

# POULSHOT PARISH COUNCIL

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

6<sup>th</sup> January 2025

Dear Councillor,

You are summoned to attend a meeting of Poulshot Parish Council on Tuesday 14<sup>th</sup> January 2025 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 dark ink and is positioned above the printed name and title.

Jeannette Young  
Parish Clerk

POULSHOT PARISH COUNCIL  
COUNCIL MEETING TO BE HELD IN  
THE VILLAGE HALL  
ON TUESDAY 14<sup>TH</sup> JANUARY 2025 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-**

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.

Update from Wessex Water

**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 attached Minutes of the meeting of the 14<sup>th</sup> November 2024. The attachments will form part of these main minutes but will not be redistributed with this Agenda.

**4. Chairman's Announcements**

**5. Police Report – For noting.**

No police report has been received, however the following summary of the increase of the police precept has been published.

Wiltshire's Police and Crime Commissioner is asking all residents to use their voice and identify how much extra they would be prepared to pay for policing – and why.

PCC Philip's Wilkinson's annual Use Your Voice: Budget and Precept survey is launching today (Jan 3) and seeks the views of residents and stakeholders as the budget for policing and commissioned services for the next financial year (2025/6) is developed.

Respondents are asked whether their household would be prepared to invest more in policing through the police precept element of their council tax.

This, alongside a grant from the government, accounts for the entire budget for policing in the county. As it stands, due to the national police funding formula, Wiltshire Police is the third lowest funded police force in the country per head of capita.

A Band D household currently pays £269 per year for policing and Mr Wilkinson is looking at options to increase this by just over 5% - £14 per year extra, or an additional £1.16 a month. This is the most that can be asked for without a Local Referendum.

Link to survey - [Use Your Voice: Police budget and precept consultation \(Page 1 of 3\)](#)

**6. Update from Wiltshire Councillor Tamara Reay**

**7. Planning Applications:**

<b>Application No:</b>	<b>PL/2024/11347</b>
<b>Application Type:</b>	<b>Notification of proposed works to trees in a conservation area</b>
<b>Proposal:</b>	<b>T1 T2 Norway Spruce - Reduce in height by no more than 2m. T3 Cherry Tree - Reduce by no more than 1 metre to reshape. T4 Maple Tree - Reduce entire crown and reshape to below powerlines. No more than 2.5m.</b>
<b>Site Address:</b>	<b>KETAMA, 52A THE GREEN, POULSHOT, DEVIZES, SN10 1RT</b>

Extended the consultation date to the 15th January with a decision deadline date of 23rd January

<b>Application No:</b>	<b>PL/2024/11446</b>
<b>Application Type:</b>	<b>Removal/variation of conditions</b>

<b>Proposal:</b>	<b>Variation of condition 3 on 17/10778/FUL to refer to the use of the building as Annexe to the main dwelling, but also as holiday accommodation, retain restriction on being a wholly separate dwelling</b>
<b>Site Address:</b>	<b>Cooks Orchard, The Green, Poulshot, Devizes, SN10 1RT</b>

## 8. Parish Steward Visits to Poulshot for 2025

January	14 <sup>th</sup>
February	12 <sup>th</sup>
March	12 <sup>th</sup>
April	10 <sup>th</sup>
May	No Scheduled Visit
June	11 <sup>th</sup>
July	10 <sup>th</sup>
August	No Scheduled Visit
September	10 <sup>th</sup>
October	13 <sup>th</sup>
November	12 <sup>th</sup>
December	8 <sup>th</sup>

### Parish Steward Scheme Tasks

- hand clearing and cutting of growth from drainage grips and drain gully covers.
- hand clearing of blocked gullies.
- rodding of drainage systems
- clearing of small culverts, pipes, and pits
- clearing storm debris
- trimming encroaching hedges and vegetation from around road signs and railings
- cleaning and straightening small road signs.
- hand cutting small visibility areas.
- reactive emergency repairs including pothole repairs (In accordance with Wiltshire Councils Highways Inspection Manual 2018)
- find, fix & record potholes (cold repairs only)
- responding to road closure requests from the emergency services
- removal of ragwort (hand pulling or strimming of defined areas)
- treatment/removal of weeds
- graffiti and fly posting removal.
- clearance of debris and materials from scenes of road traffic collisions including clinical waste.

- siding out of footways and carriageways
- clearance of storm damaged trees from the Highway including the use of a chainsaw

## 9. Tree Survey

The following quotes have been received and require consideration and a decision made. All suppliers are local (within a radius of approximately 14 miles).

Supplier	What is provided	Cost
A	To carry out Tree survey for The Green £250.00 To carry out tree survey for The Woodland(Green Gardens) £125.00 The report will be sent via email as a PDF on completion.	£275.00 + V.A.T.
B	<ul style="list-style-type: none"> <li>• Undertake site visit and visual structural and physiological assessment of trees on the Green area at Poulshot.</li> <li>• Provide a written Tree Condition Report for those trees assessed to include a site plan indicating approximate tree locations.</li> <li>• Any management recommendations deemed necessary are to be put forward in the report along recommendations for replanting trees.</li> <li>• Fee to include application to the local authority for works to trees subject to Tree Preservation Order or in a Conservation Area that may arise following management recommendations.</li> </ul>	£445. (not subject to V.A.T.)
C	<p>Hazard assessment of all significant trees on The Green, all trees to be recorded, detailed (including works required), tagged and mapped. Areas of similar sized trees may be included as groups.</p> <p>Walk through hazard assessment woodland area, all trees assessed. Trees requiring works to establish acceptable levels of safety will be recorded, detailed, marked and mapped.</p> <p><i>*Trees should be assessed on a regular basis, with this in mind we offer repeat surveys at a reduced cost. Repeat Hazard Assessment as above to include a site visit for a maximum of 3 visits.</i></p> <p><i>Cost: £400 per visit</i></p>	£600. V.A.T. not mentioned

\*Additional information offered.

## **10. Request from Cricket Club Member**

Could I have permission to prune the Chestnut Tree on the Green. I ask because if nothing else with advice from the arborist the lower branches, which I believe are less than 3 inches thick could be pruned without permission - I think? It would better enable us to mow underneath. After contacting the Tree Protection Officer at Wiltshire Council the following advice was given.

**Consent is not required if the 'stem' (trunk) is less than 75mm (3 inches) when measured at 1.5 metres from ground level.**

**If you are talking about the branches, then consent is required.**

This means that any pruning of the tree will have to have written consent, or the presence of a Wiltshire Tree Protect Officer.

## **11. Tree Grant – Amenity Field**

To consider and recommend the attached grant application form and associated quote. This application if granted would fund the provision of a lovely orchard and area for trees to be planted in order that will improve the biodiversity and the landscape enhancement of the area. The trees and orchard would reduce flood risk and store carbon helping to prevent climate change. It would also provide a hedge around the site for a definitive boundary. The hedge would provide pest control and wildlife would benefit from the various hedging planted. The hedgerow, orchard and larger specimen trees will provide habitat for pollinators and shelter for wildlife and any maintenance for 15 years.

## **12. Village Hall -update**

During the submitted loan application and its subsequent withdrawal, it was discovered that the Village Hall's Constitution held a clause (16) that copies of proper statements of accounts should be received by Poulshot Parish Council. It is therefore recommended that Members rightfully request sight of the proper statements of accounts at regular dates during each municipal year starting in 2025-2026.

## **13. LHFIG – Ratification**

Due the conflicting dates of the LHFIG meeting being held on the same day as Poulshot Councils, members were contacted for their comments by email with regard to the attached LHFIG application. The following responses were submitted to the LHFIG and require ratification by members.

- I'm sure that no one would disagree with this application
- Gets my support. Could part fund from Community Fund

## **14. Updates from Members on Delegated Actions**

14.3 Bus Shelter – Cllr Dyke

- 14.4 Speed Indicators (SIDs) – Cllr Church
- 14.5 Broadway Lane -LHFIG – Cllr Church
- 14.6 Allotment Fencing – Cllr Dyke

**15. Draft Code of Conduct**

The draft Code of Conduct is attached for consideration and approval, this document is aligned with the model used by Wiltshire Council.

**16. Draft Financial Regulations**

The reviewed draft Financial Regulations are attached for consideration and approval. This draft document is aligned with NALC's Model Financial Regulations.

**17. Grant Application and Policy**

The reviewed Grant Application and Policy is attached for consideration and re approval.

**18. Draft Budget and Precept requirement for Financial Year 2025-26**

Members are asked to resolve to approve the attached Draft Budget for 2025-2026 with -0.77% decrease on the Band D cost from £92.76 to £92.05 showing a Precept requirement of £15,000.

**19. Finance Report and Bank Balances.**

To receive and note the attached report, showing balances of.

Total Funds = £144,346.60

Parish Accounts = £22,813.19

Community Fund = £121,533.41

**20. Financial Expenditure.**

To consider and to **approve** the attached expenditure report, showing payments of £2093.99 and credits of £750 (*from community fund*).

**21. Date of Next Meeting**

11<sup>th</sup> March 2024