Atworth Parish Council
23 Kingfisher Drive, Bowerhill, MelkshamT Wiltshire SN12 6FH Tel 07939 877273
Chairman: Councillor David Winnie Clerk : Mrs Juliette Finch

All Parish Council Meetings are open to the Public and Press

Wednesday 19th October 2022

To All Members of Atworth Parish Council

Dear Councillor,

You are summoned to a meeting of Atworth Parish Council, at Atworth Village Hall on **Wednesday 19th October 2022 at 6.30pm.** The meeting will consider the items set out below.

If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email clerk@atworth.org or phone 07939 877273. The Clerk will then guide you with the process the meeting will take and assist you with any GDPR requirements you might have.

Council is asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status, and any disability; Crime and Disorder, Health and Safety and Human Rights).

Before the meeting there will be a public session to enable the people of Atworth to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

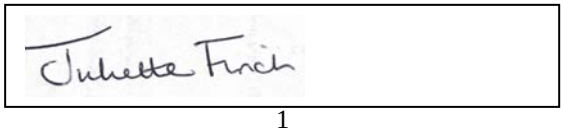
Photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted under the openness of local Government Regulations 2014 (England Only). A person may not orally report or comment about a meeting as it takes place if he is present during the meeting of a parish council or its committees but otherwise may:

Film, photograph or make an audio recording of a meeting.
Use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.
Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the Clerk prior to the meeting as there is policy and General Data Protection Regulations 2018 which must be followed.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk or email address (clerk@atworth.org)
at least 24 hours before the meeting so that every effort may be made to provide access.

Juliette Finch
Parish Clerk
12th October 2022



6.30pm Public Question Time

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

Agenda

58/22Acceptance of apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act1972, members present must decide whether the reason(s) for a member's absence are accepted.

59/22 Dispensations

Council is asked to discuss any written requests for dispensation the Clerk may have received from Councillors.

60/22 To receive declarations of interests Local Authorities

Declarations of Interest members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).

61/22 Exclusion of the Press and Public Standing Order #1c

The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.
Council is asked to discuss excluding the Press and public for any item listed on the below Agenda. The Clerk advises Council that there are no items that the Press, and Public will need to be excluded on the agenda.

62/22 To receive and sign the minutes of the meeting held on 27th September 2022 (Previously circulated) LGA 1972 Sch 12 para 41(1)

63/22 Chairman's announcements

64/22. Co-option

Council is asked to note that no applications have been received. The Parish Council has 5 spaces for Parish Councillors at present and is actively welcoming people who would like to be co-opted to the Council to support the work programme. The Parish Council will be writing to Village groups to share details of the vacancies, and warmly encourages anyone to come forward if you have ideas and a little time to spare.

65/22. Reports from Partner Organisations

a.Report from Wiltshire Councillors

b.Village Hall Committee – Report from Richard Clark

c. Youth Club – Report from Cllr Palmer

66/22 Footpath, Footway and Highways issues – Cllr Telling

67/22 Planning Applications

Clerk confirms that there have been no planning applications received since the last meeting.

68/22 Matters Arising

See copy of log previously sent

Additionally

i. Death of Her Majesty Queen Elizabeth II – Atworth Parish Council's condolence book to be sent to Wiltshire Council Archive. Would St Michael's like theirs sent too?
ii. Neighbourhood Plan – Parish Clerk has contacted Place Studio They will be able to begin after Christmas. Would Councillors like them to present at the January meeting?
iii. Ordering of Wreath for Remembrance Day -in place. John Day to repair anchor point.
iv. The Village Magazine – have we received an update from Shaw and Whitley about contributing to their already existent magazine?
v. Councillors are asked to consider an application for Grant assistance from St John's Ambulance for Community transport. Would Councillors like the Clerk to invite the applicant, Louise Jones to present to the Council at the October meeting?
vi. Wiltshire Warm Spaces (email sent to Councillors 11th October refers) Would Atworth like to offer a 'Warm Space' for the Parishioners of Atworth and have it included on the Wiltshire Map?

69/22 Clerk's Report

a. Update on training, general correspondence
b. Investigation of Designed for purpose Parish Council website – Approached Hugo Fox as per Council's instructions and **in progress**..
c. Second Precept Payment – **has been received**.
d. Purchase of Offline Storage – suggestion is that we use Office 365 at a cost of £5.99 a month or £60 annually to protect Parish data from loss of laptop, unavailability of Clerk – **in progress.**

70/22 Finance

a. Payments LGA 1972 s150 (5)

i. Invoices

ID Verde October Payment £372.33
West Country Taverns Ltd (White Hart Function Room) £40
Clerk's October Wages £584.12
Clerk's Stationery Expenses £23.00
HMRC £168.38

Balance as at 31st August 2022 £36603.53 with an estimated £10k of payments being authorised for payment from this.

b. **Update on Lloyds Bank Situation – still ongoing**

71/22 Budget Preparations - Council to agree its objectives for next year at a meeting to be held in early November. Council is asked to decide on a date for this meeting

72/22 Parish Steward

Council is asked to discuss a list for the next Parish Steward visit.
(The Parish Steward can only complete works listed below)

- Hand clearing and cutting of growth from drainage grips and drain gully covers.
- Hand clearing of blocked drainage gullies, culverts, pipes and pit3
- Clearing storm debris from the roads and footways
- Clearing collision debris, clinical waste etc.
- Pedestrian barriers repairs, preparation, and painting
- Cleaning, re-installation and straightening of small road signs, street nameplates and bollards.
- Installation of small road signs, verge marker posts and supplied street nameplates
- Removal of limited graffiti from road signs, bollards, and street nameplates
- Hand cutting of grass and vegetation in visibility areas
- Hand treatment of weeds in rural areas
- Removal of Ragwort and other noxious weeds
- Clearance of encroaching growth and soils from footways
- Repair of minor surface defects in roads and on footways

Email received from Effie (copy sent to Councillors) Parish Steward contacted for action. Parishioner contacted and updated.

73/22 Village Maintenance

i. John Day to be asked to ensure that there is an anchor pin in place on the War Memorial to avoid a recurrence of last year's wreath being blown across the road.- **in progress**

ii. Council to decide on the removal of the whips to enable the Parish Steward to mow the grass easily.

iii. Asbestos Removal from the bus stop and whether John Day would be able to install a replacement roof. Quote accepted. Company arriving to

iv. John Day has advised that the costs of renovating the bench currently stored in the APC Container would far exceed the costs of purchasing a new one. PC investigated. **Quotes sent to Councillors. Decision to be made.**

v. The purchase of a fit for purpose Flag Pole. Clerk has requested quotes of flagpoles with internal hoist mechanism to deter vandalism and remove need for ladders.

74/22 Review of Risk Register and Aims Objectives. To ratify discussions at Work Day 10th August

Date of Next Meeting Wednesday 16th November at 6.30pm Atworth Village Hall