

## MINAL PARISH COUNCIL

### Minutes of the Meeting Held on 13 May 2019 At 6.30pm in the Village Hall

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| <p><b>1. Present:</b><br/>John Bevan - Chairman<br/>Brian Devonshire – Vice Chairman<br/>Ruth Kolish<br/>Anna Whitehead<br/>Chris Webb<br/>Guy Gagen</p> | <p><b>Apologies Accepted from:</b><br/>Rob Bailey</p> <p><b>In Attendance:</b><br/>Sue Hine Clerk/RFO</p> |
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**Declarations of Interest:** None

- 2. Questions from the Public:** None

- 3. Minutes of the meeting held on the 11 March 2019**  
The Minutes were approved and signed by the Chairman.

- 4. Matters Arising –** See separate Matters Arising and Actions List

**5. Village Hall Salvation Army Clothes Recycling**

Rob Bailey, Chair of the Village Hall Committee, had written to Councillors advising that the Committee would like permission to have a Salvation Army recycling bin in the corner of the village hall car park. Councillors expressed concern that this was a focal point in the village and that observations of other recycling areas showed that fly tipping was common and therefore the area could look scruffy quite quickly. There was also concern that the village would not be able to donate sufficient clothing to provide a tonnes worth and make it worthwhile financially. The proposal was not approved by the Council.

**6. Rights of Way Update**

JB reported that Ramsbury Estates were not prepared to repair the Werg to Stitchcombe footpath and that they saw this as a County matter. JB has advised Steven Leonard at WCC who has agreed to inspect and repair the path as this is a public bridleway. The path sloping by the river has badly fallen away and is difficult to walk. JB has suggested to RE that the path be redirected to the base of the field where it is flatter but RE have declined this. Stephen Leonard has inspected and agreed to reinstate the path. **Action: Clerk to monitor with SL at WCC.**

AW stated that due to the cold weather the paths had not yet required cutting but that they would shortly.

JB reported that the new permissive path by Woodlands Road was now being well maintained by Andrew Ainslie. However AA says that the path is not being used by residents. This may be because last year the grass became very

overgrown and people became put off using it.

## 7. Planning

**7.1 Rectory Cottage, Woodlands Road 19/04034/FUL** - The Clerk advised that a new planning application for a two storey extension had been received that morning. This will be circulated to Councillors and the Parish Council's response is required by early June. It is noted that this is the house neighbouring that of Councillor AW.

**7.2 Werg Gardens 19/00957/FUL** - BD reported that building site signs had been erected on the Werg Gardens site and asked if the Clerk had heard anything. The Clerk reported that there had been some communication problems with emails being sent by Development planning that had not been received but that nothing to date had been received. Development planning had provided evidence the emails had been sent but they were not received. The Clerk checked the website email was working correctly and reported that no other emails had been missed.

**Action – Clerk to check with Development Management and view the planning portal.**

Note: Subsequent to Meeting: Date of decision is now 14 June 2019 and there appear to be superseded plans. **Action: Clerk to advise LL and Councillors to view.**

## 8. Highways Update

Deirdre Watson had reported that villagers waiting at the bus stop had complained about the rain in the road splashing the shelter. JB stated that there had been investigations about this in the past and this was due to a slight dip in the road at this point which was difficult and costly to action and may cause more problems with the road surface. Highways have advised that they have a strict rota for at risk drains which uses a considerable amount of their resource. Discretionary gully clearing is on request and subject to road closures which this would require.

**Action - CW to report whether 30mph sign from Stitchcombe requires re-alignment.**

## 9. Responsible Financial Officer's Reports

**9.1 Annual Accounts** - were circulated and the Clerk who is also the RFO reported that the Internal Audit had been completed successfully. The Clerk went through the Variances and stated that as regulations have changed and Councils are now reporting Assets as equipment, machinery as well as land an increase in our Asset Register was the main variance. Councillors approved the Annual Report and Accounts, proposed by BD and seconded by CW and these were signed by the Chairman and Clerk.

**9.2 AGAR** - The Clerk went through the Annual Governance Accounts and Return and Councillors approved the Annual Governance Statement. This was completed and signed by the Chairman and Clerk.

**9.3 Financial Statements from 12.3.19 – 31.3.19 and 1.4.19 – 13.5.19 and Expenditure against Budget statement**

Councillors approved the bi-monthly financial statements and budget monitoring statement and these were signed by the Chairman and Clerk. It was noted that the Parish Council has sufficient reserves to meet a year's worth of expenditure which is required governance. The Clerk reported that 50% of Parish Council's in Wiltshire have already increased their precepts to cope with more work being passed by County and more Parish Council's are expected to do so this year.

#### **10. Area Board Update and Neighbourhood Plan update**

BD is attending an Area Board meeting on 14 May 2019 and there was nothing significant to report from the previous meeting. DW had reported that work is continuing with landowners regarding potential sites for the neighbourhood plan.

#### **11. Any Other Business**

11.1 The Pump Parish Magazine has been cancelled by the PCC and appears to be replaced by a 2 sided Church newsletter. CW reported that this meant the website would play a greater role in providing information and dates of events and CW is hoping to have a short meeting with the social and other clubs of the village to work out a way forward. CW is meeting with Chris Franklin our website designer for a refresh of the site. AW asked if it was possible to sign up for alerts to website news to avoid the need for continual checking of the website. This would involve individuals consenting to their email addresses being held and CW will discuss with CF.

**Action – CF and CW.**

11.2 BD asked the Clerk if a VAT return was due and the Clerk will action this. **Action – Clerk.**

11.3 **Do Not Knock Stickers** – The Clerk had been contacted by Able Community Care with the offer of Free “No uninvited Caller stickers” and some information about avoiding scams. BD had suggested ordering 50 and the Clerk gave them to AW to give out at the next Minal Munch tea party. They will also be available at other village events.

**Meeting closed at 7.55pm – next meeting Monday 8 July 2019**