

MINUTES MAY BE UPDATED BEFORE THEY ARE APPROVED AT THE NEXT PARISH COUNCIL MEETING

MINUTES OF THE CALNE WITHOUT PARISH COUNCIL
VIRTUAL MEETING BY ZOOM
MONDAY 13th July 2020 19.30

CALNE WITHOUT COUNCILLOR ATTENDANCE

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

Sue Baker	P	Jim Cook	P	Richard French	P
Rob Hislop	P	Ed Jones (Chairman)	P	Katharina Kronig	P
Lord Lansdowne	A	Matt Maddicks	P	Alan Malpas	P
Charlie Oram	P	Ioan Rees	P	Keith Robbins	P
Adrian Satchell	P	Barry Satchell	P	David Songhurst	P

Wiltshire Council Unitary Councillor (Calne Rural) Christine Crisp also attended.

1 Apologies for Absence

Apologies from Lord Lansdowne were accepted.

2 Public Speaking/ Correspondence

2.1 Public Speaking

None

2.2 Correspondence

None

3 Declarations of Interest

None

4 Chairman Announcements

None

5 Minutes

Proposed: Cllr French

Seconded: Cllr B. Satchell

Agreed: That the Council approve the Minutes of the meeting held on 8th June 2020 as a true and fair reflection of the motions agreed by the Council and the discussions that took place and that these be signed by the Chairman as such.

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6 Response to Actions from previous meeting

6.1 Dog Waste Bin for Studley

Cllr Robbins raised concern about the time that the project was taking and the poor image of the Parish Council that this was giving. Cllr Robbins' suggestion of provision of a second bin was not taken forward. Cllr Cook asked that it be noted that the Council spends almost £1000 a year of residents Council tax on removing dog waste which it is the responsibility of dog owners to pick up.

7 Accounts

7.1 Cheques/ Internet Payments

Proposed: Cllr Cook

Seconded: Cllr Malpas

Agreed unanimously: That the following payments be approved and noted:

Payments for approval:

Idverde	Bins June 2020	£84.00
SLCC	Membership for 2020/21	£126.00
G Fowler	2x Oak Notice Boards	£1620.00
WALC	Clerks CiLCA (Zoom) course	£240.00
Sarah Glen	Reimbursement for Zoom Pro 28/6/2020 to 27/07/2020	£14.39
Simon Day	Payroll Services April to June	£36.00

Payments to note:

Sarah Glen	Salary June 2020 plus 6 hours OT for May	£736.58
HMRC	NI payment	£1.26
Oakford IS	Temporary Webhosting 25/06/2020 to 24/07/2020	£12.90

7.2 Balance and Expenditure

Proposed: Cllr Malpas

Seconded: Cllr B. Satchell

Agreed unanimously: That the Balance and Expenditure Statement for the period ending 30th June 2020 be approved.

8 Standing Orders, Financial Regulations Code of Conduct and Risk Schedule

Cllrs discussed the matter of a draft agenda but concluded that it was not appropriate to include in Standing Orders.

Proposed: Cllr French

Seconded: Cllr Cook

Agreed: That the following documents as drafted be approved.

- **Standing Orders**

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- **Financial Regulations**
- **Code of Conduct**
- **Risk Schedule**

Proposed: Cllr Cook,

Seconded: Cllr Maddicks

Agreed unanimously: To refer the Risk Schedule back to the Finance Committee for consideration of items relating to banking and management of other items with financial implications.

Finance
Committee

9 Cllr Rees Motion

Councillors discussed the proposal and Cllr Rees accepted an amendment to his motion to widen the scope of the working group to cover wider engagement of the community with the Parish Council. Councillors declined to set a budget at this time. Cllr Rees requested a recorded Vote.

Proposed: Cllr Rees

Seconded: Cllr Songhurst

Agreed unanimously:

a) This council wishes to encourage greater engagement and participation by the Calne Without community with the Parish Council and in Parish Council elections and approves the creation of a “task and finish” Working Group to develop a publicity programme to promote greater participation at the next regular elections in May 2021. The Working Group of up to 5 councillors should report back to the council in October 2020 with its recommendations on the timing and content of the promotional campaign as well as estimated costs.

b). The campaign should be designed primarily to increase the number of candidates standing for election in each ward but also seek to increase all aspects of participation in the elections by encouraging more residents to both register as voters and to vote in the election.

The Working Group to consist of Cllrs Rees, Songhurst, Cook, Oram, and B. Satchell (substitutes accepted)

Recorded Vote

For: Cllrs Baker, Cook, French, Hislop, Jones, Kronig, Maddicks, Malpas, Oram, Rees, Robbins, A. Satchell, B Satchell and Songhurst

Against: None

Abstain: None

10 Responsibilities and Representation on Outside Bodies

The Clerk added the new Working Group approved under item 9 to the list circulated.

Proposed: Cllr Cook

Seconded: Cllr Oram

Agreed unanimously: That the list of Responsibilities and representations on outside bodies as drafted with the addition of the new Engagement and Participation Working Group be approved.

11 Planning

Cllrs asked the Clerk to check the outcome of 20/04017/FUL.

Cllr Baker requested a response be made to application at 1 Hill View Stockley, it was agreed that this would be done by the Clerk under delegated powers as the Council doesn't meet again until September. Clerk to circulate a response.

11.1 Application 20/04070/FUL

Cllr Rees asked that the Council object on the grounds of loss of employment to application 20/04070/FUL. Cllr Robbins declared an interest and didn't take any part in the debate or vote.

Proposed: Cllr Rees

Seconded: Cllr Cook

Agreed: That the Clerk respond to Wiltshire Council to object to application 20/04070/FUL on the grounds of loss of employment land.

Clerk

11.2 Land South of Chilvester Hill, Calne

Cllrs discussed the proposed development including details of housing need, access and sustainability. Cllr Malpas asked that the Council also take up the issue of the effect of the lack of a 5-year land supply with MP and Wiltshire Council and ask for an urgent post Covid review. Clerk to draft a letter.

Proposed: Cllr Cook

Seconded: Cllr Kronig

Agreed: That the Clerk and Cllr Rees work together to agree a final draft of the letter for submission. Clerk to draft a letter for MPs and Wiltshire Council.

Clerk
Cllr
Rees

12 Review of current projects

12.1 Road Safety Feasibility Study

Proposed: Cllr Cook

Seconded: Cllr Malpas

Agreed: That the Council officially pause this project and advise consultants accordingly with a view to restarting in September 2020 provided restrictions in place at the time allow.

12.2 Church Road Community Speed Watch

Cllr Malpas appointed to act as liaison between the Council and residents to work with the police to set up a Community Speed Watch Team for Derry Hill.

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12.3 Broads Green

Cllr Baker requested that name signs be provided for Broads Green, Cllr Crisp advised that this was not a CATG matter.

Proposed: Cllr baker

Seconded: Cllr Maddicks

Agreed: That following the receipt of the traffic survey the Council approve the introduction of settlement name plates for Broads Green in response to a resident's request to reduce the speed of traffic and improve road safety in the area.

12.4 Stockley White Railings for repainting

Proposed: Cllr Baker

Seconded: Cllr Oram

Agreed: That the Council approve the submission of a request to CATG for the work to repaint the white railings through Stockley to improve road safety

13 Finance Committee

Cllr Cook reported on the Finance Committee meeting.

Proposed: Cllr French

Seconded: Cllr Malpas

Agreed: That inspections of both the Goal Posts and Well House are carried out by qualified inspectors as part of the Parish Council's review of the Asset Register. Costs and funding to be considered and approved.

Clerk

Proposed: Cllr Malpas

Seconded: Cllr B. Satchell

Agreed: That the Clerk report to the Finance Committee on the options for a debit or credit card.

Clerk
Finance
Committee

Proposed: Cllr Malpas

Seconded: Cllr Baker

Agreed:

- 1. That £1000 be allocated to support clubs and non-profit organisations to restart activities as part of the Covid-19 recovery.**
- 2. That the Council be requested to give approval to the Finance Committee under 9g of the its ToR to manage and approve the spending of the above grant. All grants made to be reported to the Parish Council at the next available meeting.**

Finance
Committee

14 I.T. Strategy and Communications Working Group

Cllr Cook reported progress on the new website and asked for the cost of extending the project to be approved with a view to reporting to Council in September/ October 2020.

Proposed: Cllr Cook

Seconded: Cllr Malpas

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Agreed: That the Council approve the cost of extending the temporary website hosting (£12.90 per month) until such time as the Council is able to consider and approve the new website.

15 Footpaths and Rights of Way Working Group

Cllr Songhurst reported on the work of the group so far.

Proposed: Cllr Songhurst

Seconded: Cllr Rees

Agreed: That the Terms of Reference for the Working group as drafted be approved.

Proposed: Cllr Cook

Seconded: Cllr Rees

Agreed: That a budget of £200 be approved for the Working Group to use for advertising to attract volunteers. Quotes for materials to be considered by the Working Group with the decision to spend taken by the Clerk in consultation with the Chairman and Vice Chairman and reported to the Council at the next available opportunity.

Footpath
WG
Clerk

Budget Heading	Public participation
Power	Local Government Act 1972 s142

Cllrs considered a request for funding from a landowner for footpath improvements.

Proposed: Cllr Cook

Seconded: Cllr Hislop

Agreed: That the schedule of works for the audit of the paths be approved.

Proposed: Cllr Rees

Seconded: Cllr Oram

Agreed: That the Council is supportive of the improvements proposed but would like to see the results of the footpath audit before committing funding to a particular project. The Clerk be asked to respond to thank the landowner for bringing the project forward and advise that the Council will consider the request when the audit results are available.

16 Other Matters

Cllr Jones reiterated his request from last month about cyclists and pedestrians taking extra care on rural roads following a recent accident.

Cllr Maddicks asked for Aylen Way to be added to the Parish Stewards list.

Meeting ended at 9.40pm