

LITTLE SOMERFORD PARISH COUNCIL

Parish Council Meeting Tuesday 6th September 2022 Little Somerford Village Hall

Minutes

Present Cllr P Cameron (Chair) Cllr D Matthews
Cllr D Orchard Cllr S Orchard
Cllr C Minshell

In Attendance R Nuttall (Clerk) Wilts Cllr Threlfall

Public Question Time

No questions received from the public

Reports from Unitary Councillor and Council Representatives

Malmesbury Area Board are recommending that villages 'resurrect' their community support groups to offer assistance during the winter. Parish Councils may want to run events such as community lunches or coffee morning, Health & Well Being Grants may be available for this. Cllr Threlfall was asked to supply a list of charities/organisations which the Parish Council can direct people to for assistance.

The Planning enforcement officer still has two properties in Little Somerford on his list.

- 22/09/1 **Apologies for Absence** Cllr Fairbairn
- 22/09/2 **Declarations of Interest** There were no new declarations of interest.
- 22/09/3.1 **Minutes and Matters Arising** the Minutes of the Parish Council meeting of 5th July 2022 were approved and signed as a true record of the meeting.
Proposed: Cllr Cameron; Seconded: Cllr D Orchard
- 22/09/3.2 It was agreed that all items shaded green on the Action Register were completed.
21/03/9.2 Other options for grants include Flood Wardens and Wiltshire Council
22/07/5.3 This work was not completed – clerk to contact Network Rail
All other items shaded amber are in progress.
- 22/09/4.1 **Planning Matters**
Planning Applications - No applications for consideration.

- 22/09/4.2 **Applications Determined by Wiltshire Council since the last meeting.**
 PL/2022/01318 Ropers Field, Little Somerford, demolition of farm buildings and construction of new store – REFUSE
 PL/2022/04414 Hill Cottage, Little Somerford, extension to bedroom 2 and shower room – APPROVE WITH CONDITIONS
- 22/09/4.3 **Applications determined since the issue of this Agenda.** None
- 22/09/5 **Finance & Audit**
- 22/09/5.1 **To approve Payments & Receipts**
 The Finance report was received, and the Parish Council ratified and approved payments of £1161.96 and £1.20 .
 Proposed: Cllr Minshell; seconded: Cllr Matthews
- 22/09/5.2 The Receipts and Payments to the end of August were noted and the bank reconciliation for July and August signed by the Chair.
 The current account stands at £12567, and the year-to-date surplus is £1700.
- 22/09/5.3 **Early Budget Considerations 2023/24**
 The Councillors were reminded to begin researching any costs and other information for any special projects for the next financial year. One of these may be self-closing gates on footpaths.
- 22/09/6 **Governance**
- 22/09/6.1 **Financial Regulations** were reviewed, agreed and signed with no changes.
 Proposed: Cllr D Orchard; seconded Cllr Minshell.
- 22/09/6.2 Cllr D Orchard has reviewed the contract and service provided for website hosting and all agreed that it was good value and an excellent service.
- 22/09/6.3 The **Cemetery Regulations** were reviewed, it was agreed to add
 The Parish Council reserves the right to remove any items as appropriate at the time.
 Proposed : Cllr Cameron; Seconded: Cllr D Orchard
- 22/09/6.4 **Paddock** - The Clerk confirmed that there had been no applicants to lease the paddock and that the current tenants will continue for another 12 months.
 Two trees located in the Paddock are diseased and need to be inspected by a specialist, it was requested that the clerk contact Silvawood – James Harper
Action: Clerk
- 22/09/6.5 **The Complaints Procedure** was agreed following a small amendment – 3.2 ...
 complaint against a councillor ... ~~will~~ *may* be referred to the Standards Committee of Wiltshire Council.
 Proposed: Cllr D Orchard; Seconded: Cllr Cameron

- 22/09/7.1 **Highways Matters**
The Parish Steward will be asked to check that Dauntsey Road Bridge drains are clear and to fill potholes in Meadow Lane. It was noted that due to continuous maintenance it was no longer necessary to have an annual review of road signs.
Action: Clerk
- 22/09/8.1 **Footpath Update**
Approval has been received from landowners for LSOM09, LSOM20, LSOM07, totalling 10 gates. Grants are now being sourced including Malmesbury LHFIG. It was noted that Stephen Leonard will need to complete a permissions form, prior to commencement of works.
Action: Cllr Minshell
- 22/09/8.2 **Allotment / Paddock fencing** This work is due to be completed by the end of September. As the original timeframe was June – August, the clerk was asked to check that the grant is still available.
Action: Clerk
- 22/09/8.3 **Positive Conduct Charter**
The Councillors were asked to consider adopting this. Details to be circulated to all. It was decided to obtain 3 further email addresses – chair@, vicechair@, councillor@.
Action: Clerk
- 22/09/8.4 **Items for next agenda – no further items requested at present.**
- 22/09/9 **Clerk's Correspondence**
Request for grant to Citizens Advice Bureau – the Parish Councillors decided to stick to their policy of giving to local, Somerfords charities only, particularly as their donation budget is small at £200; and decided not to give to CAB.
- 22/09/10.1 **Update on Standing items.**
Allotment and Paddock see 22/09/6.4. It was agreed to have a waiting list for allotments, and for priority to be given to Little Somerford households who currently do not have an allotment. Proposed: Cllr D Orchard, Seconded Cllr Matthews.
- 22/09/10.2 **Cemetery** The clerk updated the Councillors on burials and plot purchases since the last meeting.
- 22/09/10.3 **Emergency Plan** has been updated and will be circulated with copies available in public locations in Little Somerford.
- 22/09/10.4 **Website** no updates.
- 22/09/10.5 **Footpaths & Rights of Way** – see 22/09/8.1
- 22/09/10.6 **Defibrillator** – all working.
- 22/09/10.7 **Play Park** – RoSPA inspection due in September, it was decided to purchase 3 bags bark
- 22/09/10.8 **Telephone Book Exchange** – windows have been cleaned.

22/09/10.9 **Wildlife Friendly Village** – Grass is scheduled to be cut in mid-September, in preparation for wildflower seeds to be sown – 24th & 25th September.

22/09/11 **Dates for Future Meetings**
1st November,
2023 -10th January, 7th March, 9th May(APM, APCM), 6th June, 4th July, 5th September, 7th November