

POULSHOT PARISH COUNCIL

MINUTES OF FULL COUNCIL MEETING HELD IN THE VILLAGE HALL TUESDAY 10TH JANUARY 2023 AT 7.30 PM

PRESENT: Cllr Mike Davis (Chairman)
Cllr Liz Bissett (Vice Chairman)
Cllr Dan Scott (RFO)
Cllr Claire Church
Cllr Tim Hues
Cllr Nina Jeffries
Wiltshire Cllr Tamara Reay

OFFICER: Jeannette Young (Clerk)

PUBLIC PARTICIPATION: 10 members of the public were in attendance.

There were several questions raised: -

1. Was there to be a celebration of the Coronation in May like the Jubilee in 2022 and would it be community funded?

Answer: - Yes there will be funding available for the Coronation. Cllr Jefferies offered to be the main contact if residents and community groups wanted to get together again to discuss and help organise the day (6th May). Cllr Jefferies email address is nina.jeffries.ppc@gmail.com. It was also requested that the Coronation be placed on the next agenda as an item for discussion.

2. Wessex Water have been running a silent pump for several weeks now. Could someone contact Wessex Water to see what their long-term plan is? This pump is not silent, waking residents at night and is a complete eyesore.

Answer:- Request made of the Parish Clerk to contact Wessex Water on behalf of the Council.

3. Item 14 on the agenda, why has an exception has been granted to a resident for access across the amenity land?

Answer:- This will be discussed later on during the meeting.

Cllr Bissett also reminded members of the public present that any items for inclusion on the agenda needed to be provided at least 4 working days before the

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meeting to allow insertion and publication of the agenda within the legal timescale.

91/23 Apologies

Apologies were received from, Cllr Caroline Nichols

92/23 Declarations of Interest

Cllrs Bissett, Church, Davis and Hues declared an interest in agenda item 12, Cricket club grant allocation, with Cllr Scott declaring he is the assistant treasurer of the club so although would speak he would not be voting on the item.

93/23 Minutes

It was proposed by Cllr Bissett, seconded by Cllr Davis and

Unanimously Resolved to confirm the minutes of the Extraordinary Full Council meeting held on the 29th of November 2022 as a true record. These minutes were duly signed by the Chairman.

94/23 Chairman's Announcements

The Chairman made the following announcements:

- Confirmation that complaints received by residents regarding breaches in planning authorisation have been forwarded to Wiltshire Council Planning Enforcement team, and a response from Steven Jenkins Planning Enforcement Officer had been received. It would be appreciated if any further complaints and evidence could be emailed to Steven at steven.jenkins@wiltshire.gov.uk
- Village Trust update was read out and confirmation of permission to cut the Green Garden hedges internally in February/March was provided.
- Parish Steward dates due 30th January 27th February and 27th March.
- Wiltshire Council has as part of its budget planning process identified the cost of administering full town, City, and parish council elections as something it will seek to recover from May 2025.
They calculate the costs per council/ council ward for an **uncontested election**, using the actual number of uncontested elections in 2021, is between £200 and £1100.
For **contested elections** they calculate the costs per council/ council ward, using the actual number of elections contested in 2021 and the 1 December 2022 electorate figures, to be around £1.70 per elector.

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95/23 Police Report

There were no police in attendance however a report had been received and was noted. Members were advised to contact the 101 service with details of any break-ins or crimes committed.

96/23 Update from Wiltshire Councillor Tamara Reay

- Wiltshire Council are asking Parish Stewards to temporary fill all identified potholes, members of the public are being encouraged to report potholes found through the MyWiltsApp. This App has recently been updated to provide feedback to any issues reported.
- It was stated that all residents should be receiving a £200 credit on their energy suppliers accounts.
- It was confirmed that Wiltshire Council would be charging for elections and that other principal authorities already charge. An explanation of uncontested and contested elections was provided. An uncontested election is an election in which the number of candidates is the same or less than the number of places available for election, so that all candidates are guaranteed to be elected. If there are more candidates than places available for election this, then becomes a contested election.
- Clarification on Funding of the LHFIG by the Highway Budget was given and Cllr Church was advised that she could request 75% towards funding of the white gates.

97/23 Planning Applications:

It was proposed by Cllr Scott, seconded by Cllr Hues and **Unanimously Resolved** to make the following comment, Members had no objections to an annex being built; however, they would like extra consideration given to the proposed position of it on the very large plot. This request is due to the bearing the annex will have on the surrounding homes, its closeness to boundaries and possible light pollution.

Application	Comments
Application Ref PL/2022/09000 - Full Planning Permission Address: 62 THE GREEN, POULSHOT, DEVIZES, SN10 1RT Proposal: Removal of one bay of stable block. Erection of single storey annexe. Respond By 23-12-2022	Members had no objections to an annex being built; however, they would like extra consideration given to the proposed position of it on the very large plot. This request is due to the

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Application Link: https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000019ACZ7	bearing the annex will have on the surrounding homes, its closeness to boundaries and possible light pollution.
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98/23 Naming Suggestion for Higher Green Farm Development

Following consideration and discussion of the numerous, submitted, and suggested names for the new development. The name of John Aubrey was judged the most favoured.

“John Aubrey (1626–97) described Poulshot as a ‘wett dirty place’ and the inhabitants of the parish as ‘appearing in the spring time of primrose complexion’. This peculiarity he attributed to the various springs in the parish which, he said, ‘taste brackish’. These springs, according to Aubrey, were renowned for their medicinal value and on this account were frequently visited by the inhabitants of Devizes.”

It was ultimately proposed by Cllr Davis, seconded by Cllr Church and **Unanimously Resolved** to suggest the name of ‘Aubreys Yard’ to Ashford Homes for the name of their new development of 9 residential homes at Higher Green Farm, opposite the Raven Pub.

99/23 Townsend Farm Development Summary of Traffic Speeds

The summary of traffic speeds was noted with the following comment made, that it may help Cllr Church in her next Wiltshire Council LHFIFG meeting when discussing the request for white gates at the entrances to the village.

100/23 Working Group Minutes and Recommendations

The Finance and Audit working group minutes from 8th December 2022 were noted. After concerns raised by a member of the public, who was concerned the fund would be used for mundane costs and ‘not wishing to sell the family silver’. There followed an explanation from Cllr Scott on the difference between funds categorised as Capital or Revenue Reserve and by recategorizing the Community Fund it could still be used for a wider ‘long-term benefit of the village’ and its community. There was confirmation that the Community Fund will continue to be kept separate from other funds and reserves and that any spending from it would need to be authorised by Full Council. It was also explained that after extensive searching, no caveats,

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stipulations, or conditions in relation to the fund and its classification had been found. It was also clarified that the new Terms of Reference and Grant Application documents have been created to show scrutiny and due diligence.

It was therefore proposed by Cllr Jefferies, seconded by Cllr Hues and **Unanimously Resolved** to approve and adopt the following documents: -

- a) The new Community Fund Terms of Reference.
- b) The new, Grant and Donations Policy.
- c) The new Grant and Donations Application Form
- d) The new Grant Application Scoring Sheet and that the Finance and Audit working group members to be responsible for scoring all applications.

101/23 Defibrillators

After being advised the three defibrillator schemes in the village are due for renewal in February 2023. There was a brief discussion on whether the three defibrillators could be reduced to two. This was deemed to be an unwise step.

It was therefore, proposed, by Cllr Jefferies, seconded by Cllr Bissett and **Unanimously Agreed** to renew the scheme for three defibrillators at a cost of £3800 and for Cllr Church to proceed with ordering a new casing and installation for the defibrillator at Raven, once quotes had been received.

102/23 Community Fund Grant Request

This request was deferred from the meeting of 15 November 2022 to allow for further investigation. Having reassessed the application it was felt that approval of the grant could not be given due to the request for maintenance and servicing not being appropriate for funding.

It was therefore proposed by Cllr Jefferies, seconded by Cllr Church and **Agreed** to refuse the Grant Application from Poulshot Cricket Club for servicing and maintenance of their artificial playing strip, due to it not being an appropriate use of funds.

103/23 Request for Permission to use the Village Green

The request from The Lackham Vintage Society was considered, with agreement that it was a successful yearly event for the village. The Annual

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Vintage Gathering has become increasingly popular with residents and car enthusiasts from across the county. It was noted that all proceeds from this event would be donated to The Freewheelers EVS (blood bikes).

Therefore, it was proposed by Cllr Hues, seconded by Cllr Bissett and **Unanimously Agreed** to give permission to The Lackham Vintage Society to hold their Annual Vintage Gathering on the Village Green on the evening of Wednesday 14th June 2023 from approximately 6.00pm to 10.00pm, with the condition of pre-receipt of their health and safety risk assessment.

After agreement, it was requested that the details be passed to the Poulshot Newsletter team for promotion

104/23 Unauthorised Access to Amenity Land

Following an explanation from the Chair on the apology and explanation received from the resident who had the unauthorised access point created. It was Agreed to confirm that the resident could continue to use the access for a limited amount of time.

It was therefore proposed by Cllr Jefferies seconded by Cllr Hues and **Unanimously Agreed** to allow temporary access for the resident and their horses until the 31st March 2023.

It was further discussed that thought should be given to the future use of the land. This could be tied into future plans for the village, hence a suggestion for the appropriate working group to meet to discuss how this could be achieved.

105/23 Domain of Current Website

It was proposed by Cllr Bissett, seconded by Cllr Church and **Unanimously Agreed** to keep the domain of Poulshot.org.uk indefinitely and to pay the annual cost of £10.79.

106/23 Finance Report and Bank Balances

Councillors received and noted the following 7th January 2023 spreadsheet showing Bank balances of Parish Account £11,691.36 and Community Fund £122663.29, collectively standing at £134,354.65. Payments totalling £3,762.23 were also listed.

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107/23 Financial Expenditure

The RFO listed payments that required authorisation and it was agreed these would be signed by members of the Audit and Finance working group at the end of the meeting.

108/23 Budget and Precept requirement for Financial Year 2023-24

The proposed budget was presented, and the precept setting explained along with the need to increase healthy reserves to return to where the Council should be.

It was proposed by Cllr Bissett, seconded by Cllr Jefferies and **Unanimously Resolved** to approve the 2023-2024 Budget this included an increase on the Band D cost of £84.51 to £88.08 and a Precept requirement of £14,100.00

109/23 Internal Auditor

A verbal update was given on quotes received from three Auditing companies. The quotes ranged from £350 to £360 plus VAT for auditing the Councils accounts and the AGAR in May. It was explained that one of the companies wasn't local, but they were specialist in supporting town and parish councils. It was suggested that if the chosen company proved dependable that they should be retained for a number of years.

It was proposed by Cllr Scott, seconded by Cllr Bissett and **Unanimously Resolved** to delegate authority to the Parish Clerk to commission the preferred Audit company for a year at a cost not to exceed £360 +VAT

110/23 Community Fund

After stating that the Chair had not had chance to read the details in the Terms of Reference for the Community Fund,

It was proposed by Cllr Davis, seconded by Cllr Jefferies and **Agreed** to defer the recommendation that the fund is re-categorised from its initial Capital category to a General Reserve until the next meeting on the 7th March 2023.

111/23 Payment of VAT only Invoice

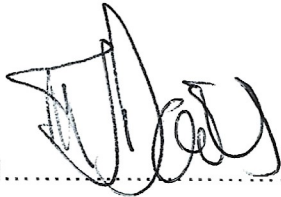
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It was clarified that Poulshot Parish Council can make payment of this VAT only invoice, process in the normal way and request reimbursement from HMRC via reclaim form 126 .

It was proposed by Cllr Davis, seconded by Cllr Scott and **Unanimously Resolved** to pay the VAT invoice and reclaim reimbursement from HMRC during the normal process completed at the end of the financial year.

Meeting ended at 21:34

Signed.....



Date.....

