

# LITTLE SOMERFORD PARISH COUNCIL

## Parish Council Meeting Tuesday 4 August

*In accordance with Coronavirus Act 2020 and SO Appendix C19, this meeting took place via Zoom*

### Minutes

<b>Present</b>	Cllr P Cameron (Chair)	Cllr J Frayling	Cllr C Minshell
	Cllr D Orchard	Cllr S Orchard	
<b>In Attendance</b>	R Nuttall (Clerk)	Cllr T Sturgis	
	Two members of the public		

### Public Question Time

Elizabeth Threlfall introduced herself as the Conservative Party candidate for the 2021 County Council Elections.

### Reports from Unitary Councillor and Council Representatives

Cllr Sturgis informed the meeting that the drain under the railway bridge had been pumped out allowing water to soak away quicker in the recent heavy rain. Further work is needed for a long-term solution.

Dauntsey Horse Trials have been held, under strict Government Guidelines.

Roads through the village have dressing marks in preparation for resurfacing.

An agricultural planning notice has been submitted for the barn opposite Field View, the Parish Council have yet to receive notice of this from Wiltshire Council.

### Covid-19 Community Support

Zoe Carruthers gave a verbal report

*"I'm delighted to report that support supply vastly outnumbered the help needed. A huge thank you to everyone who got in touch and offered their time. In particular, a big thank you to how quickly and easily people came together and helped when called upon.*

### Key figures:

*34 people / families registered with us – either offering support or requesting it*

*We were aware of 6 families who were shielding, some of whom we supported.*

*In addition, we helped 5 individuals, mainly with picking up prescriptions or calling them for a chat.*

*We're not aware of any Covid-19 cases in the village.*

*It should be noted that many people helped others or were supported and did so independently of the village support group."*

*[Signature]*

In light of a possible re-emergence of Covid-19, we would request that wherever possible, residents organise for repeat prescriptions to be delivered by post (via Boots, or other suppliers). This is a free service. The support database will remain for the foreseeable future, in case we need to request help on behalf of others. If you are on the list, and would like your name removed, please contact Zoe Carruthers email [zoemcarruthers@hotmail.com](mailto:zoemcarruthers@hotmail.com) or Rachel Nuttall 01249 720978

The Parish Council would like to thank everyone who has offered and/or helped out, but particular thanks are expressed to Zoe Carruthers and Nicky Butcher

20/08/1 **Apologies for Absence** – received Cllr Webb

20/08/2 **Declarations of Interest**

Cllr Minshell has an interest in item 20/08/4.1 as a neighbour of the property for planning application 20/04179/VAR

20/08/3.1 **Minutes and Matters Arising/ Action Register**

The Minutes of the meeting of 2<sup>nd</sup> June 2020 were approved and signed as a true record of the meeting.

Proposed: Cllr Cameron; Seconded: Cllr D Orchard

The Minutes of the meeting of 2<sup>nd</sup> July 2020 were approved and signed as a true record of the meeting.

Proposed: Cllr Cameron; Seconded: Cllr D Orchard

20/08/3.2 It was agreed that all items shaded green on the Action Register were completed. It was noted that some items were in hand and other items were on hold due to Covid-19 restrictions

20/08/4.1 **Planning Matters**

**Planning Applications received since the last meeting**

20/04179/VAR Land next to Hitherfields – additional documents

The Parish Council had no further comment, having sent a comprehensive reply on 9<sup>th</sup> July. It was noted that the new documents did not address the ridge height anomaly. Cllr Sturgis is meeting planning officers this week and will discuss ridge height as this condition is not covered in the variation application. To note that the approved plans must match the consent conditions.

20/06325/TCA – Rainbow Cottage, fell one tree

No Objection

20/08/4.2 **Applications Determined by Wiltshire Council since the last meeting were noted**

20/02933/PNCOU	Russell	Notification for Prior Approval Under Class
<b>Prior Approval</b>	House,	Q for a Proposed Change of Use and
<b>Granted</b>	Little	Conversion of Chicken Shed to Provide 1
	Somerford,	No. Dwelling (Use Class C3)
	SN15 5JH	

20/03728/TCA <b>No objection</b>	Somerford House, SN15 5JW	Reduce height of 4 Poplar trees to 14 metres.
-------------------------------------	---------------------------------	--

20/08/4.3 **Applications Determined by Wiltshire Council since publication of this Agenda were noted**

20/00132/FUL 20/00596/LBC <b>Approve with Conditions</b>	Church Farm	Conversion of Barn to single dwelling
--	-------------	---------------------------------------

20/03001/LBC <b>Approve with Conditions</b>	Street Farm	Fire damaged repairs to lean to kitchen
--	-------------	---

20/04183/TCA <b>No objection</b>	Somerford Barn	Fell one ash tree
-------------------------------------	----------------	-------------------

20/08/5 **Finance**

20/08/5.1 **To approve Finance Report**

The Finance report was received, and the Parish Council ratified and approved payments of £162.98 and noted pre-authorised payments of £1506.48. The income received was £885.45

Proposed: Cllr S Orchard; seconded Cllr D Orchard.

**Receipts & Payments to 31 July 2020 & Bank Reconciliation**

The report was noted. The year to date surplus is £6623. The bank balances stand at £21942.

The bank reconciliation was signed by the Chair.

20/08/5.3 **Allotments**

The Councillors considered the current allotment rental agreement and decided that no amendments were required.

Proposed Cllr Cameron; Seconded Cllr D Orchard

The list of current licence holders was noted; it was requested that the allotment agreements be sent out.

**Action: Clerk**

20/08/5.4 **Paddock**

The Councillors reviewed the current rental agreements and terms for the 20/21 let and considered making a change to the agreement to allow for recovery of any costs incurred by the council at the end of a tenancy. The council also considered whether a deposit should be taken.

The current licensee will be contacted regarding clearance of the paddock in preparation for the end of tenure.

**Action: Cllr Cameron**

*[Signature]*



Cllr Frayling has been approached by someone wanting to cut the paddock for hay. The Councillors were happy with this provided the current tenant has no objection.

**Action: Cllr Frayling**

The Paddock will be available for rent from 1<sup>st</sup> October, to be advertised in Signpost, Facebook, Noticeboard, website.

**Action: Clerk**

20/08/5.5 **National Association of Local Councils**

The Councillors agreed it would be of benefit, in particular to the new clerk and new councillors for the Parish Council to be a member of NALC and approved the request and payment of the subscription fees.

Proposed Cllr Cameron; Seconded Cllr Minshell

20/08/6 **Governance**

20/08/6.1 **Cemetery**

Cllr Webb was not able to attend the meeting, the annual Cemetery report will be given at the October meeting.

The Cemetery charges were reviewed, and it was decided to keep the charges as they were for a further 12 months

Proposed Cllr Minshell; Seconded Cllr S Orchard

20/08/6.2 **The Annual Footpath** report was received, there are a few remedial and outstanding actions, which Cllr Minshell is progressing.

Cllr Minshell asked that the Parish Council consider promoting the grants available from Wiltshire Council for replacing stiles with gates. It was noted that landowners are not in favour of gates as they are often left open.

The Parish Council was also asked to consider a reasonable timeline for repair requests to be completed and what action should be taken regarding electric fences. Cllr Minshell will progress better signage across all routes.

**Action: Cllr Minshell**

Thanks were expressed to Cllr Minshell for a comprehensive report.

20/08/6.3 **Briefing Note 20-20 Housing Land Supply** was considered, it was noted that the Wiltshire Council Action Plan does not take into account small villages and that normal planning rules will apply. The Parish Council was concerned that Briefing Note 20-20 reads as a 'free-for-all' for planning applications.

20/08/6.4 **Meeting Dates for 2021** were considered, it was decided to adopt proposal 2 – odd number months plus June to approve Finances and MGT AGM.

Proposed: Cllr D Orchard; Seconded Cllr Cameron

20/08/6.5 A letter of recognition to be sent to Cllr Sharp

**Action: Clerk**

Recruitment for Casual Vacancy, this will be advertised in The Signpost, Website and Facebook, all Councillors to make village residents aware of the vacancy.

20/08/6.6 **Induction Pack for New Councillors**  
Cllr Cameron has an old copy of a New Councillor Induction Pack. The Parish Council will review and update this.

Action: Cllr Cameron

20/08/6.7 **Website Accessibility Guidelines Legislation compliance**  
This is progressing and will be completed by 23/09/2020

Action: Cllr D Orchard

20/08/7.1 **Highway Matters**  
Parish Steward list was reviewed and updated to be sent to Highways department at Wiltshire Council.

Action: Clerk

A number of road signs were identified as requiring replacement.

Action: Clerk

20/08/7.2 **Autumn Litter Pick**  
The Autumn Litter Pick was agreed for September 13<sup>th</sup>, as part of the Keep Britain Tidy Campaign running in September. This will be advertised in Signpost, Facebook, Website and on the Millennium Green.

Action: Clerk

Action: Cllr Cameron

20/08/7.3 **Drainage under railway bridge.**  
Previously covered by Cllr Sturgis

20/08/8 **Items brought by Councillors from the previous meetings** – None

20/08/9.1 **Clerk's Report / Correspondence received**  
The Parish Councillors approved the application for an additional inscription to a memorial to John King. Charge is £50  
Proposed: Cllr D Orchard Seconded: Cllr Cameron

Action: Clerk

20/08/9.2 **Correspondence received regarding paddock**  
Covered under 20/08/5.4

20/08/10 **Update on Standing items**  
Updates were received from Councillors on items not covered elsewhere

20/08/10.1 **Allotments & Paddock**  
Covered under 20/08/5.3 20/08/5.4  
Councillors were requested to visit the allotments and report back any issues to the next meeting  
It was noted that there is ragwort to be dealt with.

Action: Cllr Cameron



- 20/08/10.2 **Cemetery**  
Covered under item 20/08/6.1
- 20/08/10.3 **Emergency Plan** – to be updated to include Pandemic Plan

**Action Cllr D Orchard**

- 20/08/10.4 **Website**
- 20/08/10.5 **Footpaths & Rights of Way** –  
Item 20/08/6.2

- 20/08/10.6 **Defibrillator** – Wi-Fi to be fixed  
Cllr D Orchard will supply masks, Cllr Frayling will supply gloves.  
**Action Cllr Cameron, Cllr D Orchard**  
**Action Cllr D Orchard, Cllr Frayling**

- 20/08/10.7 **Play Park**  
Now fully open, climbing wall has been serviced, swing straps have been replaced.

- 20/08/10/8 **Telephone Book Exchange**  
Broken bookshelf has been removed, along with some very large books. The public to be reminded this is an exchange i.e. bring a book, take a book, if you have excess books please take them to a charity shop, only leave a book if there is space on a shelf, books must not be left on the floor.

- 20/08/11 **Dates for Future Meetings**  
**6<sup>th</sup> October 1<sup>st</sup> December**

*Raven*

*[Signature]*

06/10/2020