

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 J B R Durham
Councillor J J R Hunt-Davis
Councillor K Lewcock
Councillor F Morgan-Frise
Councillor L Jones

11th December 2020

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the **Meeting of Erlestoke Parish Council**. The meeting will be held **online via Zoom** on **Wednesday 16th December 2020 at 7.30pm**.

Regulation 5 of the 2020 Regulations permits the holding of remote meetings.

A period of public participation will take place prior to the formal opening of the meeting at 7.15pm. The Press and Public are welcome to attend the meeting. In accordance with the Parish Council's Standing Order No. 60. Due to the meeting being online the public are invited to contact the Clerk should they wish to join the meeting online. Additionally, the clerk or any of the Councillors can be contacted should a member of the public wish to highlight any issues or ask any questions. The online meeting will be widely published.

Yours sincerely

Polly Doyle
Parish Clerk

MEETING OF ERLESTOKE PARISH COUNCIL

Wednesday 16th December 2020

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 8th November 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. FINANCE

5.1 BANK BALANCES

| | |
|-----------------------|-----------|
| Treasurers Account | £ 5056.71 |
| Business Bank Instant | £ 8749.53 |

5.2 BANK RECONCILIATION

For noting, circulated with agenda.

5.3 UPDATED CASH BOOK

For noting, circulated with agenda.

6. PAYMENTS BY DIRECT DEBIT

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

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

7. MATERIALS FOR MAINTENANCE WORKS TO PLAY GROUND AND SECRET GARDEN

Members are requested to approve the following repayments to authorised councillors for materials purchased for maintenance work.

5th December 2020 - £19.40 to Chairman Jonik for postcrete from Wickes

3rd December 2020 - £85.28 to Chairman Jonik for timber from Mole Valley Farmers for maintenance work

2nd December 2020 - £54.99 to Councillor Lewcock for 12 road traffic cones for the Secret Garden

8. PROPOSED INCREASE TO EXPENDITURE ALLOWANCE ENABLED BY FINANCIAL REGULATIONS

Councillors are asked to consider an increase to the revenue expenditure limit that is currently £100.

4.5. In cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk's judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £100. The Clerk shall report such action to the chairman as soon as possible and to the council as soon as practicable thereafter.

9. UPDATE ON ONGOING POINTS

The clerk will update any previous points raised that are ongoing.

10. COVID-19 COMMUNITY ACTION

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

11. BLACK DOG CROSSROADS

Councillors are asked to support Cllr Richard Gamble's letter to Cllr Bridget Wayman,

(Cabinet Member for Cabinet Member for Highways, Transport and Waste) in requesting a change in the layout to the crossroads due to the high risk of accidents the current layout incurs.

12. PRECEPT BUDGET

Councillors are requested to consider the proposed budget for 2020/21 in light of the upcoming precept request.

13. COMMUNITY GROUP WORK ON PATHWAYS

Councillors are asked to consider the request to work together with local parishes to improve the footpaths. Chairman Jonik has mapped out the local paths.

14. SECRET GARDEN PICNIC TABLE

Councillors are asked to consider the state of the Secret Garden's picnic table, seats and posts. Quotes are currently being sought.

15. PLAN FOR IMPROVEMENT WORKS TO SECRET GARDEN AND ENTRANCE

Councillors are requested to consider the work needed to maintain the Secret Garden and its' entrance and the dip in the road. Materials have been purchased including traffic cones to protect areas and cordon off a pothole.

16. CAR PARK AT THE PARK

Councillors are requested to consider the increased use of the car park and the damage that has been caused.

17. SEDP SMALL CLAIMS LETTER

Councillors are asked to consider the proposed pre action conduct letter to SEDP in regards to signing the contract.

18. SPEEDING

Councillors are asked to consider the issue with speeding in The Park.

19. TREE PLAQUE

Councillors are asked to discuss the plaque for Roger Hamptons tree.

20. NEW SWING GATE

The Councillors are invited to consider the proposal to request the installation of a new swing gate at the entrance from Wiltshire Council Footpaths.

21. THE FOUR VILLAGES LINK

The Councillors are invited to discuss how The Four Villages Link can best provide services to the local residents.

22. PLANNING APPLICATIONS

| Application Number | Applicant | Location of Development | Description of Development |
|--------------------|----------------------|--------------------------------------|---|
| 20/05025/LBC | Mr Michael Donnachie | The Old School House, 34 High Street | Renew existing Sun Room Roof/Windows/Door |

23. PLANNING APPLICATIONS DETERMINED

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

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

| | |
|----------|--|
| 019/25.1 | Councillor Jonik - Website and Footpaths |
| 019/25.2 | Councillor Lewcock - Cricket and Golf Club, Leisure and Entertainments and the Erlestoke Prison |
| 019/25.3 | Councillor Frise-Morgan - Health and Wellbeing and the Village Hall |
| 019/25.4 | Position vacant – Play Area Officer and Community Police |
| 019/25.5 | Councillor Durham - Information Technology |
| 019/25.6 | Position vacant - General Maintenance |
| 019/25.7 | Mr. Bill Kemp – Flood Warden |
| 019/25.8 | PCSO Georgie Dodd - Police |

The next meeting will be held on Wednesday 27th January 2020.

ERLESTOKE PARISH COUNCIL

Draft minutes of the Parish Council Meeting held on

Wednesday 4th November 2020

Please note the meeting was held online.

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

In Attendance: Mrs Polly Doyle – Parish Clerk

Public Participation –

No public were in attendance.

113/20 APOLOGIES

Tamara Reay sent apologies for not being able to attend.

114/20 DECLARATIONS OF INTEREST

No declarations of interest raised.

115/20 MINUTES

The minutes of the Parish Council Meeting held on Wednesday 23rd September 2020, having previously been circulated were confirmed by the Chairman, Councillor Jonik as a correct record apart from the omission of Councillor J Durham being present. The minutes will be amended to reflect this.

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

116/20 REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL

Councillor Gamble reported that off road motor cyclists and off-road mountain bikers have become very disruptive and are causing damage to paths and have occasionally been abusive and dangerous. It is difficult for the MOD police to monitor such a large area, but have introduced the use of drones to combat this. Wiltshire police have also increased their proactivity and are gathering evidence. The abuse is of concern. Hopefully, action will moderate the problem. Any points or information should be forwarded to the MOD and Wiltshire police.

The Area Board meeting will be held on Monday 16th November online via Teams. Angus Macpherson, the Conservative Wiltshire Police and Crime Commissioner will be presenting as well as Sustainable Devizes. Sustainable Devizes will be talking about improving cycle routes and linking villages to the town which has been encouraged by the government. Tamara Reay will be presenting the future railway station and its' progression.

Councillor Gamble highlighted the problematic Black Dog crossroads as it has been accepted within Wiltshire Council to review areas that are prone to accidents. Councillor Gamble is keen for solutions not to be purely cosmetic.

Councillor Lewcock highlighted that another car has overturned in the same section of road past the golf course. Thankfully there were no fatalities, but the area is a cause for concern.

117/20 FINANCE

117/20.1 BANK BALANCES

| | |
|-----------------------|------------|
| Treasurers Account | £ 5,800.05 |
| Business Bank Instant | £ 8,749.53 |

The bank balances were noted.

117/20.2 BANK RECONCILIATION

Councillor Lewcock is currently working on the bank reconciliation.

117/20.3 UPDATED CASH BOOK

The updated cashbook was noted.

118/20 PAYMENTS BY DIRECT DEBIT

The following payments by direct debit were noted and approved;

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

119/20 UPDATE ON ONGOING POINTS

The Mole Valley account has been set up.

The Ash dieback work has started.

120/20 COVID-19 COMMUNITY ACTION

No current issues and the community seems well supported.

121/20 ICO DATA PROTECTION ANNUAL FEE

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to pay the ICO data protection annual fee of £40, which is due on the 25th November 2020. Paying by Direct Debit reduces the fee by £5.

122/20 CiLCA REGISTRATION FEE INCREASE

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to pay the clerk's CiLCA registration fee of £410.

123/20 RoSPA ANNUAL PLAYGROUND INSPECTION

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to pay the RoSPA playground annual inspection invoice for £94.80.

124/20 RoSPA INSPECTION REPORT

Councillors considered the recent report and agreed that teams of two employing social distancing measures can go and undertake necessary repairs during lockdown. The toddler seat was the priority to review and repair. An assessment of what materials are needed will be made and then an allocation of tasks.

125/20 PARISH MEETING AND ANNUAL PARISH MEETING DATES FOR 2021

The following dates were agreed for parish meetings in 2021;

Wednesday 27th January
Wednesday 10th March
Wednesday 21st April
Wednesday 2nd June
Wednesday 14th July
Wednesday 25th August
Wednesday 6th October
Wednesday 17th November

126/20 CLERK ANNUAL LEAVE REQUEST

The clerk's requests for annual leave for two weeks in December, from the 17th to the 31st December 2020 was granted.

127/20 SECRET GARDEN GRASS

The grass cutting in The Secret Garden was acknowledged.

128/20 SECRET GARDEN PICNIC TABLE

Councillors considered the state of the Secret Garden’s picnic table, seats and posts. Like for like quotes are currently being sought.

129/20 MAINTAINING PUBLIC RIGHTS OF WAY

Erlestoke have been approached by Keevil Parish Council asking for a coordinated approach to tackling the problem of maintaining public rights of way and Chairman Jonik volunteered to be the representative for Erlestoke Parish Council. The state of Erlestoke and the local area footpaths were considered along with the necessary maintenance. The footpath to The Bell is not well kept and the sign is down. MOD footpaths are in a decent state. The Wiltshire Council will be contacted to ensure that the signposts are well kept and in place. Chairman Jonik will audit the condition of the footpaths.

130/20 SSE UPDATED THE SUB STATION

It was noted and discussed that the substation has been updated by SSE. The substation has been replaced and has reduced in size.

There is frustration that Southern Electric have still not signed the contract in regards to back dated wayleave money that has been agreed and also ongoing rent. Erlestoke Parish Council first contacted the company in January 2018. It was agreed that the Council should start proceedings to take Southern Electric Power Distribution to the Small Claims Court. The clerk will draw up a letter for review.

131/20 PLANNING APPLICATIONS

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

Erlestoke Parish Council would like to highlight that Erlestoke is a conservation area and consequently all planned tree work must be submitted to the Council via a ‘works to tree’ application. It is a simple process to check and apply online:

<https://www.gov.uk/apply-work-on-protected-tree>

No planning applications to note.

132/20 PLANNING APPLICATIONS DETERMINED

| Application Number | Location of Development | Description of Development | Decision |
|---------------------------|--------------------------------------|-----------------------------------|-----------------|
| 20/07678/TCA | 26 The Park Erlestoke SN10 5TY | Work to five trees | No objections |

Planning application determined noted.

133/20 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
- Play Area
- Erlestoke Lakes
- Erlestoke Woods – Councillor Jones has sent out an email update.
- Village Hall

No issues were raised.

134/20 TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

- 134/20.1** Councillor Jonik - **Website and Footpaths**
- 134/20.2** Councillor Lewcock - **Cricket and Golf Club, Leisure and Entertainments and the Erlestoke Prison**
- 134/20.3** Councillor Frise-Morgan - **Health and Wellbeing and the Village Hall**
- 134/20.4** Position vacant – **Play Area Officer and Community Police**
- 134/20.5** Councillor Durham - **Information Technology**
- 134/20.6** Position vacant - **General Maintenance**
- 134/20.7** Mr. Bill Kemp – **Flood Warden**

Still waiting for the drains to be cleared by the pub.

- 134/20.8** Due to Covid-19 this work is currently centralised - **Police**

The meeting ended at 8.50pm.

The next meeting will be held on Wednesday 16th December 2020.