

LITTLE SOMERFORD PARISH COUNCIL

Parish Council Meeting Tuesday 2nd March 2021

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 Cllr J Fairbairn
In Attendance	R Nuttall (Clerk)	One member of the public	

Public Question Time

No questions had been received.

Reports from Unitary Councillor and Council Representatives

No Unitary Councillor or representative present. Little Somerford Parish Councillors will be contacting Cllr Sturgis for an update on a requested meeting with the planning officer for land next to Hitherfields.

- 21/03/1 The Chair welcomed Cllr Fairbairn to the Parish Council. The clerk has received Cllr Fairbairn's Declaration of Acceptance of Office.
- 21/03/2 Apologies for Absence received from Cllr Webb, Cllr Sturgis
- 21/03/3 No declarations of interest
- 21/03/4.1 The Minutes of the meeting of 5th January 2021 were approved and signed as a true record of the meeting.
Proposed: Cllr Minshell; Seconded: Cllr D Orchard
- 21/03/4.2 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. Item 20/10/10.5 was re-classified to Area Board Grant Application.
- 21/03/5.1 No new Planning Applications for consideration
- 21/03/5.2 The Parish Council **ratified** their **No Comment** with regards to 21/00273/FUL – Manor Cottage – single storey extension to replace existing single storey extension.

- 21/03/5.3 No applications had been determined by Wiltshire Council since the agenda was produced.
- 21/03/6.1 The Finance report was received, and the Parish Council **ratified and approved** payments of £48 and **noted** pre-authorised payments of £697.38. The income received was 0.15.
Proposed: Cllr Minshell; seconded Cllr J Frayling
- 21/03/6.2 Receipts & Payments to 22 February 2021 was **noted**. The year-to-date surplus is £1901. The bank balances stand at £17219.21 prior to any approved payments. The bank reconciliations for January and February were signed by the Chair.
- 21/03/6.3 The Councillors **ratified** their decision to promote the clerk to salary spine 8 with effect from January 1st 2021.
Proposed: Cllr Cameron; Seconded: Cllr D Orchard
- 21/03/6.4 The Councillors **agreed** to give a S137 donation of £100 to The Signpost Magazine and noted their thanks to the publishing team for all their work in 2020.
Proposed: Cllr D Orchard; seconded: Cllr Minshell **Action: Clerk**
- 21/03/6.5 The internal audit will be carried out on April 13 by Bridget Bowen.
- 21/03/7.1 Councillors **reviewed** the Code of Conduct and **re-adopted** it without any change, **authorising** the Chair to sign a clean copy.
Proposed: Cllr S Orchard; seconded: Cllr Minshell
- 21/03/7.2 Councillors **reviewed** the Standing Orders and **re-adopted** it without any change, **authorising** the Chair to sign a clean copy.
Proposed: Cllr Frayling; seconded: Cllr Minshell.
- 21/03/7.3 The website is considered compliant, having been reviewed for GDPR following Brexit.
- 21/03/7.4 The APCM AND APM dates were agreed for 11th May 7.30pm. The Councillors were unable to make any other plans for this meeting due to Covid19 rules.
- 21/03/8.1 The Councillors will be contacting local landowners to remind them of their responsibilities regarding drainage ditches. **Action: Clerk**
- Network Rail has contacted Wiltshire Council regarding drainage issues at both railway bridges.
- Potholes to be reported in Vale Leaze area **Action: Clerk**
- White lines need renewing at junction of The Hill and Clay Street and at junction opposite Millennium Green. **Action: Clerk**
- It was suggested that the Parish Council request a highways authority survey of the drainage in the village for integrity and understanding of water flow. **Action: Clerk**

- 21/03/8.2 Blocked drains at St Anne's, and opposite Church Farm have been actioned by Wiltshire Council. Outstanding issue at Yew Tree Cottage still to be cleared.
- 21/03/9.1 The Councillors **received** a report on the Wildlife Friendly Village Project. It was **agreed** to proceed with a proposed Orchard on the derelict allotment site, with trees being planted in a way to allow for future use as an allotment if required. It was agreed to accept the quote from Westlea of £972.50 for this project. It was noted that Westlea already hold the maintenance contract for the allotments, and that this quote is for additional works.
It was **agreed** to accept a quote of £195.36 for wildflower and grass seeds along the railings between the cemetery and allotments. This work will be done by Westlea as an extension of their current grounds maintenance contract.
It was **agreed** to accept a quote for £95.36 to sow wild flowers along the Cemetery wall. This quote is from Westlea and is part of the above project.

Proposed: Cllr Cameron; Seconded: Cllr S Orchard.

Action: Cllr Cameron

There will be a competition to ask local children to design a logo for the Wildlife Friendly Village project.

Action: Clerk
- 21/03/9.2 It was **agreed** to apply for a grant from the Malmesbury Area Board for renovating the raised walkway to Great Somerford. One quote has been obtained, a second is required.

Action: Cllrs Cameron & Minshell
- 21/03/9.3 The Councillors are formulating a response to the Wiltshire Local Plan Consultation, to be submitted by Tuesday 9th March. It was noted that the Government informs each Council of the number of new houses which must be built.
- 21/03/9.4 The Councillors considered a request received to provide a map of property names and locations for Little Somerford. It was **decided** to ask for feedback for this idea, via The Signpost.

Action: Clerk
- 21/03/9.5 It was thought that the dates set by Keep Britain Tidy – May 28-June 13 were too late, it was decided to hold the littler pick as soon as possible after April 12th, to be advertised on the Millennium Green.
The Parish Council are very appreciative of residents picking up litter on their daily walks.

Action: Cllr Cameron
- 21/03/9.6 Two Councillors had attended a Speeding Concerns meeting for the Malmesbury area. Speeding is a big problem in many villages, with 10% of all drivers found to exceed the speed limit. The Speedwatch team do an important job, as data collected helps inform new policy. Three new roles have been created – Police Road Safety officers, it is hoped this will enable the police to take a more pro-active role in tackling this speeding in rural communities.

- 21/03/10.1 The Covid19 Community Support Group is active, no help has been sought in the recent lockdown. The Parish Council would like to thank all volunteers.
- 21/03/10.2 The Census takes place this month, this is widely advertised on noticeboards, the PC website, and social media.
- 21/03/10.3 The Parish Council elections will be taking place on May 6th. All Councillors wishing to continue must complete a Nomination Form, if there are no more than 7 nominations received, an election will not be required.
- 21/03/11.1 A request for a shed on an allotment was **approved**. A replacement water trough has been donated for the allotments; the Parish Council will arrange for this to be installed. **Action: Cllr Cameron**
- 21/03/11.2 A request for a new plot on the left-hand side of the Cemetery path was **declined** as that area of the Cemetery is closed to new plots.
A request for a memorial in the Garden of Remembrance, plot 24 was **approved**.
- 21/03/11.3 Cllr Fairbairn **agreed** to review the Emergency plan and update where necessary, with assistance from Cllr Minshell.
- 21/03/11.4 No actions on Website
- 21/03/11.5 No actions of Footpaths and Rights of Way
- 21/03/11.6 The Defibrillator has been moved to a more prominent position and the Wi-Fi is checking in.
- 21/03/11.7 Repairs have been completed at the Play Park.
- 21/03/11.8 No actions for the Telephone Book Exchange
- 21/03/12 **Dates for Future Meetings**
2021 –11th May (APM, APCM), 1 June, 6 July, 7 September, 2 November