

GREAT BEDWYN PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

HELD ON 15th MARCH 2024 7.30PM

IN GREAT BEDWYN VILLAGE HALL

Present: Cllr Nicholson, Cllr D Cooper (Council Vice Chairman), Cllr White (Council Chairman), Cllr Shill, Cllr Sanday, Cllr H Cooper. Clair Wilkinson (Parish Clerk), and 9 members of the public.

717.23. 01. Welcome and public participation.

Comments from residents:

- Ref item 7 on the agenda and the Spaines field. A resident provided a written statement with useful local information. The last housing survey in the parish was 7 years ago. Aster has applied to build 28 affordable homes in Marlborough and has permission for 17 affordable homes in Burbage. In 2011 21.3% of GB housing was affordable, it is now 19.1% in 2021. 2021 census shows a higher than national average which is 17% and a higher Wiltshire average which is 14.5%. (The full document is available on request from the Clerk)
- Resident requested clarification on the minutes from Jan 24 in public recess. Ref comments on non-porous front gardens with hard standing etc. Their front driveway is made from porous material so won't affect any local flooding issues.
- There was a query on the 11% precept increase for 24/25 as stated in the Wiltshire council letter. It was confirmed that the precept has risen from £28,000 to £31,000 for 24/25 and this is approximately 10p per week extra for a band D household. The council's precept and budget information for 24/25 is on their website in the Finance page as approved in No 23.
- Complaints about bus issues are not being listened too by Wiltshire Council. The drivers are going too fast on rural roads. There are concerns that WCC feel the new "Connect" service is working well, however in GB it is a lesser service than the previous regular timetable service. This item will be on the May agenda – the Clerk will ask WCC for data regarding the bus changes so the PC can see how they are quantifying a success. The Clerk to also ask if someone from WCC can attend the May meeting.
- Of the £1.2 million allocated for improving rural services by WCC, it wasn't felt that GB was benefitting. GB only has 3 scheduled bus services.

718.23 – 02. Co-option of candidates for Councillor. Mrs Helen Cooper.

Cllr D Cooper declared an interest and advised he would not be voting on this item.

Mrs Cooper advised that she has lived in GB for 20 years and worked as a teacher, with an interest in SEN issues.

Passionate about local issues after reading past council minutes.

The Clerk had already determined that Mrs Cooper was qualified to stand as Cllr and was not prevented from doing so by any disqualifications.

There were no questions.

A proposal was made to co-opt Mrs Cooper as a Parish Cllr. The vote was seconded and all Cllrs were in favour. Cllr D Cooper did not vote.

Cllr H Cooper signed the Declaration of Acceptance of Office and joined the council meeting.

719.23 – 03. Apologies for absence and vote to approve them.

Cllr Sheerin has a work commitment, Cllr Sims is unwell and Cllr Wyatt has a personal family commitment. A proposal was made to accept these apologies. The proposal was seconded and all Cllrs were in favour.

719.23 – 04. Declarations of interest. Cllr D Cooper had already declared an interest on agenda item 2, minute ref 718.23-02 and did not vote.

720.23 – 05. Approval of Minutes from 11th January 2024

The minutes of the meeting of 11th January 2024 were proposed as accurate. The proposal was seconded and all Cllrs were in favour.

721.23 – 06. Review of action points from last meeting (completed items in grey)

Owner	Minute ref	Action
Clerk	561.22 – 01	Follow up on Foxbury place line painting. Ask Ward Cllr for assistance. STILL WAITING FOR CONFIRMATION OF DATES FOR WHOLE PARISH. CHASED MARCH 24
Cllrs Sims and Wyatt	587.23 – 06	Prepare item for Sept agenda for further white line requirements in the parish. MOVE TO FUTURE MEETING – Nov or Jan. PENDING.
Cllrs Wyatt, Sanday and Sims	613.23 – 10	Condense the flood plan for the BP News to publish and also work on the emergency plan to be reviewed and approved at Sept meeting. PENDING. FLOOD PLAN NOW COMPLETE.
Clerk	611.12 – 19	Arrange for St Marys verge issue to be logged with LHFIG. COMPLETE. CLERK HAS LOGGED PAPERWORK WITH LHFIG
Clerk	642.23 – 07	Add Emergency plan review to Nov agenda. Now Jan 24 agenda. PENDING
Clerk	644.23 – 08	Add additional white lines/questionnaire to Nov or Jan agenda as required PENDING
ALL CLLRS	644.23 – 08	To submit further feedback to the Safety Committee to form the final version of the road safety questionnaire draft. PENDING.
Clerk/ALL CLLRS	667.23-07	Provide feedback to Clerk on issues with on-demand bus service & current timetable. Clerk to compile the list and also ask residents for the same information. PENDING. ADD TO MAY AGENDA.
Clerk	668.23-08	When Safety Committee agenda is created – add emergency plan draft to the March 24 meeting. PENDING.
ALL CLLRS/Clerk	669-23-09	Create a list of 3 things to be added to the safety questionnaire. Clerk to arrange a meeting for Jan 24 for this. PENDING.
Clerk/RFO	670.23-10	Clerk to ask RFO to create a final document for budget and precept and Clerk to load onto website DONE.
Clerk	679.23-19	For new Safety Group make sure that the TOR is updated for approval, and make sure first agenda has the relevant items. DONE
Clerk	701.23-11	Clerk to arrange to visit a Solicitor to sign the allotment lease documents DONE
Clerk	702.23-12	Work with Cllr Sims to order the new SID DONE.
Clerk	703.23-13	Advice the RFO to arrange for a Unity credit card for staff use. WORK IN PROGRESS
Clerk	704.23-14	Arrange for Phil Duckett to do work on allotment gate and fence DONE
Clerk	705.23-15	Look at training opportunities and collate a list of what is required WORK IN PROGRESS.

Owner	Minute ref	Action
Clerk	706.23-16	Add agenda item for March for website updates for local sources of assistance PENDING.
Clerk	707.23-17	Arrange an informal meeting with BPN and Cllrs on how BPN can be used further for sharing local information DONE
Clerk/Cllr White	708.23-18	Clerk to share any existing useful planning documents and add agenda item to March 24 full council meeting. Cllr White to share the parish survey document. DONE
Clerk	710.23-20	Add updated TOR for Safety Committee to March 24 meeting. DONE. MARCH FULL COUNCIL
Clerk	713.23-23	Advice RFO of salary and back pay changes for staff and to make arrangements for processing. DONE

722.23 – 07. To vote on a position of neutrality with regards to development decisions outside the Parish, except for commenting on submitted planning applications if appropriate.

After a discussion the following proposal was made:

A proposal was made to remain neutral with regards to housing, land and development not within the parish, unless there is a submitting planning application that the PC may wish to comment on. The proposal was seconded and all Cllrs were in favour.

723.23 -08. To approve available funds for any person or group of persons who may wish to enter the village into the “Best kept village” competition for 2024.

A proposal was made to provide up to £250.00 to any person or group wishing to submit an application, and in order to provide the village with the best chance of succeeding. The proposal was seconded and all Cllrs were in favour.

Any prizes should be offered back to the Parish Council in the first instance for a decision to be made on their use.

724.23-09. Parish Council Communications Strategy.

To have 5 main categories. Cllrs met with the editor of the Bedwyn Parish News to discuss how we can engage more efficiently and effectively with residents. The Clerk will include future agenda items to be discussed on the news item that is sent for publication and what items we would like to have feedback on from residents. Also reminders of grants available etc.

It was suggested a secure post box could be added somewhere locally so that residents can submit suggestions. Cllr Shill has an action to ask the Doctors Surgery or the Post Office whether they would allow a box to be placed there. Otherwise consider the BT box. Remind residents of our PO box address for correspondence also.

The 5 categories were confirmed as: Safety, Environment, Community, Transport, Grants and Funds, and “Other”.

A proposal was made that if required, the Clerk has delegated powers to spend up to £50 on a secure post box that can be used. The proposal was seconded and all Cllrs were in favour.

A website form can be created that will email direct to the Clerk. The Clerk is to get costs for this and bring to the next meeting. The 6 categories above will be placed on the form as drop-down options if possible.

This will be a standing agenda item moving forwards. It was confirmed that questions and comments would not receive a personal response but would be discussed at a meeting if appropriate and only if it’s a matter that the PC can be involved in/make a difference to.

725.23 – 10. FINANCE. To vote on a requested grant of £900 from ARK to create water gardens at the Primary School.

A proposal was made to part fund this with a £500 grant. There was no seconder for the proposal.

There was no proposer to offer a further amount of funds so the request was not approved to provide funds.

The council felt that the amount required was substantial when it did not have community wide reach or visibility/access.

726.23 – 11. FINANCE. To vote on applying for a grant from Great Western Railway to either create more parking or a footbridge over the canal and railway line.

After a discussion on the feasibility and desirability of this scheme there was no proposer to support submitting this grant request.

727.23 – 12. FINANCE. To approve the bank reconciliations signed at the January meeting.

A proposal was made to approve the bank reconciliations up to Jan 24. The proposal was seconded and all Cllrs were in favour.

728.23 – 13. FINANCE. To approve in principle spending council funds to work with the Pewsey Area Board of Wiltshire Council to provide youth provision in the parish.

It is not yet known the form this provision will take or the funds required.

A proposal was made that in principle the council would like to discuss this further and are also committed to spending funds appropriately on this scheme. (Subject to details) The proposal was seconded and all Cllrs were in favour.

729.23 – 14. To approve the updated costs for emptying the dog bins in the parish.

The updated costs are £5.37 per dog bin. (£3.40 per bin only if the additional waste bins are also emptied).

A proposal was made to approve the updated costs. The proposal was seconded and all Cllrs were in favour.

730.23 – 15. Training discussion. What training would be beneficial to the council and Cllrs.

No useful feedback from Ward Cllr Wheeler or WALC yet. Item to be moved to next agenda.

731.23 – 16. Approval of delegated powers for the Clerk to place the annual playground bark order, in discussion with Cllr Nicholson.

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

732.23 – 17. FINANCE. Approval of delegated powers to the Clerk to spend £100 on a push along mower for the allotments. (Request by the allotment committee in 2023)

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

733.23 – 18. Update on a citizens advice style provision in the Parish.

The item was deferred to the May meeting for when Cllr Sheerin can provide input.

734.23 – 19. To look at how Cllrs vote to respond to planning applications and the content of the replies.

Cllrs were urged to look at the 2003 document shared around on the “Village Design Statement” and the documents the Clerk had sent out. Hopefully some training courses will make themselves available as well.

The item is moved to the May meeting for further discussion.

735.23 – 20. To vote on whether to ratify the draft local plan statement sent to WCC by the planning committee.

After a discussion there was the following proposal:

A proposal was made to not ratify this document. The proposal was seconded and the majority were in favour. 1 Cllr abstained from voting.

It should be noted that the decision by the planning committee was legally sound.

A further proposal was made:

A proposal was made to write to Wiltshire Council advising that after a review the statement is no longer the official position of the parish council. The proposal was seconded and all Cllrs were in favour.

It should be noted that the deadline for further official comments on the draft local plan has now passed.

An agenda item will be added to the May meeting to review the TOR for the Planning Committee.

736.23 – 21. PLANNING. PL/2024/00546 Bahama, 6 Great Bedwyn

This item was voted on, at the 15th March planning meeting.

737.23 – 22. To approve the TOR for the Safety Committee

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

738.23 – 23. To vote on any new/updated Council policies. Expenses policy.

A proposal was made to approve the new expenses policy. The proposal was seconded and all Cllrs were in favour.

739.23 – 24. Playground update if required. (Cllr Nicholson)

No update but to note that the handyman is doing an excellent job.

740.23 – 25. Planning applications voted on by GBPC and planning decisions made by Wiltshire Council since the last meeting.

These applications and their decisions can be viewed on the Full Council agenda's which are on the council's website, and decisions of applications can be viewed on the Wiltshire Council website.

741.23 – 26. Finance report

There were no comments or issues with the finance report shown on the March 15th 2024, agenda document.

742.23 – 27. Items for the next agendas.

There were none.

The meeting closed at 21.17.

Date of next meeting: Thursday 23rd May 2024 Village Hall at 7.30pm, with an informal discussion from 7.00pm. The annual meeting of the Parish Council will also take place on this evening.

Action Points

Owner	Minute ref	Action
Clerk	561.22 – 01	Follow up on Foxbury place line painting. Ask Ward Cllr for assistance. STILL WAITING FOR CONFIRMATION OF DATES FOR WHOLE PARISH.
Cllrs Sims and Wyatt	587.23 – 06	Prepare item for Sept agenda for further white line requirements in the parish. MOVE TO FUTURE MEETING – Nov or Jan.
Cllrs Wyatt, Sanday and Sims	613.23 – 10	Condense the flood plan for the BP News to publish and also work on the emergency plan to be reviewed and approved at Sept meeting. PENDING
Clerk	642.23 – 07	Add Emergency plan review to Nov agenda. Now Jan 24 agenda.
Clerk	644.23 – 08	Add additional white lines/questionnaire to Nov or Jan agenda as required
ALL CLLRS	644.23 – 08	To submit further feedback to the Safety Committee to form the final version of the road safety questionnaire draft.
Clerk/ALL CLLRS	667.23-07	Provide feedback to Clerk on issues with on-demand bus service & current timetable. Clerk to compile the list and also ask residents for the same information.
Clerk	668.23-08	When Safety Committee agenda is created – add emergency plan draft to the March 24 meeting.
ALL CLLRS/Clerk	669-23-09	Create a list of 3 things to be added to the safety questionnaire. Clerk to arrange a meeting for Jan 24 for this.
Clerk	703.23-13	Advice the RFO to arrange for a Unity credit card for staff use
Clerk	705.23-15	Look at training opportunities and collate a list of what is required
Clerk	706.23-16	Add agenda item for March for website updates for local sources of assistance
Clerk	717.23-01	Ask WCC for stats on the new bus service to see how they quantify a success. Ask a rep from WCC to come to the May meeting to discuss local difficulties with the service.
Clerk	722.23-07	Write a policy statement with regards to this item so it can be on rotation for future approval.
Clerk	723.23-08	Publicise the need for interested person(s) to come forward to enter the village in the competition and do work to prepare the village.
Clerk	724.23-09	Purchase a lockable post box if required. Ask our website provider for costs of adding a “contact us” form. Add to meeting agendas as a standing item.
Cllr Shill	724.23-09	Ask the Doctors Surgery and Post Office if they will house the postbox for comments or suggestions
Clerk	728.23-13	Reply to Pewsey Area Board with interest in youth provision.
Clerk	730.23-15	Add training discussion to May agenda
Clerk	732.23-17	Buy a push along mower for the allotments
Clerk	733.23-18	Add Citizens advice item to May agenda
Clerk	734.23-19	Add voting on planning applications to May agenda.
Clerk	735.23-20	Write to Wiltshire Council regarding vote on draft local plan comments
Clerk	738.23-23	Add Expenses policy to the council website

DRAFT