Atworth Parish Council

Minutes of a Meeting of the Parish Council held on Wednesday 18th September 2019 at 6.45pm in Atworth Village Hall

www.atworth.org

Present:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Richard Clark (RC) (vice-chair), Kathy Hartley (KH), Arnold Snowball (AS) Andrew Gooding (AG), Heather Chaplin (HC), and Cllr. Phil Alford (Wiltshire Council)

Clerk: Phil McMullen

Ref. **Agenda items**

050/20 1. **Welcome**

EGS welcomed those present to the meeting this evening.

051/20 2. **Apologies for absence**

The Clerk reported that apologies had been received from PCSO Maggie Ledbury

052/20 3. **Declarations of interest**

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 17th September 2017

It was noted that RC and AS are trustees of the Atworth Village Hall Charity.

053/20 4. **Questions to the Chair of the Council by Members of the Public**

Public speaking time is restricted to 15 minutes in total

Public Participation

There was one member of the public at the meeting this evening, who wanted only to observe.

Reconvene meeting

The meeting was reconvened.

054/20 **5. To Receive Reports from our partner organisations**

5.1 Police report

PCSO Maggie Ledbury reported via email:

ED12 – Shaw, Whitley, Atworth, Broughton Gifford, Beanacre, Bowerhill and Berryfields

August showed 41 reported crimes for the beat area against the average of 34.8 offences for this same month over the last two years. There are no exceptions within the data.

5.2 Wiltshire Councillor

Cllr. Alford mentioned a current public consultation being undertaken by Wiltshire Council on a change to tax banding for those in receipt of universal credit (but not pensioners). The area board had presented an update on the campus in Melksham. Melksham Town Council has requested a boundary review, which has not been welcomed by Melksham Without Parish Council.

5.3 Village Hall committee

RC reported that a letter had been received regarding two trees that were dead or dying and needed to be removed. RC had obtained a quote for the work, and was seeking a further quote to include any additional work that might potentially be needed in the near future.

RC further noted that a bid had been submitted to Melksham Area Board for a grant towards the cost of replacement tables and chairs in the Village Hall as the existing stock was becoming unstable.

5.4 Atworth Youth Club

There was no report received. Helen Alford is no longer the Chair of the group. It was not known who the new chairperson is, but Cllr. Alford promised to email contact details to the Clerk.

5.5 CATG report

RC reported that he had formally drafted a request for the extension of the double yellow lines leading into Mead Park, Atworth.

Atworth Parish Council has already agreed to pay for this work.

EGS summarised the Parish Council's proposal following a meeting with the police on site. On the Western side looking into Mead Park, double yellow lines would extend a bit further up from the corner. On the right hand (eastern) side, yellow lines would be painted only outside the driveway of number 1 Mead Park – this would in effect create a passing place for vehicles entering Mead Park.

RC went on to explain that we had also agreed adding additional double yellow lines at two other locations which he had submitted to CATG for approval. The first was at the entrance to Clock Tower view where we would like to have double yellow lines on both sides of the road. The other location is at the entrance to Fleetwood Rise, where we would like double yellow line installed both sides of the road.

The next CATG meeting takes place on 17th October in Melksham Fire Station.

055/20 **6. Planning Applications**

6.1 Application Ref: 19/06790/FUL

Councillors to note that Wiltshire Council have now published an updated ecology report for the application 19/06790/FUL which Atworth Parish Council considered at their August 2019 meeting.

Copy of Updated Ecology Report: http://bit.do/APCecology

The Clerk was asked to inform Wiltshire Council that the council had considered the amendment to the application and wished to make no further comment.

6.2 Application Ref: 19/06772/FUL

Councillors to note that Wiltshire Council have now received amended plans for the application 19/06772/FUL (Loft conversion with rear extension to roof and first floor extension over garage at 35 Godwins Close, Atworth) which Atworth Parish Council considered at their August 2019 meeting.

Councillors noted that Wiltshire Council had issued an amendment to the application, and made no further comment.

Full details are available to view on their website at: http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx

056/20 **7. Minutes of Previous Meeting**

7.1 To consider, approve and sign the minutes of the Parish Council Meeting held in August 2019

Link to copy of Minutes

Proposed by AS, seconded by KH and all those present were in agreement that the minutes represented a true record of the meeting. The minutes were presented to the Chairman for signature.

057/20 **8. Clerk's Report**

Updates on the following actions arising from previous minutes:

8.1 Parish Steward – The Clerk informed the meeting that he would be providing the Parish Steward with a worksheet w/e 20/9 and asked that any further urgent works be submitted via himself.

8.2 Village benches – the Clerk reported that he had submitted a reminder in September to the preferred company to inform him when the benches which matched the existing stock were available for order once again (he had previously been informed of a 10 week lead time, which was due in October)

058/20

9. Finance

9.1 Council to note successful conclusion of External Audit for the period 2018/19

https://atworth.org/2019/07/23/details-of-external-audit-2019/

Councillors unanimously resolved to adopt the external auditor's report for the year.

9.2 Approval of Payment Schedule and authorisation of cheques

Approvals for the meeting taking place in			September 2019				
Date	**Payee Name**	**DD/Chq**	**Net £**	**VAT £**	**Gross £**	**Payment Details**	**Approved By**
	PKF Littlejohn	DD	200.00	40.00	240.00	External audit fees	
	PM via Amazon	DD	27.97		27.97	HP printer ink cartridges	
	Wilts Council Planning	DD	40.00		40.00	Planning enquiry re.clocktower	
	Philip McMullen	DD	379.76	-	379.76	Salary and Office Allowance	
	HMRC	DD	94.94	-	94.94	HMRC income tax for wages	

The Clerk pointed out that should it be agreed by the Council to proceed with an application to Wiltshire Council to establish whether Planning Permission was needed for the Clock Tower lighting project, there would be a charge for the enquiry of £40 payable to Wiltshire Council, and that therefore provisional approval was needed to spend that sum should it later be agreed. The payment schedule was proposed by AG and seconded by AS and all were in favour.

Atworth Parish Budget Monitoring 2018/19
September 2019

	Annual Budget	Spend to date	Balance Remaining
Expenditure	£	£	£
CLERKS SALARY	5,600	2,345	3,255
CLERK'S OFFICE EXPENSES	560	235	325
WI VILLAGE CLEAN & TIDY	580	288	292
GENERAL ADMIN	250	75	175
INSURANCE	4,300	2,119	2,181
WALC	500	454	46
SLCC	50	43	7
BENCHES	2,300	-	2,300
SID DEPLOYMENT	400	13	387
VILLAGE MAINTENANCE	1,690	665	1,025
AUDIT FEES	300	75	225
VILLAGE HALL RATES	130	-	130
REC RATES	170	-	170
VILLAGE HALL	4,500	45	4,455
WATER RATES	160	143	17
GRASS CUTTING	4,500	301	4,199
ARMISTICE WREATH (S.137*)	20	-	20
YOUTH CLUB RENT	30	-	30
PRESENTATIONS	100	65	35
HIGHWAYS WORK	2,500	-	2,500
COMMUNITY RESILIENCE EQUIPMENT	200	-	200
NOTICE BOARDS	1,500	-	1,500
VILLAGE ENHANCEMENTS	1,250	55	1,195
CLOCK TOWER SITE IMPROVEMENTS e	250	4,094	- £3,844
VAT		978 -	978
Total Expenditure	**31,840**	**11,993**	**19,847**
Income	**£**	**£**	**£**
PRECEPT	28,521	14,261	14,261
B/F from existing balances	3,319	-	3,319
Grants		-	-
Interest			-
HMRC Tax refund	-	41 -	
VAT refund		-	0
Total Income	**31,840**	**14,220**	**17,580**
Net Expenditure	**-**	**(2,226)**	**2,267**

Balance Brought Forward	***20,216***
Current Balance (Cashbook)	**22,442**
Current Balance (Deposit A/c)	**-**
-Current Balance (Bank)	**22,443**
=Unpresented cheques	*1*

Acceptance of the Budget Monitoring Statement was Proposed by AG and seconded by AS and approved by all. The Clerk confirmed that the Village Hall and Recreation Ground rates for the year had been paid immediately upon receipt of the bill from Wiltshire Council in March of 2019, which explained why payments were absent from the 2019/20 budget which ran from April.

059/20 **10. Agenda items**

10.1 Project: Lighting the Clock Tower

The Clerk explained that Cllrs. AS and RC and himself had met with a representative of Wiltshire Council Highways Dept. at the site earlier in the month to discuss the viability of the project. The Parish Council was advised to apply to Planning to establish whether planning permission was needed, and to contact residents in the immediate vicinity to establish whether they had any concerns. The initial approach to Planning would cost £40. A sketch of the proposal would be required along with the dimensions of the clock tower (the latter of which were submitted to the Clerk by RC). AS submitted an outline draft of a proposed letter to residents. The Clerk was asked to formalise this and return to AS who would deliver by hand.

AG proposed and HC seconded that the Clerk apply to Wiltshire Council to establish whether Planning Permission was needed. A vote was taken and all those present were in approval.

060/20 **11. Correspondence**

There was no correspondence of note reported this evening

061/20 **12. Any Other Business**

AS mentioned that he had approached Poplar Farm on Bradford Road with a view to using an area of unused land there for visitor parking for the museum, the church and the school. He had spoken to the tenant farmer there with the idea, who had explained that we first needed to approach Sir James Fuller. It was agreed to add this to the agenda next time.

062/20 **13. Date of the Next Meeting of Atworth Parish Council**

30th October 2019 – 6.45pm in Atworth Village Hall

Future meeting dates this year were agreed as follows:
November 27th in the village hall
December 18th in the village hall

Meeting closed at 20:30

Signed……. **Date …….**