

# POULSHOT PARISH COUNCIL

## MINUTES OF FULL COUNCIL MEETING HELD IN THE VILLAGE HALL TUESDAY 16<sup>th</sup> JANUARY 2024 AT 7.30 PM

**PRESENT:** Cllr Mike Davis (Chairman) arrived 19:45  
Cllr Liz Bissett (Vice Chairman)  
Cllr Claire Church  
Cllr Tim Hues  
Cllr Nina Jeffries  
Cllr Tamara Reay (Wiltshire)

**OFFICER:** Jeannette Young (Clerk)

### **PUBLIC PARTICIPATION:**

10 members of the public were present with the following questions and statements made

- The newly appointed Rector of the Wellsprings Benefice, Revd Gerry Lynch, is being licensed on 30th January in St Mary's, Potterne, at 7pm. A quest was made that a member of the Parish Council attend the Service, to welcome him to the Benefice and to the Parish. Cllrs Bissett and Jeffries both stated they would attend.
- A question was raised why some ditches on the Green had not been cleared? After clarification of which ditches were being spoke about, Cllr Hues responded and explained that he and the contractor were unable to determine where the ditches in question ran to, so did not feel confident in clearing them until more was understood about them. The creation of a village flood plan would help general knowledge of all ditches. It was requested from the public present that thanks be passed on to the contractor.
- It was stated that the Village Fete would be taking place on the 24<sup>th</sup> June Fete.

Due to the Chairman not being present at the start of the meeting Cllr Bissett (Vice Chairman) opened the meeting.

# POULSHOT PARISH COUNCIL

## 98/23/24 Apologies

Apologies were received from, Cllr Caroline Nichols and Cllr Dan Scott.

## 99/23/24 Declarations of Interest

Declarations of Interest were received from Cllrs Hues, Bissett and Church, all regarding the Grant Application from the Cricket Club.

## 100/23/24 Dispensation Request

It was requested by Cllr Hues that this item be moved to the end of the agenda, it was therefore proposed by Cllr Bissett, seconded by Cllr Jeffries and **UNANIMOUSLY AGREED** to move this item from agenda item 3 to number 25 on the public agenda.

**19:45** The Chairman, Cllr Davis joined the meeting and took up his official seat to Chair the meeting.

## 101/23/24 Minutes

It was proposed by Cllr Bissett, seconded by Cllr Church and **UNANIMOUSLY RESOLVED** to confirm the minutes of the Full Council meeting held on the 7th November 2023 as a true record. These minutes were duly signed by the Chairman.

## 102/23/24 Chairmans Announcements

- The Chair provided an update from Wessex Water received 30<sup>th</sup> November 2023  
*“The detailed investigation has now been completed and the decision has been made to progress the investigation to a full flooding appraisal. This is a significant project to investigate in detail the causes of the flooding and the options to try to prevent flooding in the future. The improvement scheme developed will be classified as a major scheme and will be subject to available funding. The appraisal will take between 18 to 24 months to complete, depending on the number of studies and investigations needed. I will be in touch again in May next year to update you on our progress.”*
- The Chair advised ditch clearance on the Green has been completed and gave thanks to Cllr Hues for his time in assisting and directing this much needed maintenance.
- The Chair advised that the new casing and defibrillator had now been fitted at the Raven Inn, and he gave his thanks to Cllr Church for arranging and overseeing this installation.

## POULSHOT PARISH COUNCIL

- Concerns were raised over the increase of dog fouling in the village. After discussion with fellow members the Chair requested that an appeal be published in the Parish Newsletter asking for all dog owners to pick up after their dogs.

### **103/23/24 Police Report**

No report had been received for December 2023, however members did advise that the Bobby Van had been in the village recently, and that it was easy to request a visit from them by completing an on line form. It was also mentioned there had been a break in of a garden shed over the Christmas period and that a watch had been found at the location as well as another watch found in a garden at Townsend end of the village. It was confirmed that the neighbour disputes that had been causing issues with some village residents was now resolved. The troublesome tenants being rehomed and the housing association advising that all future tenants would be vetted for suitability for the rural location.

### **104/23/24 Update from Wiltshire Councillor Tamar Reay**

- Cllr Reay started by saying that Wiltshire Council were busy going through the budget. Over 60% of the predicted budget would go to Adult and Children's Services Social Care, with £500,000 to go into Flood Management. The balanced draft budget will go to Full Council for approval with a predicted Council Tax rise of 4.99% for 2024/25.
- Wiltshire Council will be launching Home Upgrade Grant Scheme (HUGS) an upgrade scheme for energy efficiency Properties must have an EPC (Energy Performance Certificate) of D or below. The grant is primarily available to owner occupiers, with an income of less than £31,000 and private landlords who own no more than four properties can access the grant, but they will have to contribute 1/3 towards the cost of the work. Park homes are also eligible.
- Cllr Reay recommended that the Flood Plan for the village was created and for attendance to the meeting at Melksham Campus or online 25<sup>th</sup> January 2024
- Highways Matters 26<sup>th</sup> February 2024 venue to be advised.
- LHFIG, meeting will take place on the 23<sup>rd</sup> January online.

Cllr Reay left the meeting at 20:30

### **105/23/24 Planning Applications**

Due to the late notice, Councillors noted the following application Ref PL/2023/09955 - Proposed Works to Trees in a Conservation Area Address.

In consideration of the following Application Ref PL/2023/09946 - Full Planning Permission Address: Land to Northeast of Higher Green Farm,

## POULSHOT PARISH COUNCIL

Poulshot Road, Poulshot, SN10 1RW. Erection of single storey dwelling. It was proposed by Cllr Bissett, seconded by Cllr Davis and **UNANIMOUSLY RESOLVED** to submit a comment of No Objection to the planning application PL/2030/09946.

### **106/23/24 Parish Steward**

Members were advised of the Parish Steward calendar of visits and the type of work they can be expected to complete.

### **107/23/24 Flooding in the Village**

After discussing the possible creation of a flood plan for the village and how to achieve this. A formation of an external working group was suggested with the membership consisting initially of Nick Church, Adrian Baber and Councillors Liz Bissett and Tim Hues. This group will arrange their own meetings and feedback to Poulshot Council at their regular bi-monthly meetings.

### **108/23/24 Update on Broadway Cinder Track Request**

Further to a request from Cllr Dominic Muns of Wiltshire Council asking for more detail on the proposal for the Broadway cinder track application, Members gave the following answers.

- What is being sought? Funding for a cinder track.
- Where? Broadway Lane, Poulshot
- How many people will it impact? Ramblers, cyclists, dog walkers etc. Used to encourage people to come to the Village and be able to walk the White Horse Trail of which Broadway Lane is part of.

Cllr Church offered to attend the next LHFIG meeting and put these points as well as photos of Broadway Lane forward.

### **109/23/24 Village Trust Requests**

Members discussed the requests received from the Village Trust and the following was agreed: -

- It was proposed by Cllr Bissett, seconded by Cllr Davis and **UNANIMOUSLY AGREED** to grant permission to the Village Trust to undertake work in Green Gardens on 20th January and again in early March, to remove some of the barbed wire where this is in danger of fouling the hedging machinery (or being a danger to the public) and moving some of the debris from high winds into the dead hedges that have been built.
- It was proposed by Cllr Bissett, seconded by Cllr Davis, and **UNANIMOUSLY AGREED** to endorse the marking of the Village Trust's 50<sup>th</sup> anniversary, with the of planting native wildflowers to the Broadway where it progresses downhill between fields owned by CM and AW particularly where it is broad especially on the left-hand side.

## POULSHOT PARISH COUNCIL

It was noted this may take two years to complete.

- It was proposed by Cllr Jeffries, seconded by Cllr Church and **UNANIMOUSLY AGREED** to give permission to the Village Trust to attempt the removal of the colonies of Spanish Bluebells, ensure the correct disposal of the removed plants.
- It was agreed that members would support the Village Trust Committee in its organising of a litter collection mid-March across the village as part of the Keep Britain Tidy campaign. Wiltshire Council should send out black bags for this purpose.

### **110/23/24 Survey Results**

The results of the survey were considered, and it was agreed to keep it open until the 29th of February 2024. To try and generate more responses Cllr Church would print 180 copies for publishing in the Parish Newsletter.

### **111/23/24 Grant Application**

The grant application from Poulshot Cricket Club was discussed and noted that the club provides a free successful facility promoting inclusivity at every opportunity. It was therefore proposed by Cllr Jeffries, seconded by Cllr Davis, and **UNANIMOUSLY RESOLVED** to grant the request for £990 for the purchase of

X2 pairs batting pads = £65 each, £130 total

X3 pairs batting gloves = £33 each, £99 total

X2 cricket bats = £210 each, £420 total

X1 wicket keeping pads = £35

X1 wicket keeping gloves = £40

X1 wicket keeping inner gloves = £16 and ancillaries: protective box, thigh pads, new stumps/bails, balls = £200 -250, funds to be taken from the Community Fund.

**Awarded under the General Power of Competence.**

### **112/23/24 Donation for Parish Newsletter**

After further information was provided it was agreed there was no need for a donation.

### **113/23/24 Request for Permission to use The Village Green**

The request received from the Chairman of The Lackham Vintage Society for permission to use the Village Green for their Annual Vintage Gathering on Wednesday 19<sup>th</sup> June 2024 was considered. All agreed it was a very popular event and brought much to the village. A question was asked if the council should charge for the event taking place on the Green, but this was felt to be unnecessary due to the society not charging for admission and all donated proceeds going to charity.

## POULSHOT PARISH COUNCIL

It was therefore proposed by Cllr Bissett, seconded by Cllr Jeffries and **UNANIMOUSLY RESOLVED** to grant permission to the Lackham Vintage Society to use the Village Green for their Annual Vintage Gathering on Wednesday 19<sup>th</sup> June 2024 (from 6pm until 10pm), on the provision of the normal risk assessments and completed permission document.

Offers of help with collection buckets on the evening, were advised to contact the Society directly.

### **114/23/24 Annual Village Green Maintenance**

Members considered the quote that was received from the current provider, and it was agreed there had been no unresolved previous issues and that the village was looking well maintained. It was therefore proposed by Cllr Bissett, seconded by Cllr Church and **UNANIMOUSLY RESOLVED** to continue with the current provider for the year 2024, starting 1st April 2024 for 14 cuts through the growing months of April to October, and flailing of hedges around nature area once in October or November with wild area grass /paths cut as per specification at a total cost £2019.00 Net (£2422.80 inc. VAT).

### **115/23/24 Tree Survey Update**

The Chairman provided an update on a quote he had received to produce a tree survey for trees within the Village Green and Green Gardens. He was reminded that a further 2 quotes were needed before commissioning a survey.

### **116/23/24 Working Group Minutes and Recommendations**

The notes from the Governance Working Group were noted and confirmation given of the recommendations before being proposed by Cllr Bissett, seconded by Cllr Jeffries and **UNANIMOUSLY RESOLVED** that the back dated amounts owing from October 2022 to December 2023 be confirmed by the RFO and paid to the clerk from this year's 2023/2024 budget, also that in future, notification from NALC on salary increases be implemented immediately by the RFO including any due back pay and based on the current contract of 22 hours per month (264 hrs per year) an allocation of £3564 with a 2% contingency added to the draft budget for 2024/2025 to anticipate any future pay rise, from NALC.

### **117/23/24 Domain of Current website and Update on New Website**

It was proposed by Cllr Jeffries, seconded by Cllr Bissett and **UNANIMOUSLY AGREED** to ratify the continued ownership of the domain Poulshot.org.uk at a cost of £10.79.

There is still a frustration with understanding how to close down the old website and maintain access to historic emails, Cllr Church offered to further investigate.

**Cllr Jeffries left the meeting at 21:05**

# POULSHOT PARISH COUNCIL

## **118/23/24 Finance Report and Bank Balances**

Members received and NOTED the 8th January 2024 spreadsheet showing Bank balances of the Parish Account £17,602.94 and Community Fund £119,968.28, collectively standing at £137,571.22.

## **119/23/24 Financial Expenditure.**

Members considered the expenditure report, with payments totalling £1,345.40 and credit of £40.00 listed, it was then proposed by Cllr Bissett, seconded by Cllr Davis and **UNANIMOUSLY AGREED** to approve the expenditure report January 2024.

## **120/23/24 Draft Budget and Precept Requirement for Financial Year 2024-25**

The proposed draft budget was discussed, with the Tax Base and Precept setting explained.

It was proposed by Cllr Davis, seconded by Cllr Bissett and **UNANIMOUSLY RESOLVED** to approve the 2024-2025 Budget this included an increase on the Band D cost of £88.08 to £92.76 and a Precept requirement of £14,800.00.

## **121/23/24 Date of Next Meeting**

The date of the next meeting 12<sup>th</sup> March 2024 raised concerns regarding attendance, it was therefore proposed by Cllr Davis, seconded by Cllr Bissett and **UNANIMOUSLY AGREED** to move the next meeting from the 12<sup>th</sup> March to the 5<sup>th</sup> March 2024 and update the Calendar of Meetings.

## **122/23/24 Dispensation Request (moved from agenda item 3)**

Following a passionate debate regarding the request from Cllr Nichols, with referral to a previous resolution, an explanation of the six-month rule and the process of vacancies on parish councils.

It was proposed by Cllr Church, seconded by Cllr Hues and **UNANIMOUSLY AGREED** to refuse the dispensation request received from Cllr Nichols.

It was noted the Monitoring Officer would be informed of Cllr Nichols inability to attend a Poulshot Parish Council meeting within the last six months.

## **123/23/24 Confidential Session**

It was proposed by Cllr Bissett, seconded by Cllr Davis and **UNANIMOUSLY RESOLVED** to go into a Confidential Session.

The Chair, Cllr Davis requested the members of the public to leave the meeting at 21:15

## **124/23/24 Minutes 7<sup>th</sup> November 2023**

It was proposed by Cllr Bissett, seconded by Cllr Church and **UNANIMOUSLY RESOLVED** to confirm the confidential minutes of the Full

# POULSHOT PARISH COUNCIL

Council meeting held on the 7<sup>th</sup> November 2023 as a true record. These minutes were duly signed by the Chair.

**125/23/24 Village Green Boundary**

Having thoroughly considered over several meetings the alleged issues and settled others, it was decided no further action was required.

**126/23/24 Village Hall Playground.**

There was further discussion about the playground, and its state of disrepair.

Meeting closed at 21:43

Signed.....  ..... Date.....  .....