

GREAT BEDWYN PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON 12 JANUARY 2023 7.30PM
IN GREAT BEDWYN VILLAGE HALL

Present: Cllr Barry (Chairman), Cllr Sheerin (Vice Chairman), Cllr Cooper, Cllr Nicholson, Cllr Wyatt, Cllr Sims, Cllr Sanday, Cllr Younger, Clair Wilkinson (Parish Clerk) and 9 members of the public.

545.22 – 01. Welcome and public participation

The council was asked to formally thank Jenny Collins and Tony Matlock for their volunteer work litter picking around the parish.

A resident spoke against the proposal to consider providing council CIL funds to the Bedwyn Hall Committee for their expansion plans. The main points were that they did not agree with the business plan or future projection of resident numbers, there was not an extensive public survey carried out, and whether another meeting room is needed. They argued that the church hall has a room and once built, the new Bruce Boats building will provide meeting space. They did however believe the current hall kitchen should be improved.

A representative of the Village Hall Committee highlighted the extensive consultation they had carried out on their plans for extension and high level of support they had received at the recent public meeting.

A Village Hall trustees advised on their robust independent review of the accounts each year which is submitted to the Charity Commission.

The Village Hall booking clerk advised that currently they need to turn away bookings for the hall.

546.22 – 02. Apologies for absence and vote to approve them

Cllr Shill had a family matter to attend to. Cllr White is away. No apologies received from Cllr Kane.

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

547.22 – 03. Declarations of interest

There were none.

548.22 – 04. Approval of Minutes from 10 November 2022

The minutes of the meeting of 10 November 2022 were proposed as an accurate record of the meeting. The proposal was seconded and all Cllrs were in favour.

549.22 – 05. Review of action points from last meeting (completed items in grey)

Action Points

Owner	Minute ref	Action
Cllr Nicholson and Clerk	464.22-14	Work together to arrange for wood preservative treatment to be carried out in play area under delegated powers. Scheduled for March 23.
Clerk	467.22-16	Review grass cutting quotes over winter for appointment of a contractor for the 2023 season. Scheduled for March 23 meeting.

Owner	Minute ref	Action
Clerk, with Cllrs Kane, Younger, Nicholson, Sims & Cooper	479.22-08	Carry out work required to employ handyman on a self-employed basis. COMPLETED
RFO	486.22-15	Create a plan for regular funds movement from current account to savings account to maximise interest payments. Scheduled for March 23 meeting.
Clerk	487.22-16	Add ROSPA playground inspection course to an agenda in 6 months' time for review. Scheduled for a future meeting.
Clerk	511.22-12	Get quotes for the white marker gates to be the same as the ones at Forest Hill and Jockey Green. Chase the WCC Highways contact for information on how the gates are approved. Write to WCC Highways to advise that GBPC will be placing gates at Browns Lane. ACTION CLOSED DOWN. PART OF THE PARISH SAFETY COMMITTEE WORK
Clerk	512.22-13	Arrange the install of the bollards at amended cost & repairs to cobbles. BOLLARDS INSTALLED. COBBLES WAITING FOR END OF FROST/HEAVY RAIN.
Clerk	522.22-03	Include village hall funding request to the Jan 23 agenda and invite Mr Braybrooke to attend. DONE
Cllrs Sims, Wyatt and Sanday. Clerk	523.22-04	Review updated proposed flood plan and for adoption. Pending March 2023 meeting.
Clerk Cllr Sims	535.22-16	Make offer of self-employed contract to candidate for Handyman role. Clerk to send Cllr Sims the work allocated so far for the role. Cllr Sims to create a standard job list template. COMPLETED.
Clerk	537.22-18	Ensure the playground budget requests are included by Cllr Barry in the 2023/24 budget request DONE
Clerk		Send SSE priority service register information to the editor of the BPNews. Also add to Facebook page, noticeboard and website. DONE
Clerk	544.22-25	Cllr Shill request for an induction pack. PENDING AGENDA AVAILABILITY.

550.22 – 06. Discuss and vote on grant to Village Hall Committee for extension plans

The Cllrs debated the motion in detail. The discussion covered some of the following points:

- GBPC Planning Committee had sent their approval to Wiltshire Council for the planning application submitted by the hall trustees.
- The Pewsey Area Board have supported the plans with a grant.
- 13 written responses have been received by the Parish Council; 12 in favour, 1 against.
- The Parish Council's Community Infrastructure Levy (CIL) funds must be put spent on items that are permitted by the CIL scheme rules and they must be spent within the 5 year deadline which is approaching.
- The high cost of building work.
- The additional £10,000 the Village Hall need to spend repairing the car park.
- Inflation will mean that materials and labour will only increase, the longer this is left undecided.
- There is written evidence that British Legion legacy funds must be spent on hall expansion.
- This is a grant only. GBPC are not responsible for the project.

A proposal was made to provide a grant of £45,000 from council CIL funds to the village hall trustees for the purpose of creating a new hall space/extension. The provision of this grant is that planning permission by Wiltshire Council should be approved, and that the successful quote obtained by the trustees for the construction work will be presented to the council. The proposal was seconded and all Cllrs were in favour.

8 residents left the meeting at 8.14pm.

551.22 – 07. Review and vote on council’s budget for 2023/24 Financial year

The Council reviewed the draft budget containing regular expenditure and allocation of reserves, including budget requests from committees, prepared by the Finance Committee.

The budget covers playground maintenance and repair, allotments management, safety investment (including speed an additional indicator devices and white gates), communications, events (e.g. coronation), parish maintenance (including grass cutting and handyperson costs) general administration and staffing.

Overall, a 15.7% increase in regular expenditure is proposed due to the contracting of a parish handyperson.

Reserve expenditure will be down by 61% based on the fact that the CIL grant in item 550.22.06 above will have been paid from the budget in 2022/23.

It was confirmed that there will be £18,000 left in the reserves fund at the end of 2023/24 if all expenditure is made.

Budgets for 2024/25 and 2025/26 were also reviewed.

A proposal was made to approve the 2023/24 budget with some minor alterations. The proposal was seconded and all Cllrs were in favour.

The budget report will be loaded onto the Parish Council’s website at www.greatbedwyn-pc.gov.uk under About > Council Finances.

Cllrs wished to thank Cllrs Barry and Sheerin for their work in compiling these reports.

552.22 – 08. Review and approve council’s precept amount for 2023/24 Financial year

Based on the above budget, the precept will increase from £22,000 to £28,000. The tax base for the parish has increased so the proposed increase will be equivalent to 78p per week for a Band D property.

A proposal was made to approve £28,000 as the precept amount for 2023/24. The proposal was seconded and all Cllrs were in favour.

1 resident left the meeting at 8.40pm.

553.22 – 09. Playground report

There were no changes or updates needed with regards to the playground

554.22 – 10. Report from Great Green Bedwyn

The written report from Cllr Wyatt was acknowledged. There were no questions or comments.

555.22 – 11. Review and vote on proposal to purchase speed indicator device and auxiliary items

Cllr Sims report was reviewed, which recommended 1 Pandora device, with 3 removable posts with sleeves, 1 permanent post, battery charger, spare battery, installation costs and carriage costs totalling £4,957.48 (ex VAT).

A proposal was made to approve the costs of £4,957.48 (ex VAT) to purchase the items listed above. The proposal was seconded and all Cllrs were in favour.

Cllr Sims noted he had met with a Wiltshire Council Highways Engineer which was useful and has built up a future relationship. The 4 locations have been agreed for the SID posts, with the one at Browns Lane being altered slightly.

The council thanked Cllr Sims for the time taken to produce his report.

The Clerk will write a news item for the Bedwyn Parish News with an update for residents on the progress of this item.

556.22 – 12. CONFIDENTIAL ITEM: Review of staff salaries after national increase

Cllrs had reviewed the National Joint Council salary increase recommendations for national salary increased, backdated to April 2022.

A proposal was made to award these increases to council staff and backdate them to April 2022. The proposal was seconded and all Cllrs were in favour.

557.22 – 13. Planning applications voted on in the 12 January planning meeting

The planning applications reviewed can be seen on the Planning minutes from 12 January on the council's website. Applications for The Maltings and 24 Farm Lane have been deferred to the February Planning meeting which will be on the council's website.

558.22 – 14. Planning applications decided by Wiltshire Council since the last meeting

These applications and their decisions can be viewed on the 12 January Full Council agenda which is on the council's website.

559.22 – 15. Finance report

Cllr Barry gave the finance report as follows to 5 January 2023. There were no comments or concerns raised.

Great Bedwyn Parish Council Finance Report 05 January 2023

Payments Since Last Meeting

Date	Payee	Description	Gross £	VAT £	Net £
18/11/2022	Allbuild	Collection and delivery of water tanks to	300.00	50.00	250.00
18/11/2022	GB Climate Officer	July-Oct Hours	1,200.00		1,200.00
22/11/2022	DCK Accounting	Year End PAYE 2021-22	30.00	5.00	25.00
22/11/2022	Vision ICT	Annual email hosted x2	43.20	7.20	36.00
22/11/2022	HMRC	Employee tax Nov	73.40		73.40
22/11/2022	Staff salaries	November	444.96		444.96
24/11/2022	DCK Accounting	Nov payroll	36.00	6.00	30.00
06/12/2022	Old School Surgery	Defib Pads	51.60		51.60
06/12/2022	Phil Duckett	Allotment tree work	350.00		350.00
08/12/2022	Vision ICT	Annual website hosting and support	161.26	26.88	134.38
19/12/2022	HMRC	Employee tax Dec	73.20		73.20
19/12/2022	Clerk and RFO	Dec salaries	445.16		445.16
04/01/2023	DCK Accounting	Dec payroll	36.00	6.00	30.00
31/12/2022	Unity	Service charge 3 qtrs	18.00		18.00
		Total	3,262.78	101.08	3,161.70

Bank Reconciliation at 05 January 2023					
				£	£
Balance b/fwd at 03 Nov 2022				105,484.61	
Receipts				761.32	
Payments					3,262.78
Balance c/fwd 05 Jan 2023					102,983.15
				<u>106,245.93</u>	<u>106,245.93</u>
Balance per bank statements					
TSB Business Accou	51634		05/01/2023	245.00	
TSB Saving Account	7018306		05/01/2023	80,093.32	
Unity Business Acco	20460060		05/01/2023	22,644.83	
				<u>102,983.15</u>	
Less outstanding cheques / unapproved payments on Unity					
			0.00		
					0.00
Balance at 05 Jan 2023				<u>102,983.15</u>	

560.22 – 16. Items for the next agenda

There were none. Cllr Wyatt gives her apologies for the 9 February Planning meeting.

The meeting closed at 9.22pm.

Date of next meeting: Thursday 9 March 2023 Village Hall at 7.30pm, with an informal chat from 7.00pm.

Action Points

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Cllr Nicholson and Clerk	464.22-14	Work together to arrange for wood preservative treatment to be carried out in play area under delegated powers.
Clerk	467.22-16	Review grass cutting quotes over winter for appointment of a contractor for the 2023 season.
RFO	486.22-15	Create a plan for regular funds movement from current account to savings account to maximise interest payments.
Clerk	487.22-16	Add ROSPA playground inspection course to an agenda in 6 months' time for review. (From July 22)
Clerk	512.22-13	Arrange the install of the bollards at amended cost & repairs to cobbles.
Cllrs Sims, Wyatt and Sanday. Clerk	523.22-04	Review proposed flood plan and bring to council to adopt the updated plans. Formal thank you to Mr Hitchman for his work to date on this item.
Cllr Barry	551.22-07	Update budget as per minute and publish on parish council's website.
Clerk	551.22-08	Submit precept to Wiltshire Council.
Clerk/RFO and Cllr Sims	555.22-11	Council staff to work with Cllr Sims to arrange the purchase of the SID items. Clerk to write a news item for the next BPNews.
Clerk and RFO	556.22-12	Arrange for staff salary increases to be processed.