

# POULSHOT PARISH COUNCIL

Cllr Mike Davis (Chair)  
Cllr Liz Bissett (Vice-Chair)  
Cllr Claire Church  
Cllr Tim Hues  
Cllr Nina Jeffries  
Cllr Caroline Nichols  
Cllr Dan Scott

3rd January 2023

Dear Councillor,

You are summoned to attend a meeting of Poulshot Parish Council on Tuesday 10<sup>th</sup> January 2023 at 7.30 pm in the Village Hall.

The Press and Public are welcome to attend this meeting. Questions and statements will be taken from members of the public for 15 minutes at 7.30 pm, if required, prior to the start of the meeting, in accordance with the Parish Council's Standing Order No 3.

Yours sincerely

A handwritten signature in cursive script that reads "Jeannette Young". The signature is written in black ink and is positioned above the printed name and title.

Jeannette Young  
Parish Clerk

POUSHOT PARISH COUNCIL  
COUNCIL MEETING TO BE HELD IN  
THE VILLAGE HALL  
ON TUESDAY 10<sup>th</sup> JANUARY 2023 AT 7.30 P.M.

The Press and Members of the Public are welcome to attend.

The Openness of Local Government Bodies Regulations 2014 permits the audio and visual recording and photography of the Council and Committee meetings by the general public and/or media. It would be appreciated if persons wishing to take photographs or to record a meeting, were, wherever possible, notified to the Chairman or Clerk before the meeting concerned.

**Public Participation-**

To hear public comments / questions and **a developer update on the public contribution from Townsend Farm development.**

No decisions or arrangements will be made in this section. You will be allowed a maximum of 3 minutes. Maximum of 15 minutes allowed in total, in accordance with Standing Order No 3.

## AGENDA

**1. Apologies**

To consider apologies.

**2. Disclosure(s) of Interest.**

To receive any declaration of interest by a member in relation to matters to be considered at this meeting as required by the Code of Conduct.

**3. Minutes**

To confirm as a true record the Minutes of the meeting of the Extraordinary meeting held on 29<sup>th</sup> November 2022. The attachments will form part of these main minutes but will not be redistributed with this Agenda.

**4. Chairman's Announcements**

- Confirmation that complaints received by residents regarding breaches in planning authorisation have been forwarded to Wiltshire Council Planning Enforcement team.

## 5. Police Report

Police attendance is not possible due to training, however the Police report from the Melksham area is attached.

## 6. Update from Wiltshire Councillor Tamara Reay

## 7. Planning Applications:

Comments and observations to be submitted to Planning at Wiltshire Council on the following application.

### 1. 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

Application Link: <https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000019ACZ7>

## 8. Naming Suggestions for The Higher Green Farm Development

The following suggestions have been received for the naming of the residential development. Councillors are asked to consider and agree their favoured name before advising the development contractor.

- a. "The most obvious name is probably 'Higher Green Farm Close' which is fine. Could I suggest 'Nixon Close' as one alternative?  
Malcolm Nixon farmed there for many years and was active around the village in many areas, including long service as a parish councillor. He was also very popular."
- b. "My suggestion is RAVEN CLOSE, the simple reason is it is opposite the Raven Pub. When asked where I live and I say Poulshot, their reply is "oh you have The Raven Pub". Poulshot is well known far and wide as the village with the lovely pub.  
Also, to give directions to anywhere in the village, can be difficult because of the strange way the house numbers have been used. What an easy way to give directions to a new development than to say opposite The Raven".
- c. "I would like to suggest that one of the roads in the new Higher Green Farm development be named "Nixon Close" or "Nixon Way" etc. to commemorate Malcolm Nixon who used to farm that area. Either that, or something farming related please."

- d. “I’ve been thinking about possible street names for the new homes being built.  
I have two suggestions both are to acknowledge personal contributions to the village. Maybe their names/part of their names could be used.

Geoff Collett whose family were born here and as we all know Geoff has always been very involved in the village/parish council. The other is Mike Hues who was on the parish council for 40 years or so and has also always had the best intentions for the village.”

## 9. Townsend Farm Development Summary of Traffic Speeds

For information only.

### Summary of Traffic Speeds

	Devizes Road Northern entrance to 30mph Zone		Poulshot Road Townsend Farm Site frontage		Poulshot Road Southern entrance to 30mph zone	
	Mean	85 <sup>th</sup> Percentile	Mean	85 <sup>th</sup> Percentile	Mean	85 <sup>th</sup> Percentile
<b>Northbound</b>	33.0 mph	40.1 mph	N/A		32.9 mph	39.2 mph
<b>Southbound</b>	31.1 mph	37.8 mph			31.8 mph	37.0 mph
<b>Eastbound</b>	N/A		27.4 mph	33.0 mph	N/A	
<b>Westbound</b>			27.8 mph	32.9 mph		

Note: ATC’s at 30mph entrances undertaken between 07/09/22 - 13/09/22 and across site frontage between 26/03/22 - 01/04/22.

## 10. Working Group Minutes and Recommendations

Finance and Audit working group minutes from 8<sup>th</sup> December 2022 attached for noting and for **resolves** to agree the following **recommendations**

- It was **recommended** to approve and adopt the attached, new draft Community Fund Terms of Reference.
- It was **recommended** to approve and adopt the attached new, draft Grant and Donations Policy.
- It was **recommended** to approve and adopt the attached, new draft Grant and Donations Application Form for adoption.
- It was **recommended** to approve and adopt the attached, new draft Scoring Sheet and further recommended that the Finance and Audit working group members to be responsible for scoring all applications.

## **11. Defibrillators**

- a. The three defibrillator schemes in Poulshot are due for renewal in February 2023. If renew is to go ahead, the total cost for the three devices will be as follows:-

First full scheme £1800 plus VAT

2 x additional schemes £2000 plus VAT

Total £3800 plus VAT

The cabinet and defibrillator at The Raven is due for replacement in February. Council will need to cover the cost of removing the old and installing the new cabinet. Currently there is a global shortage of defibrillators so it may mean having to leave the current device and cabinet in situ until back orders of defibrillators are received.

If a decision is made not to renew, the equipment will be retrieved on or soon after 24<sup>th</sup> February.

- b. New casing and defibrillator at Raven, quotes required

## **12. Community Fund Grant Request- Attached**

The following grant application was deferred from the meeting on 15th November 2022

The cricket club have had advice confirming the pitch (artificial strip) needs some servicing / maintenance. They have received prices from the original installer (excessively expensive at c£1200) and an alternative for £680. Having spoken to both and reviewed within the Club they have provisionally booked in with latter, however they are requesting help to fund this project.

*Power – General Power of Competence*

## **13. Request for Permission to use The Village Green**

“As Chairman of The Lackham Vintage Society I am writing to ask The Poulshot Parish Council's permission to use The Village Green for our Annual Vintage Gathering next year.

Our gathering seems to have become an extremely popular event with the residents of the village and also the vintage vehicle enthusiasts. It has become part of their yearly calendar.

We would like to hold the gathering (weather permitting) on the evening of WEDNESDAY 14th JUNE 2023 (from 6pm until 10pm approximately)

All proceeds will be donated to The Freewheelers EVS (Blood Bikes) which we all think is a very worthy cause.”

**14. Unauthorised Access to Amenity Land**

Ratification of permission given to use the unauthorised access to cross the amenity land for horses and riders from Higher Green Farm. Access will be on a temporary basis through the winter months or until the fencing of the land in question goes ahead.

**15. Domain of Current website**

The domain poulshot.org.uk is due to expire on 10<sup>th</sup> January 2023. Cost for another year is £10.79, a decision is required on whether to continue with this domain until the new website is fully aligned.

**16. Finance Report and Bank Balances.** To receive and note

**17. Financial Expenditure.**

To consider and to approve the attached expenditure report.

**18. Draft Budget and Precept requirement for Financial Year 2023-24**

Members are asked to **resolve to approve** the attached Draft Budget 2023-2024 with a 2% increase on the Band D cost of £84.51 to £85.89 and a Precept requirement of £13,750.00.

**19. Internal Auditor Recommendation**

Recommended appointment of internal auditor, verbal update from RFO on quotes received.

**20. Community Fund**

After seeking professional advice from an internal auditor and investigating to find there were no caveats applied to the donation of funds received from the solar farm, it is **recommended** that the fund is re-categorised from its initial Capital category to a General Reserve.

**21. Payment of VAT only invoice**

For noting, that after taking professional advice on this matter, it is now understood that Poulshot Parish Council can make payment of this invoice, process in the normal way and request reimbursement from HMRC via Form 126.