

POULSHOT PARISH COUNCIL
 PARISH COUNCIL MEETING 9th January 2018, 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

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

Meeting Commenced At 7:32 PM

17/18/136	<p>To receive Apologies for absence.</p> <p>None Received</p> <p>[Maggie Ledbury, local PCSO was unable to attend and sent apologies]</p>	
17/18/137	<p>To receive declarations of interest</p> <p>AB for item 12b (Cooks Orchard Planning)</p>	
17/18/138	<p>To accept the minutes of the previous meeting [V]</p> <p>Minutes Accepted [TJ Proposed. SWH Second. Agreed] Resolved To accept the minutes as written</p>	**
17/18/139	<p>To receive the Chairman Announcements</p> <p>The Council would like to send condolences to the family of Doris Lane who recently passed away at age 96. Doris lived many years in the Village and will be missed. The recent re-surfacing of a Parish Council track by a resident was briefly mentioned (this was dealt with in Items Of Maintenance, see below)</p>	
17/18/140	<p>To receive the Police report</p> <p>Nothing to report for Poulshot</p>	
17/18/141	<p>To receive the Wiltshire Councillor's Report</p> <p>This is the time for budget setting across the Council. It is highly likely that Wiltshire will be increasing taxes. Higher police precepts are planned and will be spent on man-power around villages. There will be a social service levy of 5.99%. The budget will be agreed and set at the meeting on 20 February 2018. The Area Board will be reviewing the application for the pathway and gates the MAB. The Area Board meeting is due to be held on 11 February 2018.</p> <p>An additional query was put to Cllr Seend regarding what options may be available to Poulshot Council to address the state of the pavement area down by the church. Currently the pavement is in poor repair and the Parish steward has said that much further maintenance will only further damage the surface. Cllr Seend suggested that the Council (SH) get in contact with Paul Millard and see if there is anything that could be done. Cllr Seend also suggested that Poulshot put forward an application to the Area Board for future financial consideration; this would allow the application to be placed on a waiting list along with the costings for the work.</p> <p>Action: SH to make contact with the above areas for a plan forward, and update at next meeting.</p>	SH

17/18/142	<p>Update on Higher Green Farm</p> <p>The Formal Consultation has now been completed. There were only three comments put forward. The comments came from the Common Reg Authority from Wiltshire Council, Historic England and Open Spaces. There is nothing further to report until the Secretary of State corresponds accordingly. Updates will be made available at the February meeting, if applicable</p>	
17/18/143	<p>To receive an update regarding the “Casual Vacancy” on the Parish Council.</p> <p>Poulshot will be going to election. There are three residents that have put forward interest in running for election. The election will be held on the 1st of February 2018. The polling station will be at the Village Hall, Poulshot.</p>	
17/18/144	<p>Public participation – for up to fifteen minutes, three minutes per person</p> <p>Tim and Mike Hughes addressed the Council regarding the HGF project in relation to the planned access area from Sillington Lane to the proposed recreation field. It is thought by the Hughes solicitor that this access is not permitted by law without written permissions from the land owners either side of the track/bridal way and that if the plan continues as it is, the Council will be in breach. The Council has said that there is documented evidence to show this is not the case but is happy to meet informally and look at any evidence/documentation held by the Hughes family.</p> <p>Action: EM to secure a date for the GC, BH and EM to meet with TH and MH.</p>	EM
17/18/145	<p>To receive an update on the Arborist report and future tree work in Poulshot. (Village Green and Green Gardens).</p> <p>The Arborist reports for both the Village Green and Green Gardens are now complete. The Village Council is now seeking the required three quotes for any tree surgeon work required. Planning permission will be sought with Wiltshire Council. The work will be aligned with the budget. Both Arborist reports will be placed on the Poulshot Parish Website once a formal works plan is agreed.</p>	
17/18/146	<p>To discuss and agree the setting up a Poulshot Village Working Group, made up of the numerous interest groups in order to work together to enable the village to prosper through sustainment and enjoyment. [V]</p> <p>TJ asked the Council to support the idea of putting together a Village working group to help collectively complete tasks around the Village. The idea of organising a separate group from the existing ones and the Council was questioned as being necessary. It is also believed this may prove to be a difficult task in acquiring help. TJ accepts this may take time and will start with appropriate canvassing of all interested groups to gain village focus and views. [BH Proposed. SH Second. Agreed]</p> <p>Resolved that TJ continue in setting up a Poulshot Village Working Group, made up of the numerous interest groups in order to work together to enable the village to prosper through sustainment and enjoyment.</p>	**
17/18/147	<p>Planning matters – to receive those decisions notified and to consider applications received</p> <p>a. Application – 17/10184/FUL (Proposed Extension to approved log cabin, including all other associated works.) – Approved with Conditions b. Application - 17/10778/FUL (Cooks Orchard, Demolition of outbuilding and new build annexe upon footprint of outbuilding. – Decision delayed, Council awaits further information from Wiltshire Planning.</p>	
17/18/148	<p>To review, discuss and agree the final 2018/19 budget plan proposal. [V]</p> <p>The Council reviewed the proposed budget for the coming year. In the current year, Poulshot expenditure is forecasted to be inline with the set budget. Formalised and planned work for maintaining the Parish is now underway. The proposed budget for the coming year will be a small increase in the precept for the coming year. The magazine will feature a detailed article to outline the changes to the public.</p> <p>Budget for the 18/19 financial year will be £12,802.39, a decrease of £470.81 (3.5%) on last year. The precept for a Band D house will be approx. £78.70 for the year, and increase of £5.28 [BH Proposed. AB Second. Agreed]</p> <p>Resolved That the budget be accepted</p> <p>Action: EM To file the precept request with WCC and to publish the budget summary in the Magazine and Website (as required by law)</p>	** EM

17/18/149	<p>To review disbursements made since the last meeting and to sign those presented at the meeting.</p> <p>Cheques Written</p> <ul style="list-style-type: none"> • 000600. Lady Kate Hunloke (Grant for over 60's meal) - £250.00 • 000626. Community First Insurance Premium £310.89 • 000627. WH Landscaping Consultancy LTD -£840.00 <p>Direct Debits</p> <ul style="list-style-type: none"> • 1&1 Internet Ltd - £8.39 Automatic Payment • ICO Registration (Data Protection Registration) -£35.00 • Water Business – Automatic Payment 13/06/2017 – 15/12/2017 - £14.47 <p>Purchase Orders</p> <p>None.</p> <p>Community Fund Disbursements</p> <p>None.</p>	
17/18/150	<p>To receive an update on prior Actions by the Council.</p> <p>17/18/121</p> <p>Action: EM to place the report from the Community Police Officer on the Parish Web page</p> <p>Outcome: Posted on 12 December 2017</p> <p>17/18/127 - Planning matters</p> <p>Action: EM to communicate to WCC Planning, the outcome from the PC of one plan received. Outcome: EM Emailed WCC on 08/12/2017 the response required. Decision date unknown. Wiltshire Council has further queries and will notify the PPC in due course.</p> <p>17/18/129 – To discuss the options for Village Groups to assist in areas on or around the Green.</p> <p>Action: TJ to draft a presentation to encourage multi-group participation in maintenance on and around the Green and Village.</p> <p>Outcome: TJ asked for a separate motion to be voted on in January to secure the support of the Council formally to take this initiative forward. If this is supported by the Council TJ will start the process of working through a working model of definition.</p>	
	<p>17/18/130 – To review and discuss the draft 2018/19 proposed budget plan.</p> <p>Proposal that the maintenance costs of the Community Fund should be met by the interest paid on the money from the investments.</p> <p>Action: EM to research previous minutes to confirm if this decision has been formally agreed in the minutes.</p> <p>Outcome: Deferred to February 2018 meeting.</p>	
17/18/151	<p>To consider correspondence and circulars received.</p> <p>EM received an email asking about a memorial for a previously deceased member of the Village. The Council was asked for advice on what policy if any for memorials has been used in the past. The Council believes this message may be meant for the church and has asked EM to contact the sender again. It was confirmed that at this time there is no formal policy in place for memorials in Poulshot</p>	
17/18/152	<p>To Discuss Items of maintenance</p> <p>There is a water board cover near the entrance to the Green that is broken. EM to contact the water board to have repaired.</p> <p>The Council had briefly discussed, during the Chairman's Announcements, the recent re-surfacing of a track on the Green by a resident using non-standard materials and without permission. The Council would like to remind residents that there is a document that outlines what materials are to be used to resurface any of the tracks around the Green. If Poulshot residents require help or assistance please get in touch with the Council in advance of the work being completed</p> <p>Action: EM to circulate the guidance document for tracks maintenance on the Green and around the Green.</p>	EM

17/18/153

To Agree Key messages

Election being held on the 1st and information regarding the precept.

Information the 18/19 budget to be placed on the website and magazine