

LITTLE SOMERFORD PARISH COUNCIL

Parish Council Meeting Tuesday 7th March 2023 Little Somerford Village Hall

Minutes

Present

Cllr P Cameron (Chair)
Cllr D Orchard

Cllr S Orchard

In Attendance

R Nuttall (Clerk)

Wiltshire Cllr Threllfall

Public Question Time

No public questions.

Reports from Unitary Councillor and Council Representatives

Wiltshire Council are encouraging homeowners to recycle more and to be more diligent about what is put into recycling bins. This is being widely advertised by Wiltshire Council.

Potholes are still being filled, and the public are encouraged to keep reporting to Wiltshire Council.

Cllr Cameron asked why grass was being mown in Chippenham recently, when recent Wiltshire Council policy is to leave verges to be cut once per year unless there is a visibility issue. Answer – this is Chippenham Town Council, not Wiltshire Council.

23/03/1 **Apologies for Absence** – Cllr D Matthews, Cllr J Fairbairn.

23/03/2 **Declarations of Interest** There were no new declarations of interest.

23/03/3.1 **Minutes and Matters Arising** the Minutes of the Parish Council meeting of 10th January 2023 were approved and signed as a true record of the meeting.
Proposed: Cllr S Orchard; Seconded: Cllr Cameron

23/03/3.2 It was agreed that all items shaded green on the Action Register were completed and those coloured amber were in progress. Other items are on the agenda of this meeting.

23/03/4.1 **Planning Matters**
There were no planning applications to be considered.

23/03/4.2 **To ratify decisions made between meetings.**
PL/2023/00486 The Old Rectory – tree works – No Objection

- 23/03/4.3 Determined by Wiltshire Council – **PL/2022/07513** Yew Tree Farm, internal alterations new porch, new outbuildings, new garden wall – approved with conditions.
- 23/03/5 **Finance**
- 23/03/5.1 **To approve Payments & Receipts**
The Finance report was received, and the Parish Council ratified and approved payments of £1971.96 and £121.26; and noted receipts of £107.85.
Proposed: Cllr D Orchard; seconded Cllr S Orchard
- 23/03/5.2 The Receipts and Payments to the 28th February 2023 were noted and the bank reconciliation for January and February signed by the Chair.
The current account stands at £11941.22 and the year-to-date surplus is £1433
- 23/03/5.3 The Parish Council **agreed** to make a S137 donation of £200 to The Signpost Magazine
Proposed: Cllr Cameron; Seconded: Cllr D Orchard **Action: Clerk**
- 23/03/5.4 **The Annual Audit** will be conducted in mid-April, the clerk is in communication with the auditor and will arrange handover of records. **Action: Clerk**
- 23/03/5.5 The Parish Council approved the removal of resigned Councillor Minshell from the bank account Proposed: Cllr Cameron; Seconded: Cllr S Orchard **Action: Clerk**
- 23/03/5.6 The Councillors ratified the clerk's promotion to grade 10 and subsequent pay rise following the clerk's appraisal in January. From 1st February.
Proposed: Cllr D Orchard; Seconded: Cllr Cameron
- 23/03/5.7 **Cemetery Works** – 2 quotes were considered, and it was decided to award the work to Greenscape **Action: Clerk**
- 23/03/5.8 **To approve the budget for 2023/24 including Capital Project items.**
The Parish Council had before it the budget for 2023/24 The budgeted expenditure is £17077 and includes normal recurrent spend plus a Capital Project to install footpath gates and a Capital Project to install a Speed Indicator Device.
The Parish Council **approved** the final budget and financial forecast budget for 2023/24. Approving this budget does mean that the Council is approving a budget deficit for 2023/24.
Proposed: Cllr D Orchard; seconded: Cllr Cameron
- 23/03/6 **Governance**
- 23/03/6.1 **The Code of Conduct** was reviewed and **agreed** with addition of Positive Conduct Charter Proposed: Cllr Cameron; Seconded: Cllr S Orchard
- 23/03/6.2 **The Standing Orders** were reviewed and **agreed**.
Proposed: Cllr D Orchard; seconded: Cllr S Orchard
- 23/03/6.3 Website compliance is up to date.

- 23/03/6.4 9th May was set as the date of the APCM and APM. It was agreed to invite community groups to showcase their group activities. **Action: Clerk / All Cllrs**
- 23/3/6.5 The Council noted it can co-opt for the two vacancies and discussed the best way to recruit new Councillors including a leaflet drop, The Signpost Magazine, social media. **Action: All**
- 23/03/7.1 **Highways Matters**
The Parish Steward will be asked to clear the footpaths and drains along The Street, and replace gully covers on the Hill. **Action : Clerk**
- 23/03/8.1 **Litter Picks.**
It was agreed to arrange a Litter Pick for Sunday 23rd April meeting at 9am.

Despite insurance cover, robust risk assessment, equipment, road signs and the willingness of volunteers, Wiltshire Council do not support litter picking taking place in areas above 30mph. This unfortunately takes up a lot of our incoming and outgoing roads. Wiltshire Council state to report areas of litter problems on the My Wiltshire app. We would encourage residents to do this but our experience is that the case will be closed if there is not enough litter there. This suggests that our village will have to become like a "tip site" before Wiltshire Council will take any action. Who wants our village to get like this?
Please help us with this by reporting litter whenever you see it, and of course, collecting litter where it is safe to do so
- 23/03/8.2 The Annual Allotment meeting will be at the end of March or early April **Action : Clerk**
- 23/03/8.3 **Wildlife Friendly Village Survey**
The Parish Council will aim to carry out this survey at the Annual Parish Meeting, it is considering arranging a 'Bug Walk' on the Millennium Green. **Action : Cllr D Orchard, Cllr Cameron**
- 23/03/8.4 The Parish Council agreed to allow the Garden Club to hold a plant sale on the Millennium Green on 3rd June. **Action: Cllr Cameron**
- 23/03/9 Clerk's Correspondence – none
- 23/03/10.1 **Update on Standing items.**
Allotment and Paddock Water leak to be repaired **Action: Cllr Cameron**
- 23/03/10.6 **Defibrillator** is now working, and new pads have been purchased.
- 23/03/10.9 **Wildlife Friendly Village** The Parish Council would like to promote No Mow May and encourage residents in this initiative.
- 23/03/11 **Dates for Future Meetings**
2023 –9th May (APCM), 6th June, 4th July, 5th September, 7th November.