

**MINUTES OF POULSHOT PARISH COUNCIL MEETING**

**Held on Monday 16<sup>th</sup> September 2013, 7.30pm, at Poulshot Village Hall**

<p><b>PRESENT:</b> A Baber, G Collett (Chair), B Hamilton, S Housby (Vice-Chair), N Hunloke, T Nixon                  Wiltshire Councillor: J Seed                  Clerk: R Jeffries                  Audience: 14</p>		
<b>1.</b>	<b>Apologies &amp; Acceptance of Apologies:</b> T Coleman.	
<b>2.</b>	<b>Register of Members' Interests</b> <ul style="list-style-type: none"> <li>• There were no further business interests to record at the meeting.</li> </ul>	
<b>3.</b>	47.13/14 <b>Standing Orders</b> – Adoption of new Standing Orders was proposed by S. Housby, seconded by A Baber. All voted in favour. Action: Clerk to put a copy of the Standing Orders on the village website.	Clerk
<b>4.</b>	48.13/14 <b>Adoption of updated Code of Conduct for Councillors</b> – Proposed by S Housby, seconded by B Hamilton. All voted in favour.	
<b>5.</b>	49.13/14 <b>Financial Regulations reviewed &amp; re-endorsed</b> – Proposed by T Nixon, seconded by B Hamilton. All voted in favour.	
<b>6.</b>	<b>Chairman's update</b> <ul style="list-style-type: none"> <li>• The Chair invited the audience to attend the meeting as observers and emphasised that there was a public session in which questions could be asked.</li> </ul>	
<b>7.</b>	<b>Update from Wiltshire Council – Cllr J Seed</b> <ul style="list-style-type: none"> <li>• Cllr Seed informed the meeting that the Village Hall Committee may be able to approach the Area Board for a grant towards the damp course work that needs to be carried out.</li> <li>• 34.13/14 Cllr Seed provided an update on the request for a pedestrian verge along the road from Sillington Lane to the A361 Caen Hill (issue no:#2944). WC has cut the grass but it seems that there are no naturally flat verges which can be used as pedestrian refuges. It seems unlikely that there will be funding available in WC to carry out this work.</li> </ul>	
<b>8.</b>	<b>Update from Police</b> – No updates were available. <ul style="list-style-type: none"> <li>• The Chair thanked the local resident who contacted the Police recently regarding someone behaving suspiciously in the village.</li> </ul>	
<b>9.</b>	<b>Public Session</b> <ul style="list-style-type: none"> <li>• 50.13/14 A question was asked about what community benefits would be from the proposed solar panel application at Poulshot Lodge Farm.</li> <li>• 51.13/14 A further question was asked about whether S.106 money would be available from the proposed solar panel application. Cllr J Seed said that he would investigate. (Clerk's note: Cllr Seed reported back that section 106 agreements are not required for solar farms unless one is necessary to overcome problems caused by the development of the site, e.g.highway access)</li> <li>• 52.13/14 A question was asked about whether the village would consider having a defibrillator. The Parish Council replied that it has considered having one in the past but that there was not a suitably accessible place to store it. It was suggested that a working party is set up to review the need for having a defibrillator.</li> <li>• 53.13/14 A complaint was raised about the speed of farm vehicles using Bowerhill Lane. It was suggested that a 20mph speed limit should be introduced. WC suggested that the Police would not enforce this. It was noted that if residents have concerns, they can speak directly with the farmers.</li> </ul>	

	<ul style="list-style-type: none"> <li>• 54.13/14 A question was asked about whether the Parish Council has a vision for the future; projects that it would like to consider, for example a children's play area; high speed broadband; a defibrillator. A response was given to say that these matters should be covered by the village design statement (see item 18)</li> </ul>	
10.	55.13/14 <b>Agree the Minutes of the Annual Parish Council Meeting held on 15<sup>th</sup> July 2013:</b> Minutes agreed. Proposed by N Hunloke, seconded by T Nixon.	
11.	<b>Actions arising from Parish Council meeting on 15/7/13:</b> <ul style="list-style-type: none"> <li>• 31.13/14 Clerk has reported the problem with the stop cock at the small gate to the green gardens. Wessex Water has carried out a site visit but the problem has not been completely resolved. Clerk to follow up.</li> <li>• 33.13/14 Allotments: TC &amp; NH reported back that there was no room for an additional allotment plot. It has been suggested that the allotment tenancy agreement should be reviewed. Clerk to put on agenda for next PC meeting.</li> <li>• 42.13/14 Clerk reported that the marquee is covered for all risks and public liability and will be covered whilst in use.</li> </ul>	Clerk Clerk
12.	<b>Proposal to adopt a policy for use of the Village Green</b> <ul style="list-style-type: none"> <li>• Vote was deferred until the next PC meeting in November.</li> <li>• Minors amendments to be made to the draft policy and inclusion of a section on the maintenance of village tracks by landowners. G Collett to liaise with T Coleman about new section to be included.</li> </ul>	GC
13.	<b>Village Green Matters arising</b> <ul style="list-style-type: none"> <li>• 56.13/14 T Nixon reported that the village green safety checks had been carried out. All of the ditches looked okay.</li> <li>• The Chair noted that the Green looked to be in good condition. The Chair also noted that it would be a good idea if there was a group of volunteers who would keep the green tidy. G Collett to raise issue at the next PC meeting.</li> <li>• 32.13/14 Vote on quotes for tree inspections was deferred. B Hamilton to source a further quote and report back to the November PC meeting.</li> <li>• 57.13/14 A complaint has been received regarding vehicles being driven across the Green. The Chair has spoken with the owner of the vehicle concerned and the matter has been dealt with.</li> </ul>	GC
14.	<b>Village Hall – damp repairs</b> <ul style="list-style-type: none"> <li>• 58.13/14 PC agreed in principle to contribute towards the costs of the drainage work needed in the village hall playground.</li> <li>• 59.13.14 The Parish Council agreed to set the contribution amount once the grant from the Area Board has been decided upon.</li> </ul>	
15.	<b>Highways &amp; Rights of Way report</b> – written by T.Coleman. <ul style="list-style-type: none"> <li>• 60.13/14 WC will complete work to cut back the hedge and verge opposite Corn Close on 1st October.</li> <li>• 61.13/14 The hedge along the pavement between Belle Vue Farm and Mill Lane has been cut back. WC will kill the weeds along this pavement. Poulshot Lodge Farm has cut the hedge on Barley Hill Lane.</li> <li>• 62.13/14 T Coleman has highlighted the importance of keeping the drains at Townsend clear to prevent flooding to WC.</li> <li>• 63.13/14 Utility companies have mended the cable brought down in Broad Lane (aka POUL11) running from the Green to Broadway Lane. WC Rights of Way intend to cut back the trees from the hedgerow. WC has accepted that farmers have a proscriptive</li> </ul>	

	<p>right to use the track.</p> <ul style="list-style-type: none"> <li>• 64.13/14 Lutsey bridge will be closed for one day on 30th October for survey work to be carried out. Subsequently, the road will be closed again at a later date which will be confirmed for a period of approximately 8-10 weeks for bridge replacement works.</li> <li>• 65.13/14 Highways will cut the hedgerow at the corner of Poulshot Road and Worton Road.</li> </ul>	
<b>16.</b>	<p><b>Update on Higher Green Farm Development</b> 66.13/14 I Sault gave a verbal update</p> <ul style="list-style-type: none"> <li>• I Sault is to meet with WC on 17/9/13 to further discuss the Section 106 agreement.</li> </ul>	
<b>17.</b>	<p><b>Planning Application:</b> 74 The Green, Poulshot (13/03361/FUL): 2 storey side and rear extension.</p> <ul style="list-style-type: none"> <li>• 67.13/14 PC had no objections to the planning application</li> </ul> <p>Public consultation on proposed Solar PV development at Poulshot Lodge Farm (Monday 9<sup>th</sup> September 2013) was noted.</p>	
<b>18.</b>	<p><b>Village Design Statement</b></p> <ul style="list-style-type: none"> <li>• 68.13/14 A public meeting will be hosted on 3<sup>rd</sup> October 2013 at 7.30pm in the Village Hall by Steve Baron.</li> <li>• It was noted that the PC has agreed to support a village design statement and not a village plan.</li> </ul>	
<b>19.</b>	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• 69.13/14 Letter received regarding query on de-registration of village green. Response has been sent.</li> <li>• 70.13/14 Letter received regarding Parish Council's code of conduct policy. Response has been sent.</li> </ul>	
<b>20.</b>	<p><b>Financial Matters</b></p> <ul style="list-style-type: none"> <li>• The Annual Return for 2012-13 has been passed by the external auditors.</li> <li>• The following payments were authorised. Proposed by N Hunloke, seconded by S Housby. Monthly invoices totalled (£918.30) <ul style="list-style-type: none"> <li>○ Salary – Clerk's July - August 2013: £152.82</li> <li>○ HMRC – PAYE/NI: £38.00</li> <li>○ Playground cleaning April – Dec 2012: £160.00</li> <li>○ Insurance for laptop &amp; marquee: £56.28</li> <li>○ Postage: £6.00</li> <li>○ Pond maintenance: £97.20 (invoice presented at PC meeting 16/9/13)</li> <li>○ Cutting the Green &amp; Broadway Lane: £408.00 (invoice presented at PC meeting 16/9/13)</li> </ul> </li> </ul>	
	<p><b>Next meeting –Parish Council Meeting: Monday 18th November 2013, 7.30pm</b></p> <p><b>Future meeting dates - Monday 20<sup>th</sup> January 2014, Monday 17<sup>th</sup> March 2014, Monday 19<sup>th</sup> May 2014</b></p>	

A reminder that all requests for work/or goods should be presented to the Parish Council first for authorisation.

Signed: ..... Chairman Date: .....