition to the scheduled Council meetings, to monitor the ongoing situation. The informal meetings will be held at 7.30pm each Wednesday.

People are still driving up to Erlestoke woods, which they should not be doing. This is being monitored by the military. There is a noticeable police presence locally.

It is recommended that people look at the Salisbury Plain Training Area website for information regarding the rules during lockdown due to Covid-19.

<https://www.gov.uk/guidance/public-access-to-military-areas>

**712/20 DELEGATION OF POWERS**

The possible need for any delegation of powers was deferred.

**713/20 UPDATE ON THE GEORGE AND DRAGON**

Despite The Hub being given the grant by The Plunkett Foundation for £2.5k for the surveyor, unfortunately everything has been put on hold due to Covid-19. There was a commitment for a survey to be carried out by Mr MJ Hughes. However due to the travel restrictions he was unable to carry out the survey and it has been postponed to a later date.

This has meant that The Hub were unable to submit an offer on The George and Dragon before the expiry on the six months moratorium. The Hub are contemplating sending a letter to the planning authorities stating their concerns that they are currently unable to raise funds, but that they are still keen to purchase the property.

**714/20 MEMORIAL PLAQUE FOR ROGER HAMPTON**

A wood and stainless steel plaque has been chosen to go in front of the planted tree in The Park and it will cost approximately £90. Christine Hampton has chosen the words for the plaque. The resolution has been deferred.

**715/20 OPERATION MENAI, FORTH AND LONDON BRIDGE PROTOCOL  
CONSIDERATION**

The action Erlestoke Parish Council would take in the sad event of the death of one of the key royals was discussed. There was mutual consensus on an official statement being published on the parish website and notice board. Additionally, the flag would be flown at

half-mast. A book would be laid out in the church for the public to sign in the event of the Queen's death. Action during the lockdown period would be reviewed.

Decision was deferred.

**716/20            WARNING TRIANGLE TO PREVENT ACCIDENTS**

Councillors acknowledged that the site of triangle would be well before where the accidents are happening and this is out of the parish jurisdiction. It is understood that most of those involved with the accidents are local residents who know the roads, so a warning triangle would potentially have minimal impact.

The decision was deferred.

**717/20            SOLAR PANELS**

The batteries for the speed sign have run out and do not last long. The clerk is to contact Edington Parish for information.

The decision was deferred.

**718/20            REVIEW OF COUNCIL DOCUMENTS IN REGARDS TO THE AUDIT**

Councillor Lewcock has kindly agreed to assist with the preparations of the finances for the forthcoming audit.

**719/20            PLANNING APPLICATIONS**

<b>Application Number</b>	<b>Applicant</b>	<b>Location of Development</b>	<b>Description of Development</b>
20/01097/FUL	Mr and Mrs Worrall	Brookfield Lower Road Erlestoke Devizes Wiltshire SN10 5UE	Positioning bi-fold doors to rear elevation and small infill of entrance porch to side elevation

Planning application noted with no objections.

**720/20            PLANNING APPLICATIONS DETERMINED**

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

No planning applications determined to note.

**721/20            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

No issues were raised.

**722/20 TO RECEIVE REPORTS FROM EPC REPRESENTATIVES**

**722/20.1 Councillor Jonik - Website and Footpaths**

**722/20.2 Councillor Lewcock - Cricket and Golf Club, Leisure and**

**Entertainments and the Erleske Prison**

**722/20.3 Councillor Frise-Morgan - Health and Wellbeing and the Village Hall**

**722/20.4 Position vacant – Play Area Officer and Community Police**

**722/20.5 Councillor Durham - Information Technology**

**722/20.6 Position vacant - General Maintenance**

**722/20.7 Mr. Bill Kemp – Flood Warden**

**722/20.8 PCSO Georgie Dodd - Police**

Police report on the website and highways noted

**Next meeting will be the Annual Parish Meeting on Wednesday 29<sup>th</sup> April 2020.**