

POULSHOT PARISH COUNCIL
 PARISH COUNCIL MEETING 8th August 2017, 7:30 PM
 THE VILLAGE HALL, POULSHOT
MINUTES

Present Cllr. Geoff Collett (Chairman) [GC] Cllr. Steve Housby [SH] Cllr. Adrian Baber [AB] Cllr. Ben Hamilton (Vice Chairman) [BH] Cllr. Tim Jalland [TJ] Cllr. Sam Wright-Hurn [SW]

Apologies Cllr. Mike Wilson [MW]

Also Present Members of the Public; Elizbaeth Martin (Parish Clerk) [EM] Cllr. Jonathon Seed (Wilts. Cllr.) [JS] Karen Page - Support Counselor

Meeting Commenced At 7:33 PM

17/18/064	<p>To receive Apologies for absence.</p> <p>MW</p> <p>[*** Support Counsellor, Karen Page, was in attendance at the request of SWH]</p>	
17/18/065	<p>To receive declarations of interest</p> <p>None disclosed</p>	
17/18/066	<p>To accept the minutes of the previous meeting [V]</p> <p>Minutes Accepted [GC Proposed. SH Second. Agreed] Resolved that the minutes be accepted</p>	**
17/18/067	<p>To receive the Chairman Announcements</p> <p>In accordance to the July 2017 meeting Philip Coles has now been asked to take over the contract for the cutting of the Green. The first cut has been completed and feedback to PC has been given for any changes needed going forward. Contracts are in progress. Robyn Boyd has made contact with GC as the Chairman for the Council along with an email asking for approval to repair the track on the North side of the Green. The appropriate information has been provided to Mr Boyd outlining materials required and required standards.</p> <p>Action: EM Action: EMartin to contact and share the contract for Philip Coles with Cllr TJ.</p>	EM
17/18/068	<p>To receive the Police report</p> <p>The Community Officer Simon Partington has now been transferred to Trowbridge Towne Centre. The new contact for Poulshot is Alex Trombetta who is the community co-ordinator for Wiltshire Police. You may contact him at Allesandro.Trombetta@wiltshire.pnn.police.uk</p> <p>Cllr Jalland encouraged Poulshot residents to continue to be diligent in looking after one another. Wiltshire Police are busy and serve a large catchment area. One way of ensuring extra support is to help one another within our Community.</p> <p>Action: EM to post on the web page and provide information for the Poulshot Parish Magazine and email Alex directly</p>	EM
17/18/069	<p>To receive the Wiltshire Councillor's Report</p> <p>Cllr Seed acknowledged the concerns that Poulshot may have by not having a named Community Police Officer. Cllr Seed went on to explain that a year ago there was a reorganisation in the Police Service leaving Community Officers on duty only during the daytime. This has left obvious gaps with rural area coverage. Presently, there are some officers on duty overnight. This has helped the Community Officer Team begin to understand the local rural area better.</p> <p>August is a quiet month for the Wiltshire Council so not much more to report until the next meeting. Cllr Housby asked J Seed if there were any road planings available through Wiltshire Council. Cllr Seed directed Cllr Housby to speak with Paul Millard in highways department.</p>	

17/18/070	Public participation – for up to fifteen minutes, three minutes per person
17/18/071	<p>Planning matters – to receive those decisions notified and to consider applications received</p> <p>One new application was received for review.</p>
17/18/072	<p>Application 17/062205/FUL</p> <p>No Objections</p>
17/18/073	<p>To receive an update on the meeting from TJ and SWH - Parishioners complaint.</p> <p>There is no formal complaint to be heard. No further actions</p>
17/18/074	<p>Explanation of the roles assigned to individual councillors by chairman, and formal adoption of the policy (version 4) chart.</p> <p>There has been very little feedback and the current proposal appears over complicated, needing further refinement. Decision to hold over to next meeting.</p>
17/18/075	<p>Original Motion. Individual councillors within Poulshot Parish Council have been assigned responsibility for certain subjects. It is their role to investigate and report back to the council on those subjects. They will also act as the first point of call on that subject for members of the public.</p> <p>No vote taken [N/A Proposed. N/A Second.]</p>
17/18/076	<p>Original Motion. The roles and responsibilities are outlined in a chart current version 4.0, this will be published on the web pages and in the magazine. Changes to roles and responsibilities will be updated on the chart and re-published</p> <p>No vote taken [N/A Proposed. N/A Second.]</p>
17/18/077	<p>Discuss report from Cllr MW regarding the format of works schedule.</p> <p>Consideration of Statutory operators working on the Village green or Parish owned Lands.</p> <p>Decision on this matter to be held over to next meeting pending more information and discussion.</p>
17/18/078	<p>Original Motion. The Council should write to all the utilities including a map and pointing out that they need permission in the form of a Wayleave to do anything, and they need permission put vehicles on the green. They should always give us notice and a specific date.</p> <p>No vote taken [N/A Proposed. N/A Second.]</p>
17/18/079	<p>Original Motion. To adopt two written policies regarding Parish Land. Where maintenance of existing equipment is concerned.</p> <ol style="list-style-type: none"> 1. The Parish Clerk should notify the council and liaise with the responsible councillor. 2. The Parish Clerk will issue Wayleaves and approvals where required. <p>No vote taken [N/A Proposed. N/A Second.]</p>

17/18/080 Original Motion. Where possible all utility services should be asked to review their installations and be encouraged to reduce the visual impact of any infrastructure.

No vote taken
[N/A Proposed. N/A Second.]

17/18/078 To receive an update on prior Actions by the Council

Clearance of ditch near wildflower garden has been partially completed by the Parish Steward. Further agreement with WCC on use of heavy equipment to complete pending. Concerns were raised regarding Giant Hogweed in the area around the Green.

17/18/079 To receive the resignation of the Parish Clerk

The resignation was rejected and the Clerk was asked to setup a forum for further discussions on how to move forward

17/18/080 To consider correspondence and circulars received

None

17/18/081 To review disbursements made since the last meeting and to sign those presented at the meeting

Cheques Written
000584. Mark Goddard & Sons Landscaping (Green Maintenance) £456.00 (Against PO 17005)
000585. Charlton Baker (Payroll Accounting) £139.40
000586. Humberts (Higher Green Farm Evaluation) £917.40
000587. JS Weeks & Co Internal Annual Return Audit £144.00
000588. Philip Ireson – Fitting of Dan Babers Memorial Bench £395.00
000589. HMRC – PAYE Quarterly £1.40

17/18/082 To review and accept the continued investment account for a portion of the Community Fund money for another 12 months

The council agreed to continue the investment as-is

Action: EM to notify bankers

17/18/083 To Discuss Items of maintenance

None

17/18/084 To Agree Key messages

None

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EM