

**Minutes of the Meeting of Potterne Parish Council  
held on Wednesday 5 August 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) (part); Cllr Carol Clifford (CC); Cllr Chris Twiney (CT); Cllr Robert Hunt-Grubbe (RHG); Cllr Andrew Huntley (AH); Cllr John Mann (JM); Cllr Nesta Pudney (NP);

**Also present:** Karon Van Den Bergh (Clerk)

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

<b>33/20/21</b>		<b>Welcome and Apologies:</b> The Chairman welcomed Councillors and received apologies.
<b>34/20/21</b>		<b>Declaration of Members' Interests:</b> CC declared an interest in Agenda Item 6 – Assets of Community Value JC/NP/AH declared an interest in Agenda Item 12 - Funding Request
<b>35/20/21</b>		<b>Minutes of Meeting held on 1 July 2020: Resolved:</b> JM proposed, CC seconded and all agreed that the minutes were an accurate record. <b>Minutes of the Extrordinary Meeting held on 27<sup>th</sup> July 2020:</b> It was noted that the third sentence in Open Session should be removed. No other amendments. <b>Resolved:</b> JM proposed, CC seconded and it was agreed that the minutes were an accurate record. The minutes will be signed at a later date due to Covid 19 restrictions.
		<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>  1. Village Hall – NP confirmed that the Village Hall would reopen to meetings of no more than 30 people, socially distanced, on 1 <sup>st</sup> September 2020. A risk assessment will be completed on behalf of the Village Hall along with an additional risk assessment by those people using it. 2. George and Dragon Public House – RC asked that the public be encouraged to use the local pub which had recently reopened. PB suggested that the publicans take advantage of Government Eat Out to Help Out Scheme. 3. Whistley Farm House Planning – RC would send a note to all Councillors reminding why an objection to planning was not made by the Parish Council.  <b>There were no further comments from the public therefore PB closed the Open Session.</b>
<b>36/20/21</b>	<b>1.</b>	<b>Road Safety, Vehicle Parking and Public Transport (whole council) Speed Indicator Devices</b> JM confirmed that there were now two SIDs in place on the A360. The overhanging branches needed to be removed to ensure the solar powered battery could charge. Clerk would arrange for the Parish Steward to remove branches on a discretionary Friday visit. JM would brief AH of what was required from the Warden if he was unavailable. PA suggested that should removing the branches not resolve the issue with the charging of the batteries, then Councillors must consider moving one of the SIDs further south along the A360.

Signed: .....

Date: .....

		JM would order a cable and padlock at an approximate cost of £30. PB would contact Graham Watts' volunteers to ascertain whether they were able to take responsibility for regularly checking that the SIDs were in working order and resetting when necessary.												
<b>37/20/21</b>		<p><b>Leisure Facilities, Appearance and Environment (JC/AH)</b></p> <p>1. <b>Cemetery – Replacement of Skip Floor (Paper 1)</b> Decision to be made on whether to replace the floor of the skip or to pay £37 per month to hire a replacement skip from Grist Environmental. It was agreed that the Clerk would arrange for the floor to be replaced, the cheaper option.</p> <p>2. <b>Ryeleaze Play Field – Mole Hills etc (Paper 2)</b> AH confirmed that Mark Goddard, Ground Maintenance, was now back to cutting the grass twice a month, as contracted. The mole hills would be eradicated by a volunteer who would not make a charge.</p> <p>3. <b>Light in Bus Shelter (Paper 3)</b> It was agreed that the electricity supply would be maintained. A light would not be required.</p> <p>4. <b>Playground Service and Check (Paper 4)</b> The Playground inspectors had asked for an escort. AH volunteered. Clerk would ascertain a date for AH.</p> <p>5. <b>56 Blounts Court – Padlock</b> AH would purchase a combination padlock and provide Clerk with the invoice to be reimbursed. Clerk to inform resident that although the Parish Council has third party indemnity for the land owned this did not cover any privately owned land. The Parish Council did not intend to purchase insurance for the accessway.</p>												
<b>38/20/21</b>		<p><b>Residential Development (RC. RH-G)</b></p> <p><b>Assets of Community Value</b></p> <p>1. <b>Ownership of Land at Blackberry Lane (Area 1, Large grassed area adjacent to old school entrance) (Paper 5)</b> CC declared an interest and took no part in discussions. JM felt that the land should be preserved alongside the school site for the potential use of much needed car parking spaces for the high street and church. If taken as a Parish Council Asset very little maintenance would be required, other than grass cutting. There would be a legal cost for the transfer. It was agreed that Wiltshire Council would be contacted with a view to taking on the land once legal costs were ascertained.</p>												
<b>39/20/21</b>		<p><b>Residential Development:</b> To consider the following applications</p> <table border="1"> <tr> <td>20/05794/TCA</td> <td>6 Whistley Road, Potterne, Devizes, Wiltshire. SN10 5QX</td> <td>Work to trees in a cons area</td> </tr> <tr> <td colspan="3" style="text-align: center;"><i>No Objection</i></td> </tr> <tr> <td>20/05171/FUL</td> <td>8 Stroud Lane, Potterne Wick, Potterne, SN10 5QN</td> <td>Conversion and extension of existing detached garage to create annexed accommodation</td> </tr> <tr> <td colspan="3" style="text-align: center;"><i>Approve with Conditions</i> <i>- the annex must be tied to the house</i></td> </tr> </table>	20/05794/TCA	6 Whistley Road, Potterne, Devizes, Wiltshire. SN10 5QX	Work to trees in a cons area	<i>No Objection</i>			20/05171/FUL	8 Stroud Lane, Potterne Wick, Potterne, SN10 5QN	Conversion and extension of existing detached garage to create annexed accommodation	<i>Approve with Conditions</i> <i>- the annex must be tied to the house</i>		
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20/04907/LBC	24-26 Mount View, Devizes Road, Potterne, Wilts SN10 5LN	Alterations to a detached brick outbuilding and the re-roofing of a greenhouse attached to the main house
<i>No Objection</i>		
20/06290/TCA	Walnut Tree Cottage, 8 Whistley Road, Potterne, Devizes, Wiltshire SN10 5DY	T1 – Cypressus Fir – fell, T2 and T3 Cypressue Fir – reduce height by 1/3
<i>No Objection</i>		
20/06518/TCA	Parsonage Farm, 31 Whistley Road, Potterne, Devizes, Wiltshire SN10 5QY	Silver Birch Tree – reduce 3.5m
<i>No Objection</i>		
20/04704/FUL	Otago, Hartmoor, Devizes SN10 5JS	Re-submission of full Planning permission for the demolition of the existing dwelling and erection of a replacement dwelling and associated works
<i>Potterne Parish Councillors unanimously opposed the re-submitted application. To gain Parish Council approval the application for the replacement dwelling should be moved 7-10 metres away from the boundary fence and there should be no windows overlooking the neighbouring property.</i>		
RC asked for a volunteer to inspect sites where planning permission had been sought to fell or reduce trees in the village.		
RC left the meeting.		

40/20/21	1.	<p><b>Footpaths and Cycleways (PA, JM)</b></p> <p><b>Signs at Soldier’s Walk (Paper 6)</b></p> <p>JC declared an interest and took no part in discussions. It was agreed that the wording would be changed from “known” to “at least”. It was agreed that the signs would be purchased by Potterne Parish Council. The Royal British Legion would make a donation of 50% of the net cost.</p> <p>JC/AH would arrange for the commemorative bench to be purchased.</p> <p><b>Resolved:</b> AH proposed, NP seconded.</p> <p>It was unlikely that the signs would be in place for VJ day on 15<sup>th</sup> August. The signs would be included in the Remembrance Sunday Service.</p>
41/20/21	1.	<p><b>Communications (JM. KV, TM)</b></p> <p><b>Broadband</b></p> <p>JM Suggested that he approached BT to become part of their scheme to provide fibre broadband in rural communities. This would incur no charge. If a contract with BT proved unsuccessful True Speak would be approached. All agreed.</p>

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42/20/21	<p><b>Jubilee Cup and Alan Mead Memorial Trophy (Paper 8)</b>  <b>Jubilee Cup</b> - Nominations were considered and it was agreed that the Jubilee Cup would be awarded to Dean House for his ongoing support to the villagers of Potterne.  A special mention must be made in respect of the work carried out by Ali Bridewell and the Good Neighbours Team. The support they had freely given to the villagers during the Coronavirus Pandemic had been magnificent. PB would write to the Team to express appreciation and thank them on behalf of the Parish Council. In addition, the Parish Council would like to present The Team with a special award at the Village Fete in 2021.  <b>The Alan Mead Trophy</b> - would be presented to the students from Five Lanes Primary School for embracing home learning during the Coronavirus Pandemic. £200.00 would be awarded towards a Whiteboard.</p>
43/20/21	<p><b>Funding Request</b></p> <ol style="list-style-type: none"> <li>1. Helen Pritchard– Potterne Youth Group, towards the costs for utility bills for the Centre - £500.00. (Paper 9) £500.00 awarded.</li> <li>2. Potterne Youth Group - an additional £500 towards Youth Worker, Steve Dewar’s fees. It was felt that provision of youth services is extremely important and if the youth club was to continue finance was needed at this difficult time. The Parish Council supports the delivery of a youth service and £500 would be awarded as a one-off payment in recognition of a summer of support.  PB questioned the amount the Parish Council was able to donate. Clerk would look into this and make Councillors aware.  Charlie – Donation towards a smartboard for the classroom (Paper 10) An award of £200.00 along with The Alan Mead Trophy (see 42/20/21) would be donated.</li> </ol> <p><b>Resolved:</b> AH proposed, NP seconded.</p>
44/20/21	<p><b>Accessibility Statement</b>  The Accessibility Statement was reviewed.  It was noted that an Accessibility Statement had been prepared and added to the Parish Council’s website in accordance with Public Sector Bodies (Websites and Mobile Applications (No 2) Accessibility Regulations 2018. The Accessibility Statement will be reviewed annually (Paper 11). It was agreed that no changes were required.  <b>Resolved:</b> JM proposed; NP seconded.</p>
45/20/21	<p><b>Health and Safety Policy</b>  The Health and Safety Policy was reviewed. It was agreed that no changes were required.  <b>Resolved:</b> AH proposed; JC seconded.</p>
47/20/21	<p><b>Bank Account Signatory</b>  <b>Lloyds Bank Current Account</b>  It was proposed by CC, seconded by JC and agreed unanimously that KV should become a signatory to the PC bank accounts, LS should be removed, and NP/RH-G should be given full and access and authority to the accounts</p>

Signed: .....

Date: .....

	<p><b>NS&amp;I Account</b> It was proposed by CC, seconded by JC. and agreed unanimously that KV should become a signatory to the NS&amp;I bank accounts and LS and TM should be removed as signatories.</p>																																																												
48/20/21	<p><b>Finance:</b> Accounts to be paid and transfer of sufficient funds to pay accounts: <b>Resolved:</b> Proposed by PA, seconded by JM and agreed that the following accounts be paid.</p>																																																												
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49/20/21	<p><b>Budget</b> Highways Budget: 2020-21 Allocation = £3000 Current Spend = £4170.45 It was noted that the Highways Budget was overspent.</p>																																																												
50/20/21	<p><b>Correspondence</b> Village Gates – JM confirmed that sites were agreed, we were awaiting designs and then would arrange for the gates to be made</p>																																																												
	<p><b>Date of next meeting:</b> Wednesday 2 September 2020, 7.00pm</p>																																																												
	<p><b>The Chairman closed the meeting at 8.50pm</b></p>																																																												

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