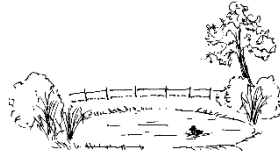


ALDBOURNE PARISH COUNCIL



**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 7 SEPTEMBER 2022
IN THE MEMORIAL HALL**

Present

Cllr L Smitten (Vice Chairman)

Cllr C Ainsworth, Cllr H Bland, Cllr V Butler, Cllr A Deuchar, Cllr A Edmonds, Cllr C Elms, Cllr B Hill, Cllr A Phizacklea, Cllr A Stibbard

Mrs K Clay – Parish Clerk/RFO

In attendance: Two members of the public

In the absence of the Chairman, the meeting was Chaired by the Vice-Chairman.

75/22. Apologies for absence

Apologies for absence were received from, Cllr W Brown, Cllr P Lawler, Cllr N Josephy, Cllr S Muirhead, Cllr J Rayner

76/22. Declarations of interest in respect of any items contained in this Agenda & granting of any dispensations required

There were no declarations of interest.

77/22. Consider the Minutes of the July 2022 Parish Council meeting

It was **RESOLVED** unanimously that the Minutes from the Parish Council meeting held on Wednesday 6 July 2022 be approved and signed.

78/22. Consider adoption of the approved July 2022 Planning Committee Minutes

It was **RESOLVED** unanimously to adopt the Planning Committee Minutes from the meeting held on Wednesday 6 July 2022.

79/22. Review of outstanding issues

- a) (04/05/2022) Fence posts encroaching onto Whitley playing field entrance – The resident will be chased as they did advise this was only temporary, but it has been several months now since this was raised with them.
- b) (01/06/2022) Football Field Surface – Re-establishment of the surface still being monitored.
- c) (06/07/2022) Emergency Plan – To be discussed further at the October meeting.
- d) (06/07/2022) Heritage Centre Locks – The locks have been changed and two keys provided to the Council.
- e) (06/07/2022) Beading on the interpretive board – Cllr Phizacklea advised that the surround needs refurbishment, along with new beading. There were no objections to him removing the board to carry out these repairs. There will be no further expenditure required for these works.

80/22. Report on highways issues

Following a meeting between Cllr W Brown and Mr M Cook from Wiltshire Council, the following actions were agreed.

Post office junction.

A KEEP CLEAR sign is going to be painted at the junction of Castle Street and other white lines are to be refreshed. Residents will be written to by Wiltshire Council about cutting back their hedges that are encroaching onto the road.

Railings by bus stop, South Street

Instruction for the repairs has been given, but as it is not a safety defect, in that there is not an imminent danger, it has to be programmed in by the contractor. Mr Cook will chase again if not carried out after three months.

Football Field hedge, Farm Lane

Mr Cook arranging for the hedge to be cut back by their contractor in the autumn and will write to nearby residents about them cutting theirs back too. This will improve the road width considerably along this section. It was noted that one of the hedges had already been cut back by the resident.

Damaged Winterbourne railings near the pond

Barnes Coaches have re-instated the railings, but it was agreed that the repairs are not up to an expected standard. Mr Barnes will be asked to take further action to restore the railings to their original condition.

Crooked Corner raised path

The detritus at the bottom of the raised footway has been cleared. The condition of the carriageway near this location has been added to the list for reactive patching, though Mr Cook has warned that there is only a finite limit of resources so it might be a little while.

Mr Cooks has issued instruction for the Oxford Street road markings and the crossing strip by the Post Office to be refreshed.

The road sweeper was due in Aldbourne soon. It was confirmed that one had been in the village today, 7 September.

81/22. Questions and requests from the public for councillors to consider

- A suggestion was put forward that the parking around the pump at the bottom of Back Lane could be formalised by putting some parking lines down. This would not restrict the parking or change the current configuration that people park in now but would help tidy it up and make it easier for all vehicles to access/exit Back Lane.

It was agreed that an item would be added to the October agenda for further discussion.

82/22. Consider monthly financial report and decide councillors to approve payments

It was **RESOLVED** unanimously to approve the financial report as presented by the Clerk. All the payments are to be authorised by Cllr Bland and Cllr Deuchar.

A copy of the financial report is attached as [Appendix A](#).

83/22. Clerks Report

- a) The external audit has been passed with no comment by PKF. The notice of conclusion of audit has been added to the website and posted on the noticeboard.
- b) Cllr Josephy has carried out the first quarter finance check and had no comment or issues to raise.
- c) The Council's account details are being added to the Aldbourne.net renewal, in order that the next two years domain renewal can be paid as agreed at the July meeting.
- d) The car boot sale on 31 July had 14 vehicles attending. The organiser is now working for Aldbourne Youth Council and running the events for them. Agreement was given for the boot sale held on Monday 29 August and a further one on Sunday 25 September.
- e) The possibility of setting up "warm spaces" in the village during the winter has been raised with some councillors. Currently other groups, such as the Churches Together are discussing this, but they have not yet put any plans in place. Councillors were asked to consider if they felt this was something the Council could be involved in or help with, and for there to be further discussion at the October meeting.

84/22. Consider adoption of policies: i) Memorial; ii) Pre-Planning Meetings; iii) Vexatious Complaints

It was **RESOLVED** unanimously to adopt the Memorial Policy, Pre-Planning Meetings Policy and Vexatious Complaints Policy as presented by the Clerk. All policies to be reviewed in 3-years, or earlier if there are any changes in legislation.

A copy of all the policies will be added to the website.

85/22. Policy Review: i) Code of Conduct; ii) Data Protection; iii) Document Retention; iv) Complaints

It was **RESOLVED** unanimously that no changes were required to the Code of Conduct, Data Protection, and Document Retention Policies. All will be reviewed again in 3-years, or earlier if there are any changes in legislation.

It was **RESOLVED** unanimously to adopt the updated Complaints Policy, as presented by the Clerk. Policy to be reviewed in 3-years, or earlier if there are any changes in legislation.

A copy of the updated policy will be added to the website.

86/22. Discuss External Audit Arrangements

It was **RESOLVED** unanimously that Aldbourne Parish Council would not opt out of the Smaller Authorities Audit Appointments (SAAA) process and would continue to allow the SAAA to appoint the external auditor.

87/22. Update on Neighbourhood Plan and consider any action required

The Regulation 16 public consultation ended on 22 August 2022. The Parish Council has a right to respond to any of the comments made. The independent neighbourhood plan examiner has been appointed and will start their examination of the Aldbourne plan on W/C 26 September 2022.

It was noted once again that it was Wiltshire Council who decided on the dates for the Regulation 16 consultation. The Parish Council had voiced their concerns that this was during the school summer holidays when they were proposed.

It was **RESOLVED** unanimously that the Parish Council will respond to the some of the representations made as part of the Regulation 16 Consultation. Letters will be drafted and sent to all Councillors for review, before being sent to the examiner by no later than 16 September 2022.

88/22. Update on virtual paths and consider any action required

Mr Hind is working on feasibility reports for a path on Marlborough Road, though at this stage it is likely to only go from Castle Street to The Butts. He is still to be convinced that Farm Lane is viable for a virtual path, and Cllr Ainsworth continues to try and get this road included.

Castle Street is not considered viable, but a 20-mph limit had been suggested. This would require an initial speed survey, which would cost £625. It was suggested there may be other ways to slow the traffic such as a SLOW painted on the road, or possibly an electronic warning sign. These options will be discussed with Mr Hind and Mr Cook, to hopefully enable a final decision on this at the October meeting.

89/22. Consider expenditure for repairs to the path from Crooked Corner to the Goddards play area

It was **RESOLVED** unanimously to accept Kimber Bros estimate of £920.60 to repair the path from Crooked Corner to the Goddards play area.

90/22. Consider expenditure to replace the boundary fence in Goddards play area

It was **RESOLVED** unanimously to contract Chris Wheeler Constructions to remove and replace the fence along the Goddards play area north boundary with a 2.4m high plastic-coated v-mesh fence in green, at a net cost of £3,750.67. Funds to be taken from the repairs and replacement reserves.

91/22. Discuss replacement of springer in Goddards play area

It was **RESOLVED** unanimously that the unit is still serviceable and that a correct bolt and cap will be purchased to replace the broken one, along with some spares for any future breakages. A total of up to £40 net was approved.

92/22. Consider type of repair and expenditure to the pond

It was **RESOLVED** unanimously contract Cannon Clarke to repair the higher joints on the pond at a net cost of £965.

93/22. Consider funding request from St John Ambulance Wiltshire

There was no support for this request as the funding does not predominantly benefit the residents of Aldbourne.

94/22. Wiltshire Council report

No report.

95/22. Reports by councillors on any Council business or village issues

- a) Disappointment was expressed that the Parish Council had not moved their meeting to allow the band to practice for their upcoming competition. However, it was acknowledged that very little notice had been given by the band, and they had not expressed how imminent the competition was.

The Parish Council has moved meetings in the past for the band and are always willing to do so in the future if they can. Plenty of notice is always appreciated to be able to find another suitable venue to hold the Council meeting in. It should also be noted that once the agenda is issued, the Council has a legal obligation to hold the meeting at the place stated on it.

- b) The band were wished success at the upcoming British Open competition.
c) The Winterbourne at the bottom of Palmer's Field is blocked up with wood and debris currently. ARC will be notified.
d) It was mentioned that it may be possible to apply for Community Infrastructure Levy (CIL) from nearby Councils where development may have an effect on the Parish. Such as more people using the school or other services.

96/22. Questions and requests from the public for councillors to consider

There were no further questions.

97/22. Review of correspondence

Correspondence received and sent since the last meeting was noted.

98/22. Confirm date of next meeting

Wednesday 5 October at 7.30 pm in the Memorial Hall

There being no other business the meeting closed at 8.36 pm

Signature of the Chairman: _____ Date: 5 October 2022