

MINUTES MAY BE UPDATED BEFORE THEY ARE APPROVED AT THE NEXT PARISH COUNCIL MEETING

MINUTES OF THE CALNE WITHOUT PARISH COUNCIL
LANSDOWNE HALL DERRY HILL
MONDAY 4TH JUNE 2018 19.30

CALNE WITHOUT COUNCILLOR ATTENDANCE

Present (P): Apologies (A): Did Not Attend (X)

Sue Baker	P	Nigel Cole	P	Jim Cook	A
Richard French	P	Rob Hislop	A	Ed Jones (Chair)	P
Katharina Kronig	A	Lord Lansdowne	P	Matt Maddicks	P
Alan Malpas	P	Charlie Oram	P	Ioan Rees	P
Keith Robbins	P	Adrian Satchell	P	Barry Satchell	P

Wiltshire Council Unitary Councillor (Calne Rural) Christine Crisp gave her apologies.

1 Apologies

Apologies received from Calne Without Councillors Kronig, Cook and Hislop.

2 Public Speaking and Correspondence

2.1 Public Speaking

None

2.2 Correspondence

The Clerk reported that she had received notification from Lloyds Bank that the administration of the Council's bank account had been transferred to her, but it transpired that the savings account has not be included in the change. The Clerk will follow this up. The Clerk asked at this point if another Councillor would be willing to become a signatory to the Treasurers account, Councillor Robbins had previously put in the paperwork to do this and agreed to try again. The Clerk will ask at the bank for the necessary paperwork and pass to Councillor Robbins.

Clerk
Cllr
Robbins

The Chairman reported that he had received a letter regarding the Bridleway at Calstone which he had reported to Councillor Kronig.

3 Declarations of Interest.

None declared.

4 Chairman Announcements

CATG Issue 6208 Mile Elm has been sent to the Council for comment. The Clerk reported this regarded an accident at Mile Elm during the bad weather and that Highways Officers have attributed it to the bad road conditions. Councillors did not feel there was anything more they could add to the already well reported problems at Mile Elm.

Clerk

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5 Minutes

Proposed: Cllr French

Seconded: Cllr Malpas

Agreed: To approve the minutes of the meeting of 14th May 2018.

Cllr Oram abstained.

The Chairman signed the minutes.

6 Response to Actions from previous meeting

6.1 Bus Stop, Sandy Lane

Cllr Jones reported that he had heard from Cllr Christine Crisp that Jason Salter at Wiltshire Council had agreed the land for the bus stop sign was Highway land and that he would fund the provision of the bus stop sign from his budget. Cllr B Satchell welcomed the news.

6.2 WW1 Memorial Trees

Cllr Malpas suggested an Oak tree in the Primary school be dedicated. Cllr Baker suggested a tree for the cycle path at Black Dog Halt. Cllr A Satchell suggested trees at Cherhill View. Clerk to collate a list of possibilities from Councillors for consideration.

All Cllrs

6.3 CATG Metro Count

Cllr Jones reported that Cllr Crisp had written to the Speed Watch team about the counts. Lord Lansdowne asked for the metro counts for Devizes Road. Cllr Maddicks asked about Sandy Lane, Cllr Jones replied that Mark Stansby of Wiltshire Council Highways had reiterated that the count did not meet the Wiltshire criteria for a vehicle activated sign. Cllr Maddicks asked that a resident of Sandy Lane the Council had been in touch with be advised of this.

Clerk

6.4 Emergency Planning

Clerk still to report back.

6.5 Planning Applications

Clerk reported she had sent the responses to the Hills Waste planning applications to Wiltshire Council as agreed by Council.

6.6 Hills Waste Management Planning Applications: Lobbying Letter

This is covered later on the agenda.

6.7 Change of Meeting Day

Cllr Crisp has been informed, hall bookings updated, and website will be updated.

6.8 CATG Issue 6092 Road Safety Pewsham

CATG has been informed that the Parish Council approved the 30% funding of a vehicle and pedestrian survey.

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6.9 GDPR

Clerk reported that the Parish Council has been registered as a data processor and the Certificate has been received. The Clerk asked if any Councillors had registered as individuals. Cllr Malpas agreed that Wiltshire Council's advice had been that Councillors register but that he thought it reasonable for Councillors to wait until they have the new email addresses that are to be considered at the next meeting. Cllr Baker asked about information stored in old email addresses and freedom of information requests. Cllr Malpas suggested this might be included as part of Councillor education about the new email addresses.

Clerk

6.10 CIL Meeting

The meeting has been set for 11th June 2018 at 7.30pm. The Clerk asked Councillors to send in any questions so that they can be forwarded to the Wiltshire Council Officers providing the information before the meeting.

All

6.11 Derry Hill and Studley Fete

Clerk had circulated a request for display boards for the Council's stand.

All

6.12 Church Road Safety Group

Councillor French reported that the travel survey for the school, being analysed by Wiltshire Council, did include all members of staff, cleaners etc. not just the methods of travel used by parents and pupils.

7 Audit

7.1 Internal Audit

The Internal Audit report had been circulated.

Proposed: Cllr Rees

Seconded: Cllr Malpas

Agreed: That the Parish Council note the report from the internal auditor and in respect of recommendation R1 in order to ensure that the Parish Council have met their commitments with regard to Clerk Salary from April 2016 to May 2018, agreed to pay G Turner and HMRC the adjustment salary.

Proposed: Cllr Rees

Seconded: Cllr French

Agreed: That the Human Resources Committee report any future national pay increases effecting the Clerk's salary to the Parish Council for approval.

HR
Committee

7.2 Approve Annual Governance

Proposed: Cllr Malpas

Seconded: Cllr Robbins

Agreed: The Council considered and approved the signing of the Annual Governance Statement 2017/18 by the Chairman and the Clerk.

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7.3 Annual Accounting Statement

Proposed: Cllr Malpas

Seconded: Cllr Robbins

Agreed: That the Council considered the Annual Accounting Statement and approved that the Chairman sign and date the Statement.

8 Accounts

Cheque Payments

The Clerk read out the correct Cheque Nos. and details of an additional cheque to Derry Hill and Studley Fete of £20 for a stall.

Proposed: Lord Lansdowne

Seconded: Cllr B Satchell

Agreed Unanimously: To approve the payments of:

£35 to Sarah Glen reimbursement of credit card payment to ICO for Parish Council Registration as a data processor. Cheque No. 681

£492.53 to G Turner Clerk Handover Salary. Cheque No. 682

£123.13 to HMRC. Cheque No. 683

£138.83 to G Turner Salary Adjustment. Cheque No. 684

£34.71 to HMRC. Cheque No. 685

£64.41 to G Turner Expenses April. Cheque No. 686

£204.00 to Auditing Solutions Ltd. Cheque No.697

£810 to G Fowler, Lower Compton Notice Board. Cheque No. 688

£20 to Derry Hill and Studley Fete stall. Cheque No. 689

9 Balance and Expenditure

The Clerk presented the Accounts in a revised format. Cllr Malpas questioned the way a Sun Edison payment was entered. Cllr Rees requested that “available to the Council” be altered to “Available Funds/Reserves”. Cllr Baker asked how the CIL money will be presented, the Clerk replied that she was waiting for confirmation from Wiltshire Council what funds the Parish Council should have received. Cllr Rees suggested that the CIL monies would need some form of cash flow accounting to cover larger long-term projects.

Proposed: Cllr Malpas

Seconded: Cllr Rees

Agreed unanimously: To approve the budget and expenditure statement.

10 Planning

No Issues were raised on current planning applications other than those following.

10.1 18/10544/VAR Variation of condition 2 (site lighting) Land at Former Blounts Court Nursery.

Cllr French asked when the Toucan crossing would be put in as the condition required it before the first occupation. Cllr Rees asked about the footway on Studley Lane that should

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have been put in prior to work starting. The Clerk agreed to contact Wiltshire Council for an update on both issues.

Cllr Robbins confirmed that he would be happy to speak on the Council's behalf at the Northern Area Planning Committee and quoted two parts of the Calne Area Neighbourhood Plan that were relevant to the subject of street lighting and would be useful additions to the submissions the Parish Council has already made to the application.

Proposed: Cllr Rees

Seconded: Cllr Malpas

Agreed Unanimously: That Cllr Robbins be nominated to speak on the Councils behalf at the Northern Area Planning Committee and to present the arguments already submitted in the Parish Council's response to the Planning Application.

Cllr
Robbins
Clerk

Cllr Robbins asked the Clerk to advise the Clerk to the Northern Area Planning Committee that he will speak for the Parish Council.

10.2 Hills Waste Planning Applications 17/10539/WCM, 17/10543/WCM, 17/10550/WCM, 17/10554/WCM, 17/10557/WCM

The lobbying letter drafted by Cllr Cook had been circulated prior to the meeting

Proposed: Lord Lansdowne

Seconded: Cllr Maddicks

Agreed unanimously: To send the letter as written to all members of the Wiltshire Council Strategic Planning Committee, their substitutes and the MP James Gray. The letters to be sent when the date of the Committee is confirmed.

Clerk

Proposed: Cllr Rees

Seconded: Cllr Jones

Agreed Unanimously: That Cllr Cook present the Parish Council's verbal submission to the Wiltshire Council Strategic Planning Committee, and that that submission should be based on the objections already submitted by the Parish Council to the Planning Applications.

Cllr
Cook

11 Representation on Outside Bodies and Council Sub Committees

Cllr A Satchell advised that he wished to stand down from the Calne Area Transport Strategy Group as the time of the meetings was making it difficult to attend.

Proposed: Cllr French

Seconded: Cllr Oram

Agreed: That with the exception of CATG and The Calne Area Transport Committee the Parish Council approved the continuance of the existing representation on outside bodies, sub committees and working groups for the year 2018/19.

It was agreed that it was important to have two Councillors on the Calne Area Transport Committee but that the vote would be left until Councillors not present could consider if they wished to be put forward.

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The Chairman indicated that he would like to remain as the Parish Council's representative on CATG and would not take part in the debate and in the absence of the Vice Chairman would require a Councillor to Chair this part of the meeting.

Proposed: Cllr Jones

Seconded: Cllr Rees

Agreed unanimously: That Cllr French chair the next part of the meeting.

Cllr Rees and Jones left the room.

Cllr French as Chairman asked for nominations for CATG representative.

Proposed: Cllr Robbins

Seconded: Cllr Malpas

That Cllr Rees be the Parish Council representative.

Proposed: Cllr Baker

Seconded Cllr Cole

That Cllr Jones be the Parish Council representative.

Agreed, by majority vote: That Cllr Jones be the Parish Council representative on CATG.

Councillor Jones resumed position as Chairman.

Cllr Rees suggested that the Human Resources Committee should have more members and following a short discussion it was agreed that the Committee should have 5 members. Cllrs French and Robbins volunteered to become members.

Proposed: Cllr Malpas

Seconded: Cllr B Satchell

Agreed Unanimously: That Cllrs French and Robbins be appointed to the Human Resources Sub Committee.

12 Boundary Working Group

The reports of the Boundary Working group and a set of plans identifying the properties in discussion had already been circulated. The Committee had also been made aware of a letter delivered by Cllr Rees, as an individual, to a number of properties on the Devizes Road.

Cllr Baker as Chair of the Working Group (BWG) advised the Committee that she was concerned that the recommendations of the Working Group had been ignored by one member who in pursuit of his own views had produced a separate set of recommendations. Cllr Baker reported that the third recommendation put by Cllr Rees was not agreed by the BWG and that the all the other members of the group were opposed to the recommendation.

Lord Lansdowne questioned whether Cllr Rees had contacted residents of the Pewsham Ward, because he did not consider them to currently be well represented.

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Cllr Rees advised that the residents had in the first instance come to him wishing to be part of Derry Hill, he had contacted them again only to canvass opinion. He was happy for the Council to do this itself, but he hadn't seen any evidence of this in the past. Lord Lansdowne suggested that the residents are actually better represented as part of Pewsham Ward and that a move to West Ward will dilute their representation, some residents didn't understand why this was being done. Lord Lansdowne questioned the motive behind it. Cllr Rees said they believe they are in Derry Hill, more than half want to move. Cllr Rees asked for the Council to sort out the obvious anomalies of Church Road and Studley Hill and canvass opinion on the rest.

Cllr Maddicks asked what the Parish Council would do if the result of residents' opinion was mixed, would the majority view be supported.

Cllr Jones explained that the whole issue came about at the election for West Ward where residents thought they were in West Ward because they had received information from prospective Councillors and then turned up to vote only to find that they were in fact in Pewsham Ward so could not. Until then it had never been questioned because all residents have been well represented and the Council is Calne Without Parish Council and does not make decisions at a ward level.

Cllr Robbins also reported that a number of residents had come back to ask why they were not part of West Ward and that it is right to raise the question at this point.

Cllr B Satchell stated that Cllr Rees has jumped the gun with his letter making the whole working group process a waste of time and that what he put out is not the views of the Council.

Lord Lansdowne reiterated that all Councillors represent the whole of Calne Without and it is up to Councillors to learn about the whole Parish and not just their own ward. Cllr Rees thought this an idealistic approach and that in practical terms Councillors knew their own Ward much better than others. Cllr Rees thought the Parish Council had a terrible reputation of engaging the public, that guidance in the Community Governance review document states that you should not split up villages and he did not apologise for asking peoples opinion.

Cllr A. Satchell asked where this left the Old Derry Hill community, which he considered to be closer to Derry Hill than Norley Lane, would West Ward want them too? Cllr Rees responded that he did not feel on balance that Old Derry Hill was part of Derry Hill and Studley.

Cllr Jones warned Councillors of the difficulties in acting as an individual when you have knowledge gained as a Councillor and reiterated that Councillors should always try and bring things back to the Council so that it does not look like they are trying to influence a decision. Parish Councillors should act as such.

Proposed: Cllr Baker

Seconded: Cllr French

Agreed: That the properties identified in Plans 2 and 3 on Church Road and Studley Hill and the East side of Devizes Road currently in Pewsham Ward be recommended to Wiltshire Council at its next boundary review for removal and placed into West Ward.

Proposed: Cllr Baker

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Seconded: Lord Lansdowne

Agreed: That the Parish Council canvass opinion of the properties on the west side of Devizes Road identified in Plan 4 as to whether they wish to remain in Pewsham Ward or move to West Ward.

The plans referred to are appended to these minutes.

Lord Lansdowne suggested he and Cllr Cook, as the Pewsham Ward members, would write a letter to the residents to balance out the views given to the residents then the Council only need ask a simple question. Cllr Malpas suggested that the Parish Council need do nothing other than send the results of the consultation to the Community Governance Review.

Proposed: Cllr Jones

Seconded: Cllr Robbins

Agreed: That all Councillors circulate by email suggested questions and wording to be considered for inclusion in a neutral questionnaire, which will if approved as a way forward be drafted by the Council at its July meeting.

All

13 Calne and Calne Without Transport Strategy

Draft Strategy and Objectives had already been circulated. Cllr Rees reported that he was generally happy with the objectives but felt that objective 5 need amending to reflect the concerns of Calne Without residents of the problems of through traffic in villages and on rural roads rather than just the Calne concern with congestion.

Proposed: Cllr Robbins

Seconded: Cllr Malpas

Agreed: That the Parish Council ask that recommendation 5 of the objectives be amended to read as follows:

Cllr Rees

Recommendation 5. Manage traffic to reduce the negative effects of congestion on key routes and of through traffic on inappropriate routes through villages.

14 Sun Edision Group

No project requests to report.

15 Human Resources Committee.

No progress to report.

16 IT Strategy Working Group

Cllr Malpas reported that the Council needed to be aware of the following in making a decision on the website. Straight replication might cost in the region of £100 to £200 and that the full new website would cost in the region of £500 to £1000 and there would be associated running cost of between £500 and £1000 a year.

Proposed: Cllr French

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Seconded: Cllr Rees

Agreed: That the Parish Council gives authority to the IT Working Group to contract out the preparation of the new Council website provided that the cost remains within the £800 remaining in the transparency funding budget allocation. The website in the first instance will replicate the existing website, future changes to its content and appearance, in line with the agreed framework of the Communications strategy, will be presented to the Council for approval at a later date.

IT Strategy
Working
Group

17 East Ward Notice Board, Bins and Neighbourhood Watch Signs

Cllr Oram reported the installation of the noticeboard and had circulated a photo. The location of the bins has been agreed and now need to be purchased. Cllr Robbins has the tool required for fixing. Clerk, Cllr Robbins and Cllr Oram to liaise over ordering of the bins. A request has been made for Neighbourhood watch signs for the estate to the west side of the road in Lower Compton. Cllr Oram believed the cost to be about £30 a sign. It was suggested that it was a request that could be put forward to Sun Edison Fund. In principle all were in favour of the signs.

Cllrs
Oram
Robbins
Clerk

18 Other Items

Cllr Baker reported a concern over a path in Stockley Hollow where water erosion had brought up barbed wire. Clerk to liaise with Cllr Baker to report to Bridleways and footpaths at Wiltshire Council.

Cllr A Satchell reported an issue with the hedge at junction of Pitters Lane, it was suggested that the owner be contacted.

Clerk
Cllr A
Satchell

Meeting ended at 9.40

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