

**POULSHOT PARISH COUNCIL**  
PARISH COUNCIL MEETING 6<sup>th</sup> SEPTEMBER 2016, 7:30PM  
THE VILLAGE HALL, POULSHOT  
**MINUTES**

**Present:** Councillors: Mr G Collett (Chairman) [GC]; Mr A Baber [AB]; Mr B Hamilton [BH]; Mr T Coleman [TC]; Mr N Hunloke [NH]; Mr S Housby [SH]; Mr T Nixon [TN]

**Apologies:** None

**Also present:** 7 members of the public; Cllr J Seed (WCC), Parish Clerk, Mrs E Martin [EM]

**Meeting commenced 7:35 pm.**

**16/17/045 Apologies for absence.**

None. All Present

**16/17/046 Declarations of Interest.**

TN declared an interest related to Agenda Item 12 (Permission to use Green Gardens).

AB declared an interest related to Agenda Item 11b (Maintenance of Benches)

TC; NH; BH declared an interest related to Agenda Item 11a (Green Gardens and Village Trust)

TC; NH; BH declared an interest related to Agenda Item 11c (Green Gardens Tree Maintenance)

**16/17/047 Agree minutes of previous meeting (July 2016)**

July Minutes accepted [TC Proposed. NH Second. **Agreed**]

**16/17/048 Chairman's Announcements**

GC congratulated Declan and the team who have had their first season. GC told those in attendance that it was good to see the community come together and support the Cricket Club.

GC thanked the Community Speed Watch team for their hard work.

**16/17/049 Wiltshire Councillor's Report (Cllr. J Seed)**

JS told the audience that the next meeting of the Melksham Area Board would be on the 7<sup>th</sup> September and encouraged those interested to attend.

JS said that the speed limit through the village is part of a cyclical review and he is supportive of trying to get a 30mph limit throughout the village and he will place a query with the area transport board.

JS also mentioned that white gates on the entrance and exit of the village would be expensive according to information supplied by CATG. The council needs to put a bid in to CATG and the Melksham Area Board if Poulshot wishes to be supported for funding.

**16/17/050 Caroline and Thomas Morrison: update on their plans for 62 The Green.**

CM&TM gave an update to the council on their plans for their recently purchased property to include fencing of the fields to the south of their house.

Four footpaths cross the land, 24, 25, 27 and 30. The proposal is to provide access to the Bridleway via FP30. At present the exit to the Bridleway is overgrown and walkers tend to use the farm gate, which is not part of the official footpath. The Highway Authority is currently assisting with this change. In addition, FP30 will be fenced from the rest of the field to enable sheep to run without interference.

FP25 will be fenced all the way to the exit over the ditch at the end of the Morrisons' land. Approximately near the Pond, the footpath divides (25 and 27), the latter path leads to an exit with a kissing gate. Footpath 24, which runs from the road, across two fields, to Broadway was requested to be partially closed.

It was mentioned that John Batholomew claimed the footpath didn't exist – but this was disputed by many in the room. Cllr. Seed mentioned that footpaths cannot be simply moved or removed and must go through the Area Planning Committee. Cllr. Seed also mentioned that the owner of the field with a right of way cannot insist that dogs be on a lead but can ask that they be under control.

SH asked that a drawing be provided and a formal plan.

CM&TM said that they would submit a written version of the plans to the council.

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In addition to the footpaths the use of Drones in the south field was also mentioned. Previous to the meeting TC, whilst out walking, had contact with two individuals who it was found were planning to operate Drones. After querying, it was quickly understood that the operator, Rob, was a qualified Balloon Pilot and had permission to operate from the land to test and teach. Thomas Morrison [TM] expressed displeasure that TC had proceeded to write emails to the Drone operator, involve the Parish Council and Clerk and involve himself without discussing the matter with both either himself or Caroline Morrison. GC apologised on behalf of the Council and mentioned that the Council had no intention of causing an issue. TC responded that he felt he was acting on behalf of the residents.

#### **16/17/051 Public participation**

Mr Malcom Nixon expressed that Cricket returning to the Green had increased the community spirit and it was good to see so many gathering together from the village in such a positive manner.

Mr Nixon also asked if the PPC was able to deal with the untidy grass area outside 21 Poulshot Road. **Action: EM will find out who owns the land.**

EM

#### **16/17/052 Poulshot Community Fund Update**

The community fund panel had met to discuss one application, but this had not been recommended by the panel.

SH updated the PPC that a change had been made to the application form to request that applicants attend a panel discussion to answer questions. Additional, SH also noted that the Parish Clerk is now the secretary for the fund panel (returning to the model previously used).

#### **16/17/053 Highways and Speed Watch**

Mr Chris Henwood spoke on behalf of the Speed Watch team.

Mr Henwood talked through the various options being looked at for the speed watch programme.

The SW team would like to know if the council supports a Speed Indication Display (SID) and whether the PPC would be willing to fund a company to move the SID around the village as needed. The council supports the SW initiative (all members spoke in favour except for AB who was not in favour of a SID as an option). The council felt that a moveable SID would be much more appropriate than one fixed in place.

It was also mentioned that the SW team had requested funding from the Community Fund for "Roundels" but this had not been supported by the panel. The council agreed with the decision of the CF.

#### **16/17/054 Village Green Maintenance**

EM confirmed that three estimates had been requested and reviewed for the maintenance of the trees on the Green. Plan to be presented at next meeting. **Action: EM to prepare plan**

GC agreed to sign the Waste Management Indemnity for use of the tracks on the Green. **Action: EM to seek GC signature and forward documents to Waste Management company**

The letter from Mrs. R Jefferies re sharing lawn and grounds maintenance with Rowde was discussed and the PPC moved to discuss this more in the November meeting and in the interim **Action: EM to setup a meeting with Mrs Jefferies and GC to explore further.**

EM

EM

EM

#### **16/17/055 Village Trust**

The Village Trust was historically part of the PPC (since 1973) and helps care for Village assets. **Action: BH to find out if VT can be part of the PPC and be a charity at the same time.**

The PPC discussed the current benches on the Green. AB is currently repairing a bench associated with his family. The Council expressed that the benches need to be maintained but passed no action or resolution.

EM presented the costs for the tree work in the Green Gardens based on the quotes received to date. There are currently inadequate funds to take action at this time and this matter will be discussed at a future meeting.

BH

#### **16/17/056 Council Permissions for use of the Green Gardens**

TN has requested to use the Green Gardens to hold the annual Bonfire Display on November 5<sup>th</sup>. [Proposed TC. Second BH. **Agreed**] Permission Granted.

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EM advised that permission had been granted ex-committee for the Morrisons (62 The Green) to place a temporary sign to help construction personnel locate their property.

EM also advised that official permission had been given to the Cricket Club to use the Green in association with cricket matches.

### **16/17/057 Planning Matters**

#### Prior Applications

Application 16/05678/FUL – Manor House Farm – Request Withdrawn

#### New Applications Received For Discussion

Application 16/07949/TCA – Village Hall Facia Replacement – No objections

### **16/17/058 Correspondence and Circulars Received.**

Nil

### **16/17/059 Review of Prior Actions for Progress**

EM presented an update on the progress of prior actions.

### **16/17/060 Actions By Council**

The insurance claim for the Marquee is being withdrawn as no evidence of damage can correctly be provided since repairs have already been made. [Proposed TC. Second SH. **Agreed**] to sell Marquee for fair value.

**Action: EM to have the Marquee appraised in value and place for sale.**

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EM

### **16/17/061 AOB**

None.

### **16/17/062 Disbursements**

#### Cheques

- (a) 000539. Simon Franklin (Green Maintenance) £402.00 (Against PO 16003)
- (b) 000540. Poulshot Cricket Club (Community Fund Loan) £2500.00 (Against CFO 105)
- (c) 000541. Poulshot Friends and Neighbours (Community Fund) £500.00 (Against CFO 104)
- (d) 000542. Grant Thornton (External Audit). £400.00 (Against PO 16005)
- (e) 000543. Poulshot Parish Council Investment of Community Fund £72,500.00
- (f) 000544. Poulshot Cricket Club £4500.00 forwarded payment from Landfill Grant
- (g) 000545. HMRC £107.80 (Clerk Salary Tax)
- (h) 000546. Parish Clerk £875.70 (Parish Clerk wages, 6 months not paid via DD)
- (i) 000547. Poulshot Village Hall. (Poulshot Village Council). £18.00 & £12.00
- (j) 000548. Poulshot Village Hall. (PCF hall hire). £6.00
- (k) 000549. Poulshot Village Hall. (Defib Course). £6.00
- (l) 000550. EMartin £400.00 (Magazine Grant)
- (m) 000551. Currently Unused
- (n) 000552. Poulshot Village Hall. (PCF) Hall Hire). £6.00
- (o) 000553. Poulshot Village Hall. (Poulshot Village Council). £12.00

#### Purchase Orders

- (a) 160001. Poulshot Village Hall. (Poulshot Parish Council Meeting. £60.00 & £18.00 (see Chq 547 & Chq 553)
- (b) 160005. Grant Thornton – Auditor. 2015/16 External Audit. £400.00 (see Chq 542)
- (c) 160006. Poulshot Village Hall. (Community Fund). £30.00 (See Chq 548, 552)
- (d) 160007. Poulshot Village Hall. (Defib Course) £6.00 (See Chq 549)
- (e) 160008. Poulshot Village News £800.00 (paid March and August) Payments complete

#### Purchase Orders

- (a) CFO 104 Poulshot Friends and Neighbours £500.00 (See Chq 541)
- (b) CFO 105 Cricket Club Loan £2500.00 (See Chq 540)

EM additionally advised that the Council has received a VAT refund from HMRC for £415.26 for 2015/16 financial year.

**16/17/063 Next Council Meeting**

Next meeting date set as Tuesday 1<sup>st</sup> November 2016 7:30pm

Subsequent meetings will be, January 10<sup>th</sup> 2017 9 (tbc – conflict of venue) and March 7<sup>th</sup> 2016.

**16/17/064 Items Of Maintenance**

None

**16/17/065 Key Messages**

**Action: TN to write Key Messages**

**Meeting closed 21:40**

TN