

LITTLE SOMERFORD PARISH COUNCIL

Parish Council Meeting Tuesday 1st December 2020

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

Minutes

Present	Cllr P Cameron (Chair) Cllr D Orchard	Cllr J Frayling Cllr S Orchard	Cllr C Minshell
In Attendance	R Nuttall (Clerk) One member of the public	Cllr T Sturgis	

Public Question Time

Reports from Unitary Councillor and Council Representatives

The number of cases per 100k in Wiltshire has gone down from 136 to 96 in the past week, as a result of the 4-week lockdown. Most transmission is within households, with the highest percentage of cases in the 65 years old plus age group.

The Local Plan Consultation has been reviewed by Wiltshire Council and will be sent out to local councils. A Parish Council response will be required in January.

A question was raised to Cllr Sturgis regarding the development next to Hitherfields on why no action has been taken regarding the anomaly in the ridge height, with the actual building height being over 1m higher than the plans. Cllr Sturgis will speak to the planning officer and report back to the Parish Council.

20/12/1 **Apologies for Absence** – Cllr Webb

20/12/2 **Declarations of Interest** - None

20/12/3.1 **Minutes and Matters Arising**

There was a small correction to the minutes – 20/10/9.2 Speeding in the Village, should read 'a similar watch on The Hill recorded 21 vehicles exceeding the speed limit', not 28 as previously recorded.

Following this correction the Minutes of the meeting of 6th October 2020 were approved and signed as a true record of the meeting.

Proposed: Cllr Frayling; Seconded: Cllr Minshell

20/12/3.2 **Action Register**
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.

20/12/4.1 **Planning Matters**
Planning Applications received since the last meeting

20/10127/TCA Pound House, the Council has no objection

20/10510/TCA Phoenix Cottage, the Council has no objection

20/12/4.2 **Planning Applications between meetings**

20/08632/FUL Land Opposite The Elms – erection of Agricultural Storage Barn.
The Parish Council has No Objection.

20/12/4.3 **Applications Determined by Wiltshire Council since the last meeting** were noted

20/041479/VAR Land next to Hitherfields – variation of conditions, approved with conditions

20/07144/FUL Russell House – Erection of 2No replacement dwellings, approved with conditions.

20/12/4.4 **Applications Determined by Wiltshire Council since publication of this Agenda**
None

20/12/4.5 **Applications outstanding with Wiltshire Council**
None

20/12/5 **Finance**

20/12/5.1 **To approve Finance Report**
An invoice had been received from THWC Group for £1068 which was added to the Finance report.
The Finance report was received, and the Parish Council ratified and approved payments of £1068 and noted pre-authorised payments of £647.12. The income received was £410.14
Proposed: Cllr D Orchard; seconded Cllr Cameron

20/12/5.2 **Receipts & Payments to 30 November 2020 & Bank Reconciliation**
The report was noted. The year to date surplus is £4787. The bank balances stand at £19037.
The bank reconciliations for October and November were signed by the Chair.

20/12/5.3 **To consider the draft budget for 2021/22 including Capital Project items.**

The Parish Council had before it two budget models, one including a £500 uplift to the Precept and the other leaving the Precept figure blank for the Parish Council to determine. In both cases the budgeted expenditure for 2020/21 was £12740 and included normal recurrent spend plus Wildlife Friendly Village project.

The Parish Council approved the draft expenditure budget for the purposes of determining the 2021/22 Precept Request.

Proposed: Cllr Cameron; seconded; Cllr D Orchard.

The final budget and financial forecasts will be signed off in January.

20/12/5.4 **Precept Request for 2021/22**

A table of different Precept rates was considered based on the draft tax base figure of 186.24. The table showed the annual cash difference per band D household of different levels of possible Precept.

The Parish Council recognised the need to increase its Precept. It was determined to set the Precept Request at £10,000 which equates to an annual rise for a band D household of £2.59.

Proposed: Cllr Minshell; seconded Cllr Frayling.

The Clerk was tasked to submit this to Wiltshire Council by 18 January.

Action: clerk

Keeping the Precept Request down to £10,000 does mean that the Council is approving a budget deficit for 2020/21.

20/12/5.5 **To ratify agreement for works to pipe at Meadow Lane / Paddock entrance**

The Council had received 3 quotes for the pipe replacement work from

DH Contractors £1730 + VAT

Allstar Construction £1725 + VAT

THWC Group Ltd £890 + VAT

The Councillors had discussed this between meetings, and engaged THWC Group to carry out the work, based on these quotes. The work was carried out on 23rd November.

20/12/5.6 **To ratify the agreement to set up a direct debit for the annual Information Commissioners Office Data Protection fee**

Due to deadlines on payment, the Councillors had discussed this between meetings and agreed that a direct debit be set up for this payment of £35 pa.

20/12/6 **Governance**

20/12/6.1 **Website Contract**

There is no formal contract, Cllr D Orchard and the Clerk have reviewed the charges and service given for webhosting and domain and consider it to be value for money.

20/12/6.2 **Parish Council Vacancy** was noted and will continue to be advertised in The Signpost and on village notice boards.

20/12/6.3 **To note Cllr Webb request for 6 month leave of absence**

The Clerk had received an email from Cllr Webb as he is unable to attend meetings at present due to illness. The Parish Council agreed to waive the 6 month attendance rule in respect of Cllr Webb

Proposed: Cllr Cameron; Seconded Cllr Minshell

Section 85 (1) of the Local Government Act 1972 requires a member of a Local Authority to attend at least one meeting of that Authority within a six month consecutive period, in order to avoid being disqualified as a Councillor. This requirement can be waived and the time limit extended if any failure to attend was due to a reason approved by the Authority, in advance of the six month period expiring

20/12/7.1 **Highway Matters**

Issues for Wiltshire Council & Parish Steward.

Drainage ditch outside Mauditts Cottages and drainage ditch along road between Meadow Lane and Field View need clearing.

The main road between Clay Street and The Hill junctions is missing some drain covers on LS side.

Action: Clerk

Previous requests for sign replacement and drain clearing have been completed.

Complaints had been received from residents regarding cars parked on The Hill. Although there are no parking restrictions, the Councillors requested that the clerk write a letter to the owners of the property concerned.

Action: Clerk

20/12/7.2 **Autumn Litter Pick**

The Litter Pick on 22nd November was well supported, at least 18 bags of rubbish were collected.

A considerable amount of litter was collected from the lay-by at the top of Clay Street. The Parish Council would like to see a litter bin in this lay-by, as this is in Lea & Cleverton Parish Council area, clerk will write to L&C PC.

Action:clerk

Many thanks to all residents who helped out.

20/12/8.1 **Items brought by Councillors from the previous meetings**

Wildlife Friendly Village

Cllr Cameron gave a report – one Little Somerford and one Great Somerford resident have expressed interest in joining in with the project. It was agreed to start by engaging Wiltshire Wildlife Trust to carry out an ecological survey at a cost of £250 + VAT.

Proposed: Cllr Cameron; Seconded: Cllr D Orchard

20/12/8.2 **Christmas Tree**

The Parish Council would like to thank all those involved with the display of the Christmas Tree on the Millennium Green;

Hortico, Sherston for donating the tree; David & Pam Matthews for providing the lights and electricity; Martin Scott & Andrew Sharpe for collecting and erecting the tree.

The clerk was requested to send letters of thanks.

Action: clerk

20/12/8.3 Carols on the Green

There is a provisional plan for the Salvation Army band to be filmed when they play in Chippenham on 5th & 12th December and for this film to be broadcast via Facebook and the website for the residents of Little Somerford on 20th or 21st December. There will be a request for donations to the Salvation Army.

20/12/9.1 Clerk's Report / Correspondence received

The Covid 19 Community Support Group reported that it had not been asked for any help during the recent lockdown. The group continues to post advise from Wiltshire Council via Facebook. Thanks as always to Zoe Carruthers.

20/12/9.2 Speeding in Village

In August & September, the Speedwatch team carried out 12 sessions, each of one hour, at various sites in the village. In total they reported 90 vehicles, out of 1958, being driven in excess of 35mph.

20/12/9.3 2021 Census

Details need to be put up on noticeboards and website, clerk was requested to obtain Liaison managers names from Wiltshire Council.

Action: clerk

20/12/10 Update on Standing items

Updates were received from Councillors on items not covered elsewhere

20/12/10.1 Allotments & Paddock

New tenants are happy with the paddock. Pipe at gateway has been replaced. Trees have been inspected, both to be looked at again in 2 years' time.

20/12/10.2 Cemetery

20/12/10.3 Emergency Plan

20/12/10.4 Website

20/12/10.5 Footpaths & Rights of Way

20/12/10.6 Defibrillator

There was an issue with the Defibrillator cupboard being used for storage, the pub landlords have agreed to clear this.

Action: Cllr Minshell

20/12/10.7 Play Park

RoSPA report – all recommendations have been actioned, Sovereign will be fixing the Trim Trail bolts, as required to preserve the warranty.

20/12/10.8 Telephone Book Exchange

This is currently being checked very regularly and is very tidy. Residents are thanked for this.

20/12/11 Dates for Future Meetings

2021 – 5th January, 2nd March, 4th May (APM, APCM)