

MINUTES OF THE CALNE WITHOUT PARISH COUNCIL

LANSDOWNE HALL, DERRY HILL MONDAY 3 JULY 2017 19.30

COUNCILLOR ATTENDANCE

Present (P): Apologies Received (A): Did Not Attend (X)

Richard Aylen	P	Sue Baker	P	Nigel Cole	A
Jim Cook	P	Christine Crisp	P	Richard French	P
Rob Hislop	P	Ed Jones (Chair)	P	Lord Lansdowne	A
Matt Maddicks	P	Charlie Oram	P	Ioan Rees	P
Keith Robbins	P	Adrian Satchell	A	Barry Satchell	A

1. APOLOGIES FOR ABSENCE

Council approved all Councillor apologies unanimously

2. PUBLIC SPEAKING / PUBLIC CORRESPONDENCE

PUBLIC SPEAKING

There were no public speakers for items not on the agenda.

PUBLIC CORRESPONDENCE

No written correspondence had been received.

3. DECLARATIONS OF INTEREST

Councillors declared no personal or prejudicial interest on any agenda items.

4. CHAIRMAN ANNOUNCEMENTS

Councillor Jones advised there were no announcements.

5. PREVIOUS MEETING

Minutes of meeting 5th June 2017.

Councillor French Proposed minutes be accepted, Seconded Councillor Oram, agreed unanimously.

Minutes signed as a true accurate record, RESOLVED.

6. ACTIONS BROUGHT FORWARD

Actions from the previous meeting were reviewed; the following positions noted:

Stockley Notice Board

Councillor Baker provided an estimate from Mr Fowler for £810 for an oak notice board. It was not clear if the estimate included fitting or the details of the proposed board, on the estimate.

Council discussed the need and agreement was that an oak notice board at Stockley was required. No budgeted costs were agreed.

Councillor Jones Proposed, Seconded Councillor Rees that:

Councillor Baker should ascertain the details for the notice board
quoted by Mr Fowler. Baker

Clerk to seek further quotations of similar specifications to enable
Council to compare specifications and estimated costs and agree way
forward. Clerk

Proposal agreed unanimously, RESOLVED.

Studley Bins

Councillor Robbins explained the progress made with establishing Studley bin requirements and placement. His view was that three bins were required which he estimated would be about £130 inclusive of posts, exclusive of vat, plus on going weekly emptying costs.

There was discussion on suggested placement, fixing, community consultation and Wiltshire Council agreement.

Council was agreement in principle on the need, but budgeted costs

were not agreed.

Councillor Cook Proposed, Seconded Councillor Ayles that Councillor Robbins should continue investigations, taking into account what had been discussed, to provide Council with a proposal sufficient to action at the next meeting,
Proposal agreed unanimously, RESOLVED.

Robbins

Mile Elm Highway Improvements

Councillor Jones updated council following an update from Wiltshire Council at CATG. Wiltshire Council required further information on accidents over the six month winter period before making decisions on the effectiveness of the highway improvements.

Councillor Rees enquired about the statistics on which the speed awareness was decided. He considered that speed awareness signage is not proved to slow traffic down in the long term. Councillor Jones advised that Wiltshire Council were also not enthusiastic with the benefits of such signage.

Sun Edison funding would remain allocated to speed awareness signage until Wiltshire Council had decided on effectiveness.

Councillor Jones advised Wiltshire Council had agreed to white lining at the bottom of Derry Hill, which was being taken forward.

Church Road Safety Review

Councillor Maddicks advised that the committee had not yet met to agree TOR for consideration.

Maddicks

Stockley Large Lorries

Council not progressing further at this time.

Councillor Vacancies

Wiltshire Council Electoral Services advertising rules circulated.

7. ACCOUNTS

Cheques for Payment

Proposed cheques for payment presented by Clerk.

641	Clerk Salary	2134.29
642	Clerk HMRC	533.57
643	SLCC Clerk Staff Association	93.00

Councillor Cook Proposed council accept cheques for payment,
Seconded Councillor Robbins.

Proposal agreed unanimously, RESOLVED.

Balance & Expenditure Statement

Balance and Expenditure statement presented by Clerk.

Councillor Oram Proposed council accept balance and expenditure statement, Seconded Councillor Cook.

Proposal, agreed unanimously, RESOLVED.

8. PLANNING

Councillors considered all outstanding planning applications and raised discussion on the following applications:

17/03715/FUL

Erection of Four Residential Dwellings

Land at Marden Farm Stockley Lane Calne

Councillor Baker updated council on response made to above application seeking assurance that there will be an adequate distance between the landscape planting and the ditch to enable machinery to maintain the ditch from time to time.

14/09744/WCM

Retain and extend existing Materials Recycling Facility including transfer activities, screening bund and ancillary activities and development

Lower Compton Waste Management Facility, Lower Compton
Councillor Rees raised the disappointing decision made on this application after the significant time and effort, which had gone into fighting the application, by the local group and local councils.

17/03035/REM AMENDED

Erection of 53 no. Dwellings with Public Open Space and Associated Infrastructure

Land at Former Blounts Court Nursery Studley Lane Studley, 13/7/17

Mr Fitter had asked to speak on the application; he introduced himself and advised his experience. After thanking council for the previous discussions and response, he detailed his views on the revised application.

Wiltshire Council had not specifically addressed any of the suggestions raised and Crest had not been asked to make any changes by Wiltshire Council.

There appeared to be a lack of documents in the public domain and a lack of coordination with Council departments and involvement of key authorities. There were also concerns about the pedestrian only crossing and its location.

In summary he concluded the best way forward was for the application to be called in and for a meeting to be arranged between Highways, Planning and the Parish Council.

Council then continued discussion on the current position and possible Council response. Councillor Rees asked if Councillor Crisp could be a broker in arranging a meeting of Highways, Planning and the Parish Council.

Councillor Crisp considered that it was not necessary to reiterate the previous response but that the best action would be to concentrate on the main issues and make a strong case.

Councillor Cook asked Councillor Crisp for her recommendation on the best way forward in order to achieve the desired action.

Councillor Crisp advised that the application should first be called in and that she would try to arrange a private meeting between Highways, Planning and the Parish Council.

The main issues are the crossing point situation, which dictated the design and layouts of the development, stressing the crossing, highway issues and the relationship to the fundamental planning layouts.

It was Proposed by Councillor French, Seconded by Councillor Robbins, that Councillor Crisp would call in the application and would try and arrange meeting between Highways, Planning and the Parish Council.

Agreed unanimously RESOLVED.

It was Proposed by Councillor Cook, Seconded Councillor Aylen that if a meeting was arranged by Councillor Crisp with Wiltshire Council officers that the Parish Council representatives would be Councillor Jones and Councillor Rees.

Agreed unanimously RESOLVED.

It was agreed that if and when called in, the speaker on behalf of the Parish Council would be Councillor Ayles or Councillor Robbins. Agreement on other attendees and content would be discussed further.

The response date for response on this application is the 13th July, the Clerk proposed that, all councillors who had comments send concise bullet points on the main issues to the Clerk by the end of Friday 7th July, and this process was agreed unanimously. Clerk

9. SUN EDISON PROJECT SUB GROUP

Councillor Maddicks advised there had been no further requests for funding. There was nothing further to update.

10. CALSTONE BRIDLEWAY

Councillor Hislop updated council on the background, problems and latest position with proposed diversion of Bridleways 89(Part) and 89A Calne Without at Calstone.

11. COUNCIL ORDER DOCUMENTS

- .1 No changes to Code of Conduct, Financial Regulations, Risk Schedule, were received from Councillors. The Clerk therefore proposed that the 2016-17 Code of Conduct, Financial Regulations and Risk Schedule documents be accepted for 2017-18 with no change.

Councillor Jones, Proposed council accept Code of Conduct, Financial Regulations and Risk Register documents for 2017-18 with no change, Seconded Councillor Maddicks, agreed unanimously. Code of Conduct, Financial Regulations, Risk Register documents accepted for 2017-18, RESOLVED.

- .2 Changes for Standing Orders document were received. Each proposal was discussed and agreed with any amendments by Council. An updated Standing Order document will be proposed for acceptance at the next meeting. Clerk

.1 Councillor Vacancies

It was proposed by Councillor Rees that rules are adopted for Councillor Vacancies. Councillor Cook raised the process for vacancies occurring at election time, which was discussed as a possible amendment to the proposal, after discussion it was decided there would be no counter proposal raised. Councillor Robbins seconded the proposal. Proposal agreed by majority decision, RESOLVED.

Councillor Vacancies Agreed Proposal

When a Councillor vacancy occurs, it must first be advertised by Wiltshire Council. A by-election will be held if, within fourteen days, a poll is claimed by ten electors. If a poll is not claimed, the vacancy may be completed by co-option. Council will decide how to organise the advertising and process to fill the vacancy.

When the vacancy is available to be completed by Council co-option, the vacancy will be advertised for at least six weeks:

- *at least once, in one or more local papers*
- *prominently in the parish council website*
- *on all council notice boards*
- *by any other appropriate means, agreed by council*

All proposed applicants shall be invited to meet councillors and give a short presentation on why they would like to be a councillor and what

benefits they can bring to the community. Council will review and agree the acceptability of proposed applicants and by majority decision select a new Councillor. The co-opted person will complete the Declaration of Acceptance of Office and serve for the remainder of the term of the Councillor replaced.

.2 Councillor Meeting Non Attendance

It was proposed by Councillor Rees that rules are adopted for non-attendance at Council Meetings.

Council discussed the proposal, Councillor Rees Proposed acceptance, Seconded by Councillor Robbins for the proposal below.

Proposal Councillor Rees

If a Councillor fails throughout a period of six consecutive months from the date of his last appearance, to attend any Council meetings, they will cease to be a Member of the Council, unless the failure is due to some reason approved by the Council before the expiry of the six months.

The responsibility for ensuring that a member of council does not vacate his or her office through continuous failure to attend meetings rests entirely with that individual councillor.

Attendance at a meeting of any committee or sub committee of the council, or at any joint committee, joint board or other body by whom for the time being any of the functions of the council are being discharged or who were appointed to advise the council on any matter relating to the discharge of the council's functions and as representative of the council at a meeting of any body of persons shall be deemed to be attendance at a meeting of the council.

The Clerk shall maintain an on going record of member attendance at full Council meetings and publish that record for at least the previous year on the parish web site.

If a Councillor has not attended a full Council meeting for more than four months, an agenda item will be added to the next meeting after the expiry of the four months, for the Councillor to advise Council on any reason for non attendance and/or advise other eligible meetings attended

Councillor Baker suggested to exclude the sentence on the maintenance and publication of at least a twelve month record of attendance as the information was already available on the website.

After discussion on this suggestion, Councillor Cook proposed an amendment to the proposal, Seconded Councillor Baker, to exclude the sentence on the maintenance and publication of at least a twelve month record of attendance.

Proposal Councillor Cook

If a Councillor fails throughout a period of six consecutive months from the date of his last appearance, to attend any Council meetings, they will cease to be a Member of the Council, unless the failure is due to some reason approved by the Council before the expiry of the six months.

The responsibility for ensuring that a member of council does not vacate his or her office through continuous failure to attend meetings rests entirely with that individual councillor.

Attendance at a meeting of any committee or sub committee of the council, or at any joint committee, joint board or other body by whom for the time being any of the functions of the council are being discharged or who were appointed to advise the council on any matter relating to the discharge of the council's functions and as

representative of the council at a meeting of any body of persons shall be deemed to be attendance at a meeting of the council.

If a Councillor has not attended a full Council meeting for more than four months, an agenda item will be added to the next meeting after the expiry of the four months, for the Councillor to advise Council on any reason for non attendance and/or advise other eligible meetings attended

Council voted for the two proposals.

Councillor Cook amended proposal was voted 8 For and 2 Against.

Councillor Rees proposal was voted 2 For and 8 Against.

Councillor Cook proposal approved, Proposal RESOLVED.

.3 Publication of Minutes

It was proposed by Councillor Rees that rules are adopted for publication of minutes.

Council discussed the proposal, and agreed that councillors be given a short time to make comment on the minutes, prior to publication on the council website. Councillor Rees updated his original proposal to take account of this discussion.

Publication of Minutes, Agreed Proposal

Draft minutes of a council meeting shall be published on the council website, for public inspection, no later than three weeks after the date of the meeting.

Councillors will have had a short time to review; the Clerk will make such amendments that may be necessary before they are made public.

Draft minutes shall be marked DRAFT and include a rider that MINUTES MAY BE UPDATED BEFORE THEY ARE APPROVED AT THE NEXT PARISH COUNCIL MEETING.

Proposed by Councillor Rees, Seconded Councillor French

Proposal agreed unanimously, RESOLVED.

.4 Meeting Agenda

It was proposed by Councillor Rees that rules are adopted for Meeting Agenda.

Council discussed the proposal, the following wording Proposed by Councillor Rees, Seconded Councillor Cook, that the proposal be agreed with the addition that publication is on the website.

Proposal agreed unanimously, RESOLVED.

Meeting Agenda, Agreed Proposal

The agenda of a meeting shall be published on the council website at least three clear business days before the meeting and shall include a brief description of the purpose of each agenda item.

No decisions of the council shall be made under agenda Other Items.

.5 Public Speaking

It was proposed by Councillor Rees that rules are adopted for Public Speaking.

Council discussed the proposal, the following wording Proposed by Councillor Rees, Seconded by Councillor French.

Proposal agreed unanimously, RESOLVED.

Public Speaking, Agreed Proposal

If the public wish to speak on an item on the agenda, such speaking will be immediately before that item, but prior to Council discussion on that item. Such public speaking will follow the rules in Standing Orders Section 3 Meeting Generally.

.6 Invoicing

It was proposed by the Clerk, that all payments for services or

purchases paid by the council must have an invoice addressed to Calne Without Parish Council. If the invoice includes VAT the invoice must detail the VAT amount and the VAT reference number
Council discussed the proposal, the following wording Proposed by the Clerk, Seconded by Councillor Jones.
Proposal agreed unanimously, RESOLVED.

12. CHARITY REQUESTS

Due to time constraints this item was not discussed, but will be added to the September agenda.

13. OTHER ITEMS RAISED

There were no other items raised.

Meeting closed: 21.45
Next Meeting: 4th September 2017