

ERLESTOKE PARISH COUNCIL

Parish Clerk

Mrs Polly Doyle
1 Pagnell Lane
Littleton Panell
Wiltshire
SN10 4EW

Chairperson

Councillor K Lewcock

To: Councillor K Lewcock (Chairperson)
Councillor A Rogers (Vice Chairperson)
Councillor C West
Councillor J B R Durham
Councillor F Morgan-Frise
Councillor J J R Hunt-Davis

6th June 2023

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 **in the Parish Church on Wednesday 14th June 2023 at 7.00pm**. (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. Please note that due to the lack of signal in the venue, Erlestoke Parish Council are unable to offer the meeting to be accessible online.

Yours sincerely

Polly Doyle
Parish Clerk

MEETING OF ERLESTOKE PARISH COUNCIL

Wednesday 14th June 2023

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 10th May 2023.

4. ELECTION OF CHAIRPERSON

Councillors are asked to vote for a new Chairperson.

5. REPORT FROM COUNCILLOR TAMARA REAY – WILTSHIRE COUNCIL

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

6. FINANCE

6.1 BANK BALANCES

Treasurers Account	£ 8,104.45
Business Bank Instant	£ 9,640.98

6.2 UPDATED CASH BOOK

For noting, circulated with agenda.

7. GODDARD AND SONS LTD INVOICE

Councillors are requested to consider and approve the invoice from Goddard and Sons Ltd for grass cutting for £576 including VAT.

8. CLERK TIMESHEETS

Members are requested to note the clerk's timesheets for May.

9. WIFI IN THE CHURCH

Councillors are requested to consider the WIFI in the church.

10. WELCOME WHITE GATES

Members are requested to consider and agree the cost and placement of white gates at the three entrances to the village.

11. CAR PARK UPKEEP

Councillors are requested to consider and agree on a plan for the upkeep and maintenance of the car park.

12. SWAST DEFIBRILLATOR SCHEME

Erlestoke have been fortunate to have the defibrillator scheme for free until now. The council are now required to pay for the service at £1800 for 4 years. It has been noted that the defibrillator may need to be replaced next year, which would be at the cost of the parish council. The Councillors are asked to consider and decide whether to continue with the defibrillator support scheme.

13. MEETING DATES

Councillors are requested to consider the meeting dates for August to December and whether to change the meeting day from Wednesday to Monday.

14. LAPTOP

Councillors are requested to consider the purchase of a replacement laptop.

15. REIMBURSEMENT

Councillors are asked to review and agree the following reimbursements to Councillor Lewcock;

Anti-theft security set from OG Secure for Secret Garden picnic benches x2

= £45.90 including VAT

Erdanker ground anchor from Groundbolt for Secret Garden picnic benches x6

= £86.50 including VAT

16. MAINTENANCE PAYMENT APPROVAL

Councillors are asked to agree the payment to Laurie Bennett for the playground maintenance undertaken; greasing the 'witch's hat' and replacing two infant swings. 5 hours @ £20 per hour to a total of £100.

17. UPDATE ON ONGOING POINTS

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

18. 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>

19. PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision

Please note that all planning applications and planning applications determined are seen via email by the Council members although the applications are not necessarily in time to be included on the agenda.

20. EXCHANGE OF INFORMATION AND ON-GOING MATTERS – Please note no decisions can be made on any items discussed under this agenda item.

Play Area Sub-station Telephone kiosk

21. TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

- 21.1 Footpaths - Mr S. Jonik
- 21.2 Cricket and Golf Club, Erlestoke Prison and EPC land - Councillor Lewcock
- 21.3 Health and Well-being - Councillor Morgan-Frise
- 21.4 Information Technology and the Play Area including a playground inspection - Councillor Durham
- 21.5 Flood Warden – Vacant position
- 21.6 Police Community Support officer – Paula Yarranton 6015
- 21.7 MOD and Erlestoke Woods – Councillor Jones
- 21.8 Defibrillator – Mike Donnachie
- 21.9 Website – Mr S Jonik, Clerk Polly Doyle and Councillor James Durham

The next meeting date is the Annual Parish Meeting is on Wednesday 12th July 2023
And the next regular Parish Council Meeting is Wednesday 19th July 2023.

Draft minutes of the
ANNUAL MEETING OF ERLESTOKE PARISH COUNCIL
Wednesday 10th May 2023

Present: Councillor C West (Chairperson)
Councillor A Rogers (Vice Chairperson)
Councillor K Lewcock
Councillor F Morgan-Frise
Councillor C West

In Attendance: Mrs Polly Doyle – Parish Clerk

Public Participation – To receive questions from members of the public.

No members of public present.

CHAIRPERSON'S REPORT 2022/23 – report to be provided

620/23 APOLOGIES

Councillor James Durham and Councillor Tamara Reay sent their apologies.

621/23 DECLARATIONS OF INTEREST

No declarations of interest.

622/23 MINUTES

The minutes of the Parish Council Meeting held on Wednesday 29th March 2023 were confirmed by the Chairperson, Councillor C West, as a correct record.

623/23 VOTE FOR CHAIRPERSON

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to approve the voting in of Councillor K Lewcock as the new Chairperson.

624/23 REPORT FROM COUNCILLOR TAMARA REAY – WILTSHIRE COUNCIL

Annual Report – May 2023

Some of the highlights from Wiltshire Council, and my own work to support residents in Devizes Rural West are below.

Wiltshire Council's budget for 2023/24, which is underpinned by the council's 10-year Business Plan, is £466m – this includes an additional £69m to cover inflation and increased demand for services and is broken down as follows:

- Whole life pathway (mental health, autism spectrum conditions and learning disabilities support services) - £96m, an increase of £11m
- Living and aging well (adult care) - £83m, an increase of £15m
- Families and children - £63m, an increase of £2m
- Environment (which includes waste and recycling services)- £48m, an increase of £4m
- Highways and transport - £41m, an increase of £3m
- Education and skills - £29m, an increase of £6m

Last November, Wiltshire Council invited the Local Government Association to carry out a Corporate Peer Challenge – the review found that the council's Business Plan provides a clear set of objectives and that focus on improving outcomes for some of the most vulnerable in the community is none more evident than in children's services. It was also noted that the council is excelling in work to address climate change.

In addition to funding of £22.9m from the Government's Highways Maintenance Fund, £3.6m was received from the Department for Transport's Pothole Fund which will be used to target pothole hotspots around the county. Anyone who spots a highways issue must report it using the MyWilts app or via the website – and if it doesn't get fixed, please email me at tamara.reay@wiltshire.gov.uk

Wiltshire has welcomed 1,374 guests so far and is one of the top authorities in England for taking in Ukraine nationals - 165 families have now moved into private rented accommodation and every Ukrainian household has a named Case Worker assigned to support the guests to help them integrate into the community. More information is at [Wiltshire stands with Ukraine - Wiltshire Council](#).

Over the last three years I have led the project for a new rail station to serve Devizes and secured almost £500,000 from the Department for Transport for business case assessment. The Interim Feasibility Study undertaken over the last few months has now reported and shows that whilst there isn't a current rail service which could stop at Devizes Gateway without affecting the rest of the rail network. Network Rail has concluded that there may be opportunities for a new train service and station following a broader Wiltshire Wide Rail Review. This is really good news - Devizes is very much at the heart of future rail developments in Wiltshire and along with Danny Kruger MP, and other local organisations such as the Devizes Development Partnership, I will continue to push the case for Devizes Gateway. The detailed Interim Feasibility Study is online at [Findings of Devizes station feasibility study released - Wiltshire Council](#)

It has been a pleasure to support Parish Councils, community groups and residents with a whole host of local issues over the last year including flooding, road safety, footpaths

and planning matters. If there is a local issue that you are concerned about, please do get in touch and I will do my very best to help.

Finally, I would like to say a huge thank you to all the Parish Councils across Devizes Rural West – they and the many other local organisations help ensure our villages are such fabulous communities and brilliant places to live.

Tamara Reay

625/23 FINANCE

625/23.1 BANK BALANCES

The bank balances were noted.

625/23.2 UPDATED CASH BOOK

The cashbook was noted.

626/23 BIRD NEST SWING INVOICE

It was unanimously agreed to approve the invoice for the bird nest swing from Redlynch of £5,198.40. This includes the received grant from Wiltshire Council of £2,145 and the reclaimable VAT of £866.40. Parish Council to cover the cost of £2,187.

627/23 END OF YEAR BUDGET AND REVIEW

Councillors discussed and noted the end of year budget review.

628/23 CLERK TIMESHEETS FOR MARCH AND APRIL 2023

Members noted the clerk's timesheets for March and April.

629/23 WALC ANNUAL PAYMENT

Councillors agreed the annual subscription fee of £85.08 for WALC (and NALC) membership.

630/23 APPOINT INTERNAL AUDITOR

Councillors agreed to formally appoint Auditing Solutions as the internal auditor.

631/23 AGAR 2022-23 APPROVAL

Councillors reviewed, agreed and, where necessary signed, all the following points;

631/23.1 Declare Erlestoke Parish Council exempt from the requirement for a limited assurance review

631/23.2 Agree Section 1 – Annual Governance Statement 2022-23

631/23.3 Agree Section 2 - Accounting Statements 2022-23

631/23.4 Have the accounts certified by the RFO and then Erlestoke Parish Council are requested to consider, approve and sign the accounts.

632/23 DATES OF PUBLIC ACCESSIBILITY TO THE PARISH ACCOUNTS

Councillors reviewed and approved the dates of public accessibility of Monday 3 July to Friday 11 August 2023.

633/23 INSURANCE OF NEW PLAYGROUND ITEM

Councillors agreed that the new birds nest swing will be covered under 'all risks' at an additional fee of £22.22 annually.

634/23 PARISH MEETING DATES

It was agreed to change the date of the Annual Parish Meeting from the 28th June to the 12th July 2023.

635/23 LAPTOP

The decision of whether to purchase a replacement laptop was postponed.

636/23 SWAST DEFIBRILLATOR

The decision of whether to continue the defibrillator support scheme was postponed.

637/23 THE PARK TRAFFIC AND PARKING

Councillors considered the issues in The Park area with traffic, speeding and parking outside the car park. Councillors listened to the concerns expressed but noted that parking on the road is outside the Parish Council control as the Housing Association own the land. However, there was a consideration of the options to alleviate parking issues. Concerned residents of The Park are welcome to join the council meeting to air their views.

638/23 UPDATE ON ONGOING POINTS

Clerk to follow up on the remaining posts needing replacement in the Secret Garden.

639/23 PLANNING APPLICATIONS

Planning applications noted.

640/223 PLANNING APPLICATIONS DETERMINED

Please note that all planning applications and planning applications determined are seen via email by the Council members although the applications are not necessarily in time to be included on the agenda.

No planning applications to note.

641/23 EXCHANGE OF INFORMATION AND ON-GOING MATTERS – Please note no decisions can be made on any items discussed under this agenda item.

- Play Area
- Sub station
- Telephone kiosk

No new information

642/23 TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

- 642/23.1 Footpaths - Mr S. Jonik**
- 642/23.2 Cricket and Golf Club, Erlestoke Prison and EPC land - Councillor Lewcock**
- 642/23.3 Health and Well-being - Councillor Morgan-Frise**
- 642/23.4 Information Technology and the Play Area - Councillor Durham**
- 642/23.5 Flood Warden – Vacant position**
- 642/23.6 Police Community Support officer – Paula Yarranton 6015**
- 642/23.7 MOD and Erlestoke Woods – Councillor Rogers**
- 642/23.8 Defibrillator – Mike Donnachie**
- 642/23.9 Website – Mr S Jonik, Clerk Polly Doyle and Councillor James Durham**

No new information.

The next meeting date is on Wednesday 14th June 2023.

Meeting finished at 20:28