

**Minutes of the Meeting of Potterne Parish Council held on Wednesday 3 June 2020 at 7.00pm via Zoom**

**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 Andrew Huntley (AH); Cllr John Mann (JM); Cllr Nesta Pudney (NP);

**Also present:** Liz Starling (Clerk); Karon Van Den Berg (new Clerk – observing)

**Apologies:** Cllr Carol Clifford (CC); Cllr Tony Molland (TM); Cllr Chris Twiney (CT)

11/20/21	<b>Welcome and Apologies:</b> The Chairman welcomed Councillors and received apologies.
12/20/21	<b>Declaration of Members' Interests:</b> There were no declarations of interest.
13/20/21	<b>Minutes of meeting held on 6 May 2020: Resolved:</b> JC proposed, NP seconded and all agreed that the minutes were an accurate record. The minutes will be signed at a later date due to Covid 19 restrictions.
	<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>1. Travellers on Hay Lane – Wiltshire Council have been notified and will visit once Covid 19 restrictions lifted. Police have visited the site.                  2. Soldiers Walk – JC showed a plaque that had been made but felt that a better sign was required, perhaps including thanks to the Hunt-Grubbes for these trees on their land. May need funding from Parish Council. JC with discuss with Potterne Royal British Legion and email a proposal to the Clerk in time for the next meeting. To include proposed wording and proportion of cost.                  RH-G asked members to let him know if they notice anything amiss with the trees.</p>
	<b>There were no further comments from the public therefore PB closed the Open Session.</b>
14/20/21	<b>Internet Banking Policy:</b> The last sentence of paragraph 4 which referred to reimbursement for anti-virus software was deleted. Following this amendment, it was proposed by RC, seconded by JM and <b>resolved</b> that the policy be adopted.
15/20/21	<b>Financial Regulations:</b> The Clerk explained that these had been updated by NALC in July 2019. These had been circulated along with a list of amendments prior to the meeting. <b>Resolved:</b> Proposed by RC, seconded by AH and agreed that the list of amendments be accepted and the updated Financial Regulations approved.
16/20/21	<b>Residential Development:</b> a) The following applications were considered:

Signed: .....

Date: .....

	20/03930/FUL	Five Lanes C E Primary School, Blackberry Lane, Potterne, SN10 5NZ	Proposed demolition of current temporary classroom
	<i>No objection</i>		
	20/03901/FUL	The Squirrels, Blounts Court, Potterne, SN10 5QF	Demolition of existing dilapidated bungalow and construction replacement dwelling and associated works (Resubmission of 20/01127/FUL)
	Applicant has taken account of previous objections in these revised plans. <i>No objection</i>		
	20/03854/LBC	Old Kings Arms, High Street, Potterne SN10 5NA	Erect a blockwork wall with a secure door fitted inside the existing garage. Replace the current 'swing' garage doors with 'up and over' garage doors. Fit wall restraints, ties and HeliBeam to the wall above the garage doors.
	<p>1. Erect a blockwork wall with a secure door fitted inside the existing garage: <i>No objection</i> provided it does not involve demolition of existing fabric.</p> <p>2. Replace the current 'swing' garage doors with 'up and over' garage doors: <i>Objection</i> Reason. This is a Listed building in a Conservation Area. It appears in many street scenes of Potterne and these doors reflect the history of the building as an inn. Note: Swing doors of this type can readily be automated without visual detriment.</p> <p>3. Fit wall restraints, ties and HeliBeam to the wall above the garage doors: <i>No objection</i></p>		
<b>17/20/21</b>	<p><b>Assets of Community Value:</b> Nomination forms and land registry documents had been circulated but Clerk has had no response. It was suggested that a Councillor takes responsibility for completing form for a particular nomination, returning to Clerk once done. O2 Mast – RC George and Dragon – JC Village shop - NP</p>		
<b>18/20/21</b>	<p><b>Internal checker:</b> a) The terms of reference for the Internal Checker had been circulated prior to the meeting. <b>Resolved:</b> Proposed by RC, seconded by JM and agreed that the terms of reference be excepted. b) CT had indicated at the previous meeting that he would be willing to be the Internal Checker. <b>Resolved:</b> Proposed by NP, seconded by AH and agreed that CT be appointed be the Internal Checker for 2020/2021</p>		
<b>19/20/21</b>	<p><b>Finance:</b> a) Accounts to be paid and transfer of sufficient funds to pay accounts. To also approve replacement payment to G Day (Wayleave to pump) for unbanked cheque. The cheque will be cancelled.</p>		

Signed: .....

Date: .....

**Resolved:** Proposed by JC, seconded by AH and agreed that the following accounts be paid and that the cheque to G Day is cancelled and replacement online payment is made.

Payable to	Net	VAT	Gross
HMRC/E M Starling	540.10	0.00	540.10
Wiltshire Association of Local Councils	534.67	106.93	641.60
A G Day	5.00	0.00	5.00
SSE (Direct debit 21/5//2020)	6.16	0.30	6.46
<b>Total</b>	<b>1085.93</b>	<b>107.23</b>	<b>1193.16</b>
<i>Inter account transfer</i>			
Date:		Amount:	

**Date of next meeting:** Wednesday 1 July 2020 at 7.00pm

**The Chairman closed the meeting at 7.35pm.**

DRAFT

Signed: .....

Date: .....