

## MINAL PARISH COUNCIL

Minutes of the Parish Meeting Held on 9 May 2022  
At 7.00pm in the Village Hall

Draft for approval on 11 July 2022

1. **Present:**  
John Bevan - Chairman  
Brian Devonshire – Vice Chairman  
Lucy Kirkpatrick  
Adam Kebble
- Apologies Accepted from:**  
Caroline Thomas, County  
Councillor, Rob Bailey  
Anna Whitehead, Guy Gagen
- In Attendance:**  
Sue Hine Clerk/RFO

**Declarations of Interest for Matters being discussed:** None

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

3. **Minutes of the meeting held on 14 March 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.

### 4.1 Emergency Plan

The Clerk has made some additions and amendments to the previous draft and this is now with GG for comments. Councillor LK asked what the scope of the emergency plan was as her work has involved emergency planning. The Clerk said that the Government had asked parishes to look at what actions could be taken in the event of severe weather events and power outages in addition to the normal PC risk management. Many isolated villages have applied for grants for generators to enable a focal point for providing shelter and heating food in the event of a prolonged loss of power. The problem is that generators require maintenance, regular use and the storage of diesel fuel which impacts the village hall insurance. It was agreed that Mildenhall's proximity to Marlborough and mixed power supply did not require a generator.

### 5. Playground

The playpark has been awarded a grant of £5000 from the Land Fill Trust. Works will start at the beginning of July. In the meantime Sarah Foard of Church Lane has emailed the Clerk with some suggestions for the playpark which had been circulated to Councillors. SF feels that the playpark offers insufficient equipment for young children and that some of the current equipment is not suitable for younger children eg zip wire and roundabout. Councillors discussed this at some length as the playpark is recognised for being suitable for all ages with adult exercise equipment and play equipment to

challenge children. Anna Whitehead and Guy Gagen had also sent their comments via email. Councillors value the input of parishioners and welcome SF's suggestion for fundraising for a new piece of equipment. At the present time resources are focussed on the refurbishment programme. Whilst there is always space for improvement space is limited in the playpark and costs of moving and siting equipment have to be considered. In many cases the funding obtained for the playpark was for certain equipment so it cannot be removed as part of the conditions of the grant. It was also noted that no other complaints or suggestions have ever been received and in general the playpark is popular because it is different to other local facilities. Councillors Adam Kebble and Lucy Kirkpatrick will meet in the playpark to measure the spacing that would be required for the equipment SF suggested.

BD had informed the Clerk that the gate post from the road entrance is broken and the Clerk is seeking a quote from Joe Pittams.

**Action: AK and LK to look at playpark space and discuss with SF. Clerk to get gate post fixed. Clerk to write to SF**

#### 6. Tree Update

The Clerk has found an alternative tree surgeon who has provided an estimate. Councillors approved the estimate. The Clerk has obtained a 5-day notification for the removal of the dead Sycamore in the church field as this is in a conservation area and requires immediate removal. JB will act as a contact point on 19 & 20 May for Phil Hawkins of Bush Life.

**Action: JB**

#### 7. Planning Applications

**Poulton Mill Equine Clinic 21/04663/FUL** The Clerk reported that a representative of the North Wessex AONB had visited the site at Poulton Mill with CPRE representatives who have spent a lot of time researching this application. Amendments have been made to the plans including the removal of one bridge, course of the driveway and additional splays on the highway but the 7m high barn and its consequent effect on the wildlife and ecology remains. Most opinion locally is that this is an unsuitable site. The Planning Officer will make his decision shortly. If approved by the planning officer it will go to the Eastern Area Planning Committee most likely in June and John Bevan will attend. **Action: JB**

#### 8. Rights of Way

No issues to report. BD mentioned the Werg path by the river and this will be talked about in more detail another time. Subsequent to meeting Wiltshire Council have notified that CATGs will be renamed Local Highways and Footpath Improvement Groups and will have a remit for improvements as well as new projects and increased funding.

#### 9. Clerk/Responsible Financial Officer's reports

The financial statement, Budget against Expenditure and the balances were verified by Brian Devonshire. BD requested that the Burial Fees were reviewed this Autumn at Budget time.

## **10. AGAR – Annual Governance Review**

As Councillors have previously reviewed and approved the Financial Regulations and Risk Assessment, Councillors approved the measures in place for governance and the Clerk and Chair signed the Section 1 of the AGAR governance statement.

## **11. Approval of Annual Accounts and AGAR**

The Clerk advised that the internal audit is complete with no issues and Councillors approved the Annual Accounts and the Application for an Exemption Certificate. The Clerk and Chair signed the AGAR form. The Clerk will send the Exemption certificate and organise the public rights notice on the website and notice board. **Action: Clerk**

## **12. Any Other Business**

### **12.1 Website**

The website now has a contact form and the clerk is receiving queries through this. Some are spam so will be monitored.

### **12.2 Church Car park gate**

JB reported that a car in the church car park had damaged the gate and it was agreed to ask Joe Pittams for a quote for this too. **Action: Clerk**

### **12.3 Contribution to Memorial Bench for Bob Barnett**

Brian Devonshire proposed £200 contribution to a memorial bench for Bob Barnett on the playing field which had been proposed by Clive Schofield of the Sports and Social Club and this was approved by all Councillors. **Action: Clerk**

### **12.4 Grass Cutting in Church yard and carpark for 11 June 2022**

The Clerk will ensure that the grass is cut for the wedding on 11 June 2022. **Action: Clerk**

**Meeting closed at 8.15pm    Next meeting Monday 11 July at 6.30pm**