

**Minutes of the Meeting of Potterne Parish Council held on Wednesday 3 October 2018 in Potterne Village Hall at 7.30pm.**

**Present:** Cllr Philip Abbatt (PA); Cllr Peter Balls (Chairman) (PB); Cllr John Chandler (Vice-Chairman) (JC); Cllr Richard Clark (RC); Cllr Robert Hunt-Grubbe (RHG); Cllr Nesta Pudney (NP); Cllr Chris Twiney (CT)

**Also present:** Cllr Richard Gamble (Wiltshire Council) (RG); 2 members of the public; Liz Starling (Clerk)

**Apologies:** Cllr Carol Clifford (CC); Cllr Rob Edwards (RE); Cllr Andrew Huntley (AH);

**Absent:** Cllr Tony Molland (TM);

62/18/19	<b>Welcome and Apologies:</b> The Chairman welcomed Councillors and received apologies.
63/18/19	<b>Declaration of Members' Interests:</b> There were no declarations of interest.
64/18/19	<b>Minutes of meeting held on 5 September 2018:</b> It was proposed by PA and seconded by JC and agreed by all that the minutes were an accurate record. The minutes were duly signed.
	<p><b>Open Session</b>  <b>PB declared that the meeting was temporarily suspended to allow for an open session for 10 minutes so that the public could place questions to the Council to be discussed at the next meeting if confirmed in writing.</b></p> <p>The owner of the Old Kings Arms in the High Street explained that she was looking for the support of the Parish Council in putting in an application for double yellow lines outside her property. She is not confident of being able to use her garage as people park in front of it and she is not able to get her car out. She would like an enforceable method of maintaining access to her garage.</p> <p><b>There were no further comments from the public therefore PB closed the Open Session.</b></p>
65/18/19	<p><b>Wiltshire Councillor's Update:</b>  Traffic order for parking restrictions came into place on 1 October to introduce No Waiting at any time on Court Hill and High Street junction, also on Whistley Road.  A number of highway documents have recently been published and approved by cabinet last week. These illustrate the use of H bars to remind drivers that it is illegal to park in front of dropped kerb driveways but they are not enforceable.  Boundary Commission Review – it is proposed to put Potterne in with Worton, Marston, Poulshot, Coulston, Seend and Bulkington; total population 3824. Goes to full council on 16 October. The general feeling from Parish Council members was that they approved of the changes.  Revision of Core Strategy/Local Plan consultation meetings are taking place.</p>
66/18/19	<b>Parish Council Action Table update:</b> 22/18/19, Item 2(b): proposal to CATG re reduced speed limits and village

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	<p>gates is on hold until the crossings have been completed.  22/18/19, Item 3(a): Clerk is continually checking on Gumtree for 2<sup>nd</sup> hand picnic tables.  22/18/19, Item 6: Clerk still needs to circulate Community Right to Bid nominations for members' input.  33/18/19, Item 7: Cemetery gates and fence: Brian Wilks quoting £450; another company quoting £1000.  Ryeleaze steps railing: Brian Wilks quoting £320' another company quoting £348.  <u>Decision:</u> NP proposed and CT seconded that Brian Wilks is asked to carry out the work for the railing and the cemetery front fence and gates.  47/18/19: Clerk has been in contact with Wiltshire Council concerning the clearance of Mount Pleasant footpath. They have told her that this will be done and she will continue to push this.  Open session (1 Aug 2018), Item 1: Wiltshire Council have been given a list of salt bins and will refill them.  42/18/19, Item 7: Clerk will put request in parish Magazine for volunteers to help clear footpaths.</p>
67/18/19	<p><b>Reports from representatives:</b></p>
	<p><b>1. Devizes Area Board:</b>  Meeting held 10 September: Presentation on Shared Lives service which invites vulnerable adults into home where they might be otherwise cared for in an institution.</p>
	<p><b>2. Community Area Transport Group (CATG) – including Road Safety, Vehicle Parking and Public Transport:</b></p> <ul style="list-style-type: none"> <li>a) Coloured tarmac has finally been laid at the crossing by Ryeleaze steps.</li> <li>b) Blounts Court crossing – payment has been received from Wiltshire Council towards clearing vegetation at George and Dragon. Clerk to arrange sit meeting with Contractor, pub, Phoenix Cottage and RH-G. Parish Council would consider making a contribution towards cost of bollards if needed.</li> <li>c) Whistley Road – site meeting has been held with contractors and Wiltshire Council concerning the resurfacing. Started to re-instate verges; various kerbings will be installed to protect the edge, also white bollards. Resurfacing has been completed.</li> <li>d) 20mph limit – to continue to explore reduction in speed limit, village gates and Speed Indicator Devices (SIDs) on A360.</li> <li>e) Clerk to contact WC re village sign on approach from Devizes. It has been removed would like to see it replaced.</li> <li>f) Youth Centre sign – waiting for it to be put up.</li> <li>g) The request from the owners of the Old Kings Arms of support for an application to CATG for double yellow lines outside their property was discussed looking at the pros and cons and other options. It was agreed to support a request for an H bar marking.</li> <li>h) A resident has offered to set up a Community Speedwatch Group.</li> </ul>
	<p><b>3. Leisure Facilities, Appearance and Environment:</b></p> <ul style="list-style-type: none"> <li>a) JC advised that the work on the disabled access to the youth centre was underway.</li> <li>b) Hand to Duck Street steps has been removed by Wiltshire Council as it was loose. Clerk to check with Wiltshire Council if it will be replaced.</li> <li>c) The annual playground inspection has been carried out at Blounts Court.</li> </ul>

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	<p>AH and JC will meet with Clerk to go through report. To carry out as much as possible without the use of outside contractors.</p>
	<p><b>4. Residential Planning:</b></p> <p>a) The planning application for St Mary's Close has been 'called in' which means a request has been made by the County Councillor for the application to be considered by a Planning Committee.</p> <p>b) No applications have been received this month.</p> <p>c) No decisions have been received this month.</p>
	<p><b>5. Community and Learning:</b></p> <p>a) Defibrillator Awareness Training has been arranged for Wednesday 21 November, 7.30pm in the village hall. Clerk distributed poster for display around the village.</p> <p>Clerk asked what the enquiry date for the defibrillator pads at the Youth Centre was as they could be due for renewal. JC will check.</p> <p>b) WWI Commemoration – CC and team have done quite a bit of work on this. Saturday 10th November is the tree planting ceremony. 26 trees will be planted (one for every fatality recorded on our War Memorial); army cadets will dig holes for the trees; there will be representatives from each organisation in the village.</p> <p>Saturday 3 November will be an event for the whole village on Ryeleaze Field with teas in the Youth Centre. Community meal in the evening; flag trail around the village for those named on the war memorial.</p> <p>Full report to be emailed to councillors with the minutes.</p>
	<p><b>6. Commercial Development:</b></p> <p>Nothing to report.</p>
	<p><b>7. Footpaths and Cycle Ways:</b></p> <p>Local residents have started the refurbishment of the Tollbar path, behind Blackberry Lane, digging out and re-establishing the ditch. There is some support for the creation of a footpath working group as existed in the 90's; to support and mention this volunteer work in the parish magazine.</p> <p>There could be one or two individuals in the village who may be able to do the path assessments that haven't been done formally since the 90's. The parish council would welcome their involvement.</p> <p>The bridge over the stream (where POTT 76/10 and POTT80/20 cross) is still dangerous – Clerk to chase with Wiltshire Council.</p>
	<p><b>8. Communications:</b></p> <p>a) As TM not in attendance for this meeting, Clerk will write for the November Parish Magazine.</p>
68/18/19	<p><b>Wiltshire Association of Local Councils (WALC) – Employment Support Consultation:</b></p> <p>WALC are proposing to add an employment support package as a benefit of membership thus increasing the annual subscription by 4% (This would be separate from any other increase). It was agreed that Potterne Parish Council accept this proposal.</p>
69/18/19	<p><b>Wiltshire Local Plan Consultation Events October 2018:</b></p> <p>There are two events for rural parishes - Thursday 18 October in Trowbridge or Monday 22 October in Pewsey. RH-G will attend on 22 October in Pewsey.</p>

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70/18/19	<p><b>Burial and Property Maintenance:</b></p> <p>a) Quote has been received for the following work:  Brownleaze cemetery – crown raise all trees to 3 – 4m from cherry tree to the right of the skip down to the turning point. Deadwood and remove limb from Norway Maple by shelter £275.  Brownleaze cemetery – crown raise trees to 3 – 4m on Sandfield House side £225.  Blounts Court Field - Crown raise trees to right of entrance to 3 – 4m - £450  Crown raise trees to left of Chisbury Lane footpath to 3 – 4m -£225.  Remove and poison trees round play area £125.  It was agreed to accept quote and carry out all of the above work.</p> <p>b) Quote received for inspection of the two sycamore trees and the lime tree in the centre of Blounts Court field: For a ground-based tree survey with Land registry plan and advisory of any works required £150.00 plus VAT. Agreed to go ahead on this.</p>																																													
71/18/19	<p><b>Finance:</b></p> <p><b>2. Accounts to be paid and transfer sufficient funds to pay accounts:</b>  It was proposed by RC, seconded by PA and agreed by all that the following accounts be paid:</p> <table border="1" data-bbox="223 869 1316 1243"> <thead> <tr> <th>Chq No.</th> <th>Payable to</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>1581</td> <td>Potterne Village Hall</td> <td>18.00</td> <td>0.00</td> <td>18.00</td> </tr> <tr> <td>1582/1583</td> <td>HMRC and E M Starling</td> <td>504.16</td> <td>0.00</td> <td>504.16</td> </tr> <tr> <td>1584</td> <td>Andrea Pellegram Ltd</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>1585</td> <td>Playsafety Ltd</td> <td>66.50</td> <td>13.30</td> <td>79.80</td> </tr> <tr> <td>1586</td> <td>SLCC Enterprises</td> <td>145.00</td> <td>29.00</td> <td>174.00</td> </tr> <tr> <td>1587</td> <td>Worton Parish Council</td> <td>125.00</td> <td>0.00</td> <td>125.00</td> </tr> <tr> <td>1588</td> <td>SSE</td> <td>34.31</td> <td>1.71</td> <td>36.02</td> </tr> <tr> <td></td> <td><b>Total</b></td> <td><b>992.97</b></td> <td><b>44.01</b></td> <td><b>1036.98</b></td> </tr> </tbody> </table>	Chq No.	Payable to	Net	VAT	Gross	1581	Potterne Village Hall	18.00	0.00	18.00	1582/1583	HMRC and E M Starling	504.16	0.00	504.16	1584	Andrea Pellegram Ltd	100.00	0.00	100.00	1585	Playsafety Ltd	66.50	13.30	79.80	1586	SLCC Enterprises	145.00	29.00	174.00	1587	Worton Parish Council	125.00	0.00	125.00	1588	SSE	34.31	1.71	36.02		<b>Total</b>	<b>992.97</b>	<b>44.01</b>	<b>1036.98</b>
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	<p><b>Date of next meeting:</b> Wednesday 7 November 2018, 7.30pm in Potterne Village Hall</p>																																													

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