

GREAT BEDWYN PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

MEETING HELD ON 11 NOVEMBER 2021 7.30PM

IN GREAT BEDWYN VILLAGE HALL

Present: Cllr Barry, Cllr Clack, Cllr Nicholson, Cllr Younger, Cllr Sheerin, Cllr Fry, Clair Wilkinson, and four members of the public. Ward Cllr Steward Wheeler attended the informal public session prior to the meeting.

391.22 – 1. Welcome and public participation

A resident commented on the Parish Councils Q&A document with regards to Bedwyn Dyke Field. He feels that the PC should not get involved in future discussions over this matter and should also not support any further proposal to change the village boundary. The point was noted by the council.

Cllr Sheerin noted that Little Bedwyn PC do not support the extension of Great Bedwyn's boundary to include Dykes Field.

A resident advised that they are retiring as Team Leader of the local Community Speed Watch group. No replacement has been found. Can the PC assist with finding a replacement?

Cllr Barry suggested a "Job Advertisement" for the role is created which the PC will be happy to promote/publicise where it can.

A resident would like the PC to remind residents to pick up after their pets with regards to faeces being left on the ground. Suggested that Farm Lane and The Knapp could benefit from "No dog fouling" stickers. Previous posters in the area assisted with the reduction of this issue.

A resident talked about a submission for a grant to create a "Green Issues" board within the Doctors surgery grounds. One quote has been received, one more to follow. It was noted that the item is on the agenda for Cllrs to discuss.

One member of the public then left the meeting.

392.22 – 2. Apologies for absence and vote to approve them.

Apologies were received from Cllr Wyatt who did not feel that a face-to-face meeting was appropriate due to rising Covid numbers.

A proposal was made to approve these apologies. The proposal was seconded and all Cllrs were in favour.

393.22-3 Co-option of Councillors

Mrs Linda Fry stepped forward to be a candidate for co-option. Cllrs asked Mrs Fry a number of questions, to which the following was advised.

- Interested in green issues and being involved in community life.
- Has experience of social work and adult education
- Can dedicate time to the council to do research and projects

It was proposed and seconded that a secret vote be carried out to vote on the co-option of Mrs Fry.

The vote concluded that Mrs Fry be voted onto the council as a new Co-opted Councillor by five votes to zero.

Cllr Fry joined the council at the table but is not yet eligible to vote as the "Declaration of Acceptance of Office" must first be signed.

394.22 – 4. Approval of Minutes

The minutes of the meeting of 9th September 2021 were proposed as an accurate record of the meeting. The proposal was seconded and all Cllrs were in favour.

395.22-5. Review of action points from last meeting

Cllr Barry – purchase and set up of IT equipment – DONE

Cllr Wyatt – Forest Hill bench. - DONE. The council wished to note its thanks to Cllr Wyatt for an excellent job.

Cllr Younger – Quotes for Spaines bench and advise WCC of location. DONE. The family are happy with the bench being in place provided it does not attract anti-social behaviour. WCC have been advised and approve the location.

Three quotes received to the values of:

£60 JR Tree and Land Services

£140 PH Landscapes

£150&VAT Allbuild

(The bench will be purchased privately by the donors)

A proposal was made to approve the £60 costs from JR Tree and Land Services. The proposal was seconded and all Cllrs were in favour.

Cllr Barry has a new action to add a budget cost for 2022/23 for bench maintenance.

Cllr Sheerin – new noticeboards. Can fit new boards if size does not exceed the original. An order has been placed with Penny Mill. A separate quote will be needed for the council's name to be added to the board.

Cllr Barry – Investigate costs for electricity supply for Christmas lights. SSE will not provide an un-metred supply. A metred supply will be around £5000. An exact quote will be provided. To be discussed and voted on in Jan 2022 meeting.

Cllr Barry has a new action to check that the existing lights work.

Cllr Barry – Open Spaces update. Carry to next meeting. Aster have provided their list. The Clerk is to contact WCC for their map and list.

Cllr Wyatt. Submit grant request for "Together for our planet" grant and respond to WCC climate survey. DONE. Grant submitted and survey completed. The Council note their thanks to Cllr Wyatt for completing these actions.

396.22 – 6. Declarations of interest. There were none.

397.22 – 7. Update and Q&A from Ward Cllr Wheeler

Ward Cllr Wheeler had already left the meeting but had participated in the informal public session at 7.00pm

Cllr Barry noted that items of discussion were:

- Green issues – intelligent buses. More buses are to be introduced along with a mobile app. The bus route will be determined by how many people request the service.
- WCC are considering funding for installing electric vehicle charging points
- Pewsey Area Board has supported Little Bedwyn church with the repair of the church clock.

One member of the public left the meeting.

398.22 – 8. Proposal to create a Parish Logo

There was no proposal to go ahead with this plan. The item was deferred to the Jan 2022 meeting.

399.22 – 9. Proposal to approve new Safeguarding Policy

A proposal was made to approve and adopt this policy. The proposal was seconded and all Cllrs were in favour.

400.22 – 10. Addition of "soft skills" requirement for new Cllrs to be added to Standing Orders.

To add to the list that racist or sexist language or behaviour would not be tolerated or accepted by any prospective Cllr.

A proposal was made to approve the addition of the list of skills required with the addition above. The proposal was seconded and all Cllrs were in favour.

401.22 – 11. Request for funds to assist with the repairs of the church bells.

It was noted that there is an ambiguity in the law as to whether a Parish Council can provide funds for this purpose.

A proposal was made to award a £2000 grant to the church to assist with the repairs to the bells. The proposal was seconded and all Cllrs were in favour.

402.22 – 12. Request for funds to assist the Village Hall with the upkeep and maintenance of the defibrillator on site.

Mr Braybrooke advised the council that new pads and battery are required at a cost of £340.08. The cricket club will also be approached to donate funds. Mr Braybrooke will carry out the labour himself.

A proposal was made to provide a grant of £340.08 to the village hall to do these works. The proposal was seconded and all Cllrs were in favour.

Cllr Fry has an action to talk to the Drs surgery to make sure the defib sited there is fully maintained and whether the surgery can provide some more public training on the use of the defibs.

403.22 – 13. Request for funds to create a new “green info” board at the Drs surgery.

One quote of £420 received to date. Further quotes will be obtained. The item will be deferred to the Jan 2022 agenda for a decision.

Cllr Fry has an action to ask whether the old Drs surgery board could be used for this purpose instead.

It was noted that a resident requested that the local history plaque be moved from outside the Cutting Room to a new central location. This will be discussed on the Jan 2022 agenda

404.22 – 14. Request for items to be included on 2022/23 budget.

The Clerk has an action to send out the current budget to all Cllrs.

It was confirmed that the budget for disabled access to the allotments was in the 2020/21 budget. To be discussed at Jan 2022 agenda.

Action for Cllr Younger to prepare quotes for the meeting.

Cllr Barry has an action to add an item for consideration for the 2022 Queens Jubilee.

Cllr Nicolson has an action to review the current budget for playground work and the repairs currently needed. The outstanding funds can be ring fenced for use in 2022/23 if required.

The most recent playground report will be reviewed in the Jan 2022 agenda.

405.22 – 15. Quotes for bench installation at Spaines.

This item was voted on, in item 394.22 – 5.

406.22 – 16. Move banking arrangements to Unity On-line banking

It was decided to retain the current TSB account due to the excellent interest rates and maintain a sizeable proportion of council funds within this account.

A proposal was made to approve the transfer of funds for making payments to suppliers/contractors/staff to a new Unity banking account. The proposal was seconded and all Cllrs were in favour.

It was noted that Unity’s green credentials were equivalent to other similar providers.

407.22 – 17. Amendments to planning application decision procedures.

A proposal was made to create a new Planning Committee which would meet monthly to discuss and vote on planning applications received. The proposal was seconded and all Cllrs were in favour.

408.22 – 18. Discussion with regards to Village Flood Plan

This item is deferred to Jan 2022 for a full discussion

409.22 – 19. Discussion with regards to “Together for our Planet” grant

This item was noted, in item 394.22 – 5.

410.22 – 20. Planning report

Cllr Clack gave the planning report as follows:

PL/2021/08449 5 Spaines. Two storey annex, garage conversion, timber garden shed. **No objection**

PL/2021/09061 Tree work. 1 Browns Lane. **No Objection**

PL/2021/08759 & PL/2021/09089 Glebe House, 82 Church St. Swimming pool & shed. **Application withdrawn by the applicant.**

PL/2021/09252. Tottenham House & Estate:

Internal and external alterations, reconfiguration, restoration and refurbishment throughout the Main House, including remodelling of the North Service Wing for the installation of new plant equipment and a new swimming pool and associated leisure facilities; remodelling and strengthening of the East Portico; restoration of the Orangery (G74), the Conservatory (G75), and the Winter Garden (G76); introduction of a glazed walkway, arcade, catering lift, statues and some openings; reinstatement and introduction of chimneys; removal of 20th Century additions; relocation of a flag pole on the Main House; reconfiguration of internal layouts; and restoration and rebuilding of roof lanterns; and other associated and ancillary works. **No comment back to WCC**

It was noted that the PC needed to engage with Tottenham house further on their plans – suggestions welcome from Cllrs on how to achieve this.

411.22 – 21. Finance report

Cllr Barry gave the finance report as follows to 4/11/21:

Cheques since last meeting:

Date	Description	Cheq	Net £
09/09/2021	Grant for Drs surgery garden improvements	1613	100.00
24/09/2021	Email Hosted	1614	18.00
24/09/2021	RTI Submissions July/Aug/Sept	1615	15.00
05/10/2021	Grass cutting April-Sept 21	1616	2,182.00
12/10/2021	Clerks Expenses (includes work printer)	1617	147.60
20/10/2021	Payroll	1618	38.00
20/10/2021	Play inspection	1619	93.00
26/10/2021	Allotments Rent	1620	250.00
26/10/2021	Flowers for telephone kiosk	1621	22.50
26/10/2021	Chairman Expenses (includes two laptops for Clerk and RFO)	1622	973.52
26/10/2021	Salary for Clerk and RFO	1623 & 1624	771.32
Total			4,610.94

	£	£
Balance b/fwd at 3 Sep 2021	96,312.42	
Receipts	11,015.82	
Payments		6,474.85
Balance c/fwd 4 Nov 2021		<u>100,853.39</u>
	<u>107,328.24</u>	<u>107,328.24</u>

Balance per bank statements

Account	51634	10/10/2021	43,905.93
Account	7018306	28/09/2021	<u>62,174.30</u>
			106,080.23

Less outstanding cheques

1577	30.00	
1606	40.00	
1614	21.60	
1616	2,618.40	
1617	147.60	
1618	45.60	
1619	111.60	
1620	250.00	
1621	22.50	
1622	1,168.22	
1623	506.60	
1624	<u>264.72</u>	
		5,226.84

Balance at 4 Nov 2021	<u><u>100,853.39</u></u>
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411.22 – 22. Items for the next agenda

The maintenance of the flower tubs in the village centre – Cllr Younger
 The missing bollard and cobble repair outside the Old Cross Keys pub – Cllr Barry
 Donating a vacant allotment to the school for use – Cllr Sheerin

The meeting closed at 9.40pm.

Date of next meeting: Thursday 13th January 2022, Village Hall, Starting 7.30pm

Action points:

Owner	Minute ref	Action
Cllr Barry	395.22-5	Add a budget line item for 2022/23 budget for bench repairs/maintenance
Cllr Barry	395.22-5	Investigate accurate costs for metred electricity supply for Xmas lights. To be added to Jan 2022 agenda for consideration for 2022 event.
Cllr Barry	395.22-5	Check the current Christmas lights work ready for installation
Clerk	395.22-5	Request open spaces map from WCC
Clerk	398.22-8	Add Parish logo agenda item to Jan 2022
Clerk	399.22-10	Add Cllrs "soft skills" list to Standing Orders
Cllr Fry	402.22-12	Talk to Drs surgery to ensure defib is in good working order and ask if they can provide more defib training
Clerk	403.22-13	Add "green info" board agenda item to Jan 22 agenda
Cllr Fry	403.22-13	Ask if the old Drs surgery board can be used for the new info board.
Clerk	403.22-13	Add re-siting of the local history plaque movement to Jan 2022 agenda
Clerk	404.22-14	Send 2021/22 budget to all Cllrs
Cllr Younger and Clerk	404.22-14	Cllr Younger to provide quotes for disabled allotment access for Jan 2022 agenda. Clerk to add item to the next agenda.
Cllr Barry	404.22-14	Add budget item for 2022 Queen's Jubilee to 2022/23 budget for consideration
Cllr Nicolson	404.22-14	Review current playground budget and repairs currently needed. Make recommendations to Cllr Barry prior to Jan 2022 meeting
Clerk	404.22-14	Add review of playground inspection report to Jan 2022 agenda
Clerk	408.22-18	Add Flood Plan to Jan 2022 agenda
Clerk	412.22-22	Add items listed to Jan 2022 agenda