

# POULSHOT PARISH COUNCIL

## DRAFT MINUTES OF FULL COUNCIL MEETING HELD IN THE VILLAGE HALL TUESDAY 7<sup>TH</sup> MARCH 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  
Wiltshire Cllr Tamara Reay (arrived at 20:33)

**OFFICER:**

Jeannette Young (Clerk)

**PUBLIC PARTICIPATION:** 15 members of the public were in attendance and 2 representatives from the police.

There were several questions raised: -

- Concerns about overflowing sewage coming out of manhole covers and flooding into gardens also some residents not being able to use toilet facilities  
If the Council could approach Wessex Water to make them further aware of the situation and request an update on the email received on the 24<sup>th</sup> January 2023 in which it was stated Wessex Water 'may do a detailed appraisal and investment in the sewerage system or further operational interventions like the pump, or a combination of both'.
- Concerns about the Community Fund and the possibility that it could be frittered away on yearly expenses, and not be available if needed to support assets in the village.

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**112/23      Apologies**

Apologies were received from, Cllr Caroline Nichols and Cllr Nina Jeffries

**113/23      Declarations of Interest**

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Cllrs Church, Bissett and Hues declared an interest in agenda items 9.2 with Cllr Hues declaring that he had a business interest with the landlord so would not be voting. Cllr Scott declared an interest in agenda item 16 and 23 and would not be voting.

### **114/23 Police Report**

It was proposed Cllr Hues and seconded by Cllr Davies and UNANIMOUSLY RESOLVED that this item be moved from agenda item 5 to agenda item 3. This was to enable the police representatives Richard Marchese and Jennifer Miller, to report on crimes and illegal activity in the Village and allowing them to leave early to resume their duties. Both were welcomed and thanked for their attendance, with the Chair making comment, that he understood lack of resources had prevented them attending any previous meetings.

PC Miller then went on to explained, there had been a spate of burglaries in the area, 6 relating to Poulshot village, they had recovered a stolen van in relation to these burglaries which led to individuals being arrested. There was a question asked about where the police were still monitoring Poulshot. It was confirmed visits and drive throughs are still carried out by the police in their 'sneaky beaky' cars.

Sgt James Twyford was thanked for the attached reports which were noted.

### **115/23 Minutes**

There was discussion on item 101/23. And a request to add; as previously noted at the meeting of 7<sup>th</sup> July 2020 minute reference 20/21/43 "*The clerk reported he had a reply back from SW Ambulance Service who stated that today's price for replacement would be £3800 (plus VAT). Cllr Gillies stated that there was £3600 set aside in the Community Fund*". This was noted in these minutes before this current term of office; however, it was believed for clarity for the Auditor there should perhaps be a link showing where the funding for the defibrillators is to come from.

It was proposed by Cllr Bissett, seconded by Cllr Church UNANIMOUSLY RESOLVED to confirm the minutes of the Full Council meeting held on the 10th of January 2023 as a true record. These minutes were duly signed by the Chairman.

### **116/23 Chairman's Announcements**

- **Defibrillators**

The Chair requested the funding of defibrillators be investigated, as there seemed to be some confusion over how many Poulshot Parish Council had funded and whether British Hearts charity grant funding could be applied for one of the three defibrillators.

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- **Invitation to Plant Oak Tree**

Poulshot Village Trust Trustees and Members invited Poulshot Parish Councillors to join them in planting the first native oak tree to be planted on The Green adjacent to Hay Lane, close to the woodlands at 10 am on 18 March 2023.

- **Wessex Water**

Update regarding flooding on The Green and pump disturbance. The email received on the 24 January 2023 from Wessex Water was read out.

*“Thank you for your email of 18 January. I am very sorry to hear about the flooding on The Green in Poulshot and for the disturbance caused by our pump.*

*The attenuation sewer was installed to reduce the risk of flooding to 39 – 53, The Green. Unfortunately, the sewer becomes full during periods of extreme prolonged wet weather, like during the last few months. To alleviate the flooding to these properties, we have installed the pump which intermittently empties the attenuation sewer. As long as we do not have any more significant rainfall this winter, we would not expect it to operate further. However, we would like to leave it in place just in case it is needed again.*

*Our sewerage planning team will undertake further detailed investigations to understand and establish the underlying cause of the flooding. The detailed investigation will cover The Green and Poulshot Road and will take between 6-12 months to complete. Following this, our next steps may be a detailed appraisal and investment in the sewerage system or further operational interventions like the pump, or a combination of both.*

There followed a request to contact Wessex Water for an update on progress to allow for reporting at future meetings.

- **Fibre Broadband**

This announcement was held until the arrival of Cllr Tamara Rae. Request from resident regarding receiving an update from Cllr Tamara Rae to find out what Wiltshire Council are doing about fibre broadband in the north of the village. The resident believes there should be government money to complete the project in the village.

- **Planning Enforcement Update.**

An email from the planning enforcement officer has been sent to the owner informing them of evidence of a breach of condition taking place, and that to rectify the situation to submit an application for the retention of the new structure sited on the land. Also, if they want to carry on giving lessons, be it paid or unpaid, then they should submit an application to vary the original condition for consideration. A certain amount of extra time has been given in which to get these applications

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in, as failure to do so will result in further enforcement action being considered by way of serving a Breach of Condition Notice to which there is no right of appeal.

- **Parish General Meeting 2<sup>nd</sup> May 2023**

The Chair advised those present that this meeting is not a Council meeting, but a meeting for registered electors who reside in the of Parish of Poulshot. This meeting gives an opportunity for the Parish Council and community group leaders to explain their activities over the last year. He confirmed invitations to groups offering the opportunity to submit updates or reports would be sent out over the next month.

### **117/23 Update from Wiltshire Councillor Tamar Reay**

The update from Wiltshire Councillor Tamara Reay, was postponed until her arrival later in the evening.

### **118/23 Planning Applications**

Councillors noted the advanced notification from Planning on the retrospective planning application PL/2023/01368. The application is incomplete and therefore not currently available on the Planning portal.

### **119/23 Working Group Terms of Reference**

The amended working group terms of reference were discussed and proposed by the Chair, Cllr Davis, seconded by Cllr Bissett and UNANIMOUSLY AGREED to approve the additional text under point 15. Townsend Farm Development (TFD) being: -

*This is another, significant and involved proposed planning development that could have wider issues that have an impact on the village and its community.*

*This bespoke Working Group will be the Parish Council's representatives.*

- Liaise with the developers on the momentum of the project.*
- Document any updates and discussions.*
- Feedback to the residents of the Village via Council meetings on any progress*

And to insert a sub para; i) Townsend Farm Development (TFD)

### **123/23 Working Groups Minutes and Recommendations**

#### **a) Communication and Village Maintenance Joint Working Group**

The draft notes from the Communication and Village Maintenance joint working group meeting of the 31<sup>st</sup> of January 2023 were noted and the

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recommendation from this group was discussed, considered, and proposed by the Chair-Cllr Davis, seconded by Cllr Bissett and UNANIMOUSLY RESOLVED to consult (via an online survey) with residents in the village on future improvements and facilities. The survey to contain five possible categories and suggestions to cover cycle path, bus shelter, more allotments, footpaths, village orchard etc. With a box at the end of the survey asking for any other suggestions. Hard copies should be made available for any resident of Poulshot who cannot access the online survey. These hard copies will be held at Cllr Bissett's house and The Raven Pub. The Survey should also be advertised in the Village Newsletter.

All agreed it would be good to have an update on responses received at the next meeting, it is hoped this data will provide an indication on to how long to continue to run the survey.

### **b) Planning working group**

The draft notes from the Planning working group meeting of the 27<sup>th</sup> of February 2023 with Gaigers of Devezes were noted and the recommendation explained and discussed.

After clarification it was proposed by Cllr Scott and seconded by the Chair, Cllr Davis and RESOLVED to place information (on receipt from Gaigers) on the adjusted design and links on to Poulshot Parish Council website with a request that any comments on the proposals be emailed to Councillors, also to consider the updated information at the May 2023 Full Council meeting (subject to receipt of information and advertising to the community as outlined above) and thereafter to provide a written response to Gaigers.

### **124/23 Community Group Updates**

The Poulshot Village Trust's update was noted, and Chris thanked for his hard work in the Village.

All agreed the request to place 3 to 4 bat boxes on the trees in the Green Gardens would be beneficial to the area and wildlife, therefore it was proposed by the Chair, Cllr Davis, seconded by Cllr Bissett and UNANIMOUSLY APPROVED to give permission to place up to 4 bat boxes on trees in the Green Gardens.

### **125/23 Request from Poulshot Cricket Club**

Permission was requested to allow parking on the southern end of The Green for players and spectators for the coming cricket season. Councillors discussed the need for a Health and Safety Risk Assessment and sight of the essential insurance, also if signs stating parking at owners risk should be displayed. Consequently, it was proposed by the Chair, Cllr Davis and seconded by Cllr Bissett and UNANIMOUSLY RESOLVED to agree to the

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use by the Cricket Club of the southern end of The Green for parking during the cricket season, on the condition of provision of a Health and Safety Risk Assessment, Public Liability Insurance Policy and the displaying of signs on parking days, stating 'parking is at owners own risk '.

### **126/23 Best Kept Village Invitation**

The invitation was discussed with concerns that the Parish Council did not have the resources to enter and that the Village Trust was already very proactive with a full diary of events, therefore it was agreed to respond with a polite thank you for the offer, but to decline for this year.

### **127/23 Wiltshire Councillor Tamara Reay update**

Wiltshire Councillor Tamara Reay, arrived at 20:33, therefore it was proposed by the Chairman, Cllr Davis and seconded by Cllr Bissett and unanimously agreed to move the postponed agenda item 6 to this part of the meeting. The Chair posed a question from his announcements regarding fibre broadband to the village to Cllr Reay and received the following response. Cllr Reay believed the fibre cabinets in already in existence in the village had copper wires to homes similar to other rural areas in Wiltshire. Wiltshire Council does have some funding from Gigabits to help install true fibre to rural homes and she believed the village of Seend is getting the Gigabits stuff. It is expected that some commercial entities will be expected to provide fibre to rural homes. There was some confusion about who was on (copper) fibre in the village. Cllr Reay stated that she would go back to Wiltshire Council and ask for more information on the subject and feedback at a later date.

Cllr Reay then updated the meeting on the following from Wiltshire Council: -

- Wiltshire Council have passed a balanced budget of 456 m.
- Council tax to raise by 2.99%, with a further 2% levy for the statutory service of adult social care and children's services.
- Big drive on recycling, there are approximately 200,000 collections per week with 700 bins having the wrong waste put in them such as nappies and plastic film. If you find an amber or red tag on your bin it means there was stuff that should not be in there. The question was asked; what are Wiltshire Council doing to help the public recycle the plastic film from packaging? Cllr Reay replied stating she didn't know but would certainly go back to Wiltshire Council and ask.
- Following a question on food waste, it was explained food waste was not collected due to it being not economically viable, however hot Johana compost bins could be purchased at a subsidised price via Wiltshire Council's website.
- Richard Clewer the Leader of Wiltshire Council is holding a ask the leader event in Devizes library on Tuesday the 28<sup>th</sup> of March 2023 from 6.pm to 7.pm.

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- Area board focus is on sustainable travel, and they are holding a workshop on the 1<sup>st</sup> of April in Devizes to consider EV charging points, walking, cycling etc.

### **128/23      The Great British Spring Clean**

Litter in the village was spoke about and it was agreed that there were pockets of litter around, therefore it would helpful if everyone on their walks around the village could pick it up and dispose of it correctly. If this was carried out there would be no reason to take part in the Great British Spring Clean. Previously the Village Trust had organised this event, but it was believed this was not necessary for 2023. It was suggested that villagers are encouraged to pick litter up and a reminder should be place in the newsletter.

### **129/23      Right to Bid for Assets of Community Value**

It was explained that Wiltshire Council are implementing a new Right to Bid this means communities can ask the council to list certain assets as being of value to the community. If an asset is listed and then comes up for sale, the new right will give communities that want it six months to put together a bid to buy it. This gives communities an increased chance to save much loved shops, pubs, or other local facilities. After consideration of assets in the village it was proposed by the Chair, Cllr Davis, seconded by Cllr Scott and **UNANIMOUSLY RESOLVED** to place the Village Hall and Village Pub on to the value to the community asset list, held by Wiltshire Council.

### **130/23      Village Maintenance Quotes**

Consideration was given to the 3 quotes received, to cut the Village Green for the year 2023. Company A was the preferred choice, therefore it was proposed by the Chair, Cllr Davis, seconded by Cllr Bissett and unanimously resolve to go with Company A (Idverde) for 14 cuts per year of the village green at a cost of £1680 pls VAT, and for the Chair to sign the agreement.

### **131/23      Wayleave Request**

It was proposed by Cllr Hues and seconded by the Chair, Cllr Davis and **UNANIMOUSLY RESOLVED** to remove agenda item16, Way Leave Request, from the public agenda and place into the confidential session, and for it to be read and considered in conjunction with agenda item 23.

### **132/23      Finance Report and Bank Balances.**

Councillors received and noted the following 3<sup>rd</sup> of March spreadsheet showing Bank balances of Parish Account £11,295.94 and Community Fund £122,700.94, collectively standing at £133,996.88. Payments totalling £1,178.84 were also listed.

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### **133/23 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.

### **134/23 Internal Auditor**

Confirmation was noted of the appointment of Mulberry and Co as Poulshot Parish Councils internal auditors for the financial year 22/23.

### **135/23 Community Fund**

This item being deferred from the previous Council Meeting on the 10<sup>th</sup> January 2023, was discussed and confirmed there were no caveats found applied to the donation of funds received from the solar farm. It was also confirmed that the Community Fund had its own Terms of Reference which protected and dictated what the funds could be used for.

Therefore, it was proposed by the Chair, Cllr Davis, seconded by Cllr Bissett and UNANIMOUSLY RESOLVED that due to no caveats found applied to say otherwise, that the original donation from the solar farm, that is called the Community Fund be re-categorised from being a Capital Reserve to a General Reserve.

### **136/23 Date of Next Meeting**

Members note the date of the next meeting being the Annual General Meeting 9<sup>th</sup> May 2023

### **137/23 Confidential Session**

It was proposed by the Chair, Cllr Davis, seconded by Cllr Bissett and UNANIMOUSLY RESOLVED to go into a Confidential Session.

The Chair, Cllr Davis requested members of the public to leave the meeting.

### **138/23 Amenity Land Fencing and Storage**

The Wayleave request from the public agenda was discussed along with the Fencing and Storage request and it was proposed by Cllr Hues and seconded by the Chair, Cllr Davis and UNANIMOUSLY RESOLVED to defer this item to a later meeting.

### **139/23 Village Hall Playground**

This item was discussed, and historic minutes and correspondence considered, before the proposal from the Chair, Cllr Davis, seconded by Cllr



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Bissett and UNANIMOUSLY RESOLVED to ask the Clerk to inform the Village Hall Committee of their decision.

Meeting ended at 21:42

Signed..... Date.....

DRAFT