

MINAL PARISH COUNCIL

Minutes of the Parish Meeting Held on 14 March 2022 At 6.30pm in the Village Hall

Draft for approval on 9 May 2022

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| 1. Present: John Bevan - Chairman Brian Devonshire – Vice Chairman Rob Bailey – Vice Chairman Anna Whitehead Guy Gagen Lucy Kirkpatrick (via Teams) Adam Kebble | Apologies Accepted from: Caroline Thomas, County Councillor In Attendance: Sue Hine Clerk/RFO |
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Declarations of Interest for Matters being discussed: Councillor Lucy Kirkpatrick Planning approval PL/2022/01886 Southfields.

- 2. Questions from Members of the Public**
None

- 3. Minutes of the meeting held on 10 January 2022**
The Clerk had sent out the minutes and these were approved.

- 4. Matters Arising** – These had been circulated and updated Action sheet accompanies these minutes. The main actions have been transferred to Agenda items.

- 5. Playground Works**
The Clerk updated Councillors about the fund-raising efforts for the playpark. Tesco's community scheme has selected the playpark for its token scheme from Apr to June and the Landfill Trust has contacted us to apply following the expression of interest form completed by Councillor Brian Devonshire last year. The Clerk, BD and Adam Kebble have worked on this and the Clerk has obtained further quotes to meet the requirements of the application. Councillors approved plans to upgrade the matting element should funds become available and BD signed the paperwork which the Clerk will submit. The deadline for applications to the LFT is 18 March and the decisions will be made on 28 March 2022. **Action: Clerk**

- 6. Tree Survey**
The Clerk attended an inspection of the trees owned by the PC in Church field and the Church yard by local Arboriculturalist Sarah Duckworth. Councillors thanked Sarah for an excellent work. Several works have been identified. It was noted that whilst the PC cuts the grass in the Church (Burial) yard responsibility for the tree's rests with the PCC. The Clerk had hoped the PCC would share the cost of the day rate Tree surgeon suggested by Sarah. Councillors agreed that the Clerk would contact the Tree surgeon to remove the dead Sycamore

with a view to sharing costs with SD's job. **Action: Clerk**

7. Website

Following a spate of phishing emails and the precarious situation in Russia/Ukraine possibly resulting in increased hacking threats, Netwise had offered to upgrade our website to their version 2 which is more up to date and has better security for free. Councillors approved this upgrade. The Clerk noted that the layout is different but it is not difficult to update. Councillors also thanked Anna Whitehead for circulating a free phishing email service provided by Which.

8. Wiltshire Environmental Strategy and Carbon Footprint Tool

The Clerk had attended a Zoom session run by two universities who have launched a carbon footprint tool for use by Councils. The tool is being used to by some councils for raising awareness of carbon usage in their local areas. Wiltshire's Environmental Strategy has also been circulated. It was agreed to promote this on the website and Minal News. **Action: Clerk**

9. Fraud Busters

The Clerk had attended a Zoom Fraud session run by Avon and Wiltshire Police. The talk was useful with the range of online fraud being committed and how some fraudsters are targeting vulnerable people even impersonating police officers investigating cyber-crime. PC Ashley Jones does offer face to face sessions but would require a number of attendees. Councillors agreed to promote via the website and Minal news. **Action: Clerk**

10. Highways

10.1 Cat G Project – Eastern approach traffic calming

Councillor Lucy Kirkpatrick reported that the painting of tiger marks in the road is a one-off cost and if they wear off this is added to Wiltshire Council's repair schedule. It is hoped that the painting will be carried out by the end of March. Extending the footpath and building a pavement requires a new project form for Cat G and Councillors approved this. The matter of setting aside designated funds for this project was also discussed in conjunction with the proposed Reserves Policy. The PC is expected to make a 25% contribution. Steve Hind, Head of Highways will cost a solution. Councillors approved £2,500 set aside per annum. **Action: LK**

10.2 Woodlands Road

Despite there being an HGV restriction sign at the bottom of the road John Bevan said that he had recently seen an increase in huge vehicles coming down the road and then struggling to negotiate the turn onto the C6. He suggested that a no HGV sign be put at the top of Woodlands road to encourage drivers to use Greenways. The Clerk will write to Martin Cook, Highways Officer at WC, directly but LK will also raise this at Cat G. The Clerk suggested writing to the landowners and farmers to highlight the issue and ask them to advise drivers not to use Woodlands Road. **Action: Clerk, LK**

10.3 Werg – Cotswolds renovation works

BD and GG noted the condition of the bank opposite Cotswolds is in a poor

state with the contractors vehicles. JB said that this would be rectified at the end of the job.

11. Planning

PL/2022/01886 – Southfields.

This is Councillor Lucy Kirkpatrick's house and she gave an update to Councillors. LK did not participate in the vote which other Councillors approved.

PL/2022/01733 – Glebelands Trees. No objection.

PL/2022/01536 – Bridge Cottage Stitchcombe. AW noted that this was an interesting application being so close to the river that frequently floods. The flood defences seem sound and it was noted that this was a matter for the specialists at WCC. Although the house is bigger AK said that because it is turned around the overall profile has not changed. No objection.

12. Rights of Way

John reported that the new owners of Coombe Farm have carried out work on MILD 16 which are a great improvement.

13. Review of Asset Register and Risk Assessment for AGAR. Proposed Reserves policy

The Asset Register and Risk Assessment had been updated and circulated. Councillors approved both documents. The Clerk had also drafted a Reserves policy to enable the Council to make provision for future projects. Councillors approved the Reserves Policy.

14. Clerk/Responsible Financial Officer's reports

The financial statement, Budget against Expenditure and the balances were verified by Adam Keble. Councillors approved ongoing subscriptions to ARK, NALC/WALC and CPRE. The Clerk will prepare the Annual Accounts for the AGAR at the end of the financial year.

15. Any Other Business

The Clerk and John Bevan have received thanks from George Stone's family for supporting him with Aster housing who have now allowed him to stay in Berryfield and take over the tenancy.

Brian Devonshire reported that the pub sale has not been finalised due to some problems. This was disappointing news for the village.

**Meeting closed at 8.15pm Next meeting Monday 9 May AGM at 6.30pm
and Council meeting at 7.00pm**