

Corsley Parish Council

Minutes of the Quarterly Meeting of the Parish Council held on 10 June 2013 in the Reading Rooms at 19.30

Present: Mike Bird (MBi)
N Britten (NB) Chair
M Butler (MBu)
R Chapman (RC)
O Hares (OH)
Judith Helliar (JH)
Simon Jasper (SJ)
G Parkinson (GP)
J White (JW)

In attendance: John Willcox (JDW) Clerk
3 x Members of the Public

13/58 Apologies None

13/59 Register of Interests

The Chair welcomed the two co-opted councillors, Mike Bird and Simon Jasper who were asked to complete the Register of Interests

13/60 Declaration of Interests

None

13/61 Minutes of the Annual General Meeting of 13 May 2013

The minutes of the meeting had previously been circulated. They were agreed as a true record and signed by the Chair

13/62 Matters Arising from the Annual General Meeting not covered elsewhere on the Agenda

13/43 The Clerk confirmed that the thank you letter to Michael Clark would be going out in the next few days.

13/49 (13/39) Gloworm Cottage. An e-mail had been received from the planning Authority on 22 April advising that the issue would be investigated. In the absence of any notification of progress the Clerk followed up on 2 June asking for an update. Nothing has been received to date.

13/51 It was reported that following investigation 8 benches had been found on the Playing Field. It was felt that none of these are the responsibility of the Parish Council and that the Playing Field Committee should check whether they are covered by any insurance that they may have. As the PC Playing Field representative, Olly Hares would report back to the Playing Field Committee.

Signed.....

Date.....

13/51 Royal Oak Green – Agreed to be deferred to the next meeting.

13/63 Approval of Parish Accounts

Copies of the Annual Return for the year 2012/2013 and the bank Reconciliation had been circulated. The Receipts and Payments ledger was made available for Councillors examination.

In response to a question the Chair clarified what constituted the PC's income. With respect to assets, it was explained that whatever valuation basis is adopted the book value should usually stay constant until disposal. However it is not clear what is included in the assets. It was agreed that the Clerk should seek advice from the previous clerk on this. It was noted that the accounts have to be with the Auditor by 30 June. The Clerk will advise all the Councillors of the situation regarding the assets and, assuming there are no issues with this, the Chair is authorised to sign them.

It was noted that a replacement is required for the Internal Audit of the accounts. It was agreed the Clerk should approach Dave Edmunds.

It was agreed that the cheques from the two Building Society accounts should be deposited in the Barclays account pending the identification of a suitable deposit account for them. It was agreed the Clerk should research an appropriate account for the monies to be transferred to.

It was confirmed that the VAT reclaim, the bank mandate and share ownership changes and the follow up on an uncleared cheque are all in hand.

NB pointed out that one of the external auditors comments from last year was that standing orders had not been reviewed or up-dated for some time. This item would be put on the next meetings agenda and would cover, in addition to consideration of financial aspects, the administrative processes of the PC, including such issues as the structure of agendas, minutes etc. Proposals for amendment to Standing Orders would be included with the next meetings agenda. It was agreed that AOB would, for the time being, be put back into the agenda structure, but that this part of the agenda could only be used for discussion and not for decision making.

13/64 Steiner School Licence

It was reported that the first payment has been received from the Steiner School in respect of the Licence fee, albeit the Licence has not yet been signed. There was some discussion about the position of the rubbish bins at the school. They are currently sited on land that is outside their licenced area. Notwithstanding the possible inconvenience of siting them on licenced land it was felt that this should be brought to the attention of the Steiner School and that it should be during the meeting between the School and the representatives of the PC (NB, RC, & OH) proposed for 21 June.

In response to a question regarding the sale of the school, the Chair confirmed that Cooper and Tanner (the Agents) had been made very aware of the access and egress arrangements regarding the site. It was agreed that a copy of the E-mail detailing this would be circulated, provided it could be located.. (Note that NB's recent IT failure had destroyed all his e-mails.)

Signed.....

Date.....

13/65 Little Cuckoos

It was agreed that the Chair, Vice Chair and Olly should represent the PC in the negotiations with Little Cuckoos on the sub lease.

13/66 Public Footpath(s)

It was reported that the finger post at the top of the Hollow, by the kissing gate, had gone and that one side of the FP sign halfway down the Hollow had been painted over. Gill advised that there were signs on the gate that indicated the direction of the footpaths from the gate and that the absence of the post was not critical. The FP Officer for Wiltshire Council has been advised. Gill offered to remove the paint on the sign.

A letter had been received from the Footpath Secretary to the West Wiltshire Ramblers relating to a proposal for a footpath at CleyHill Farm. A copy of the letter will be circulated with the minutes of the meeting for discussion at the next meeting of the PC.

13/67 Roads and Traffic

The Chair reported on a briefing and workshop attended by himself and Simon on the way in which local Highway and Street scene services are to be provided in the future. Details of the presentations would be forwarded to Councils in due course but the main points were:

- ≡ The Council staffing structure has been changed to reflect the new Highways and Street Scene contract with Balfour Beatty which commenced on 1st June.
- ≡ The contract covers maintenance of all the areas previously covered by the Parish Steward system and includes additional items.
- ≡ A new single Point of Contact (POC) is provided to replace the Parish Steward and he, in turn, requires a single PC POC, which will be Simon Jasper. Our POC is Tracy Myers and he will liaise with the new Area teams who will be multi-disciplinary. Although he is primarily concerned with maintenance only, he will be our POC for any and all Highway issues.
- ≡ Our POC will visit the parish in July to discuss and agree maintenance priorities and discuss service arrangements. All councillors were invited to offer input to SJ and NB for this meeting.

The next Community Area Transport Group (CATG) meeting is on 18 June. NB has e-mailed the Community Area Manager detailing our attendees (SJ, RC & JH) and an outline of the issues Corsley PC wish to raise; the scope of the repair of the A362 and the meeting with Longleat in July. (This e-mail will be circulated to all PC members.) JW asked that the issues of trees in the Sturford Mead area and their impact on the A362 road surface condition and drainage be added to the discussion.

The Chair reported that a meeting had been offered by Longleat, through the Area Community Manager, to discuss traffic through the lanes. It is not known who would attend or when it will take place but NB has suggested that the week between 10th and 17th July was the earliest sensible period. This will be discussed at the CATG meeting on 18th June.

13/68 St Margarets Closed Graveyard

Following comments about the length of grass in the closed graveyard the Chair had spoken with Judith who confirmed that arrangements had been made for the sheep to return to the

Signed.....

Date.....

graveyard.

13/69 Affordable Housing

A Government paper, Understanding the Community Right to Build, was tabled by OH. His view was that new Government policy gave PC's increased authority to develop their own village schemes and that this could offer an opportunity to look again at provision of "affordable housing" in the village. There was discussion on several aspects of this idea – the requirement, the means by which such a project could be developed, the finance, its popularity, how to get support, the involvement (or not) of the County Council. There was cautious support for the ideals expressed and NB expressed the view that a PC Village "vision" was something which was needed and which could encompass such an aspiration. It was agreed that PC members should read the paper carefully and come to the next meeting better informed on the paper ready for a more structured debate and how to proceed. JW to include item on next agenda. ACTION JW

13/70 Parish Council Website

The Chair reported on a meeting held with Viv Thomas (editor of The Bridge), Liz Hodgson and the Clerk on the possibility of a parish web Site. Viv Thomas has designed and set up a prototype which would provide an ideal platform for the PC to be able to post its own material and links to notices/discussion forums. A further meeting is planned for the 10 July.

13/71 Correspondence

Notification of Rural Housing week	Noted
Public meeting with Police Commissioner	Noted
WALC Exec Committee	Noted
WALC May Newsletter	Includes course details for new Councillors copies passed to MBI and SJ.
NALC Chair Update	Noted
NALC Conference	Noted

MBi advised that the AGM of the Neighbourhood Watch was to be held in Devizes on 4th July but that he would be unable to attend. RC agreed to attend in his stead.

There being no further business the meeting was closed at 21.00

Signed.....

Date.....