BROAD CHALKE PARISH COUNCIL

Minutes of the 1018th Meeting of the

Broad Chalke Parish Council

held at the Village Hall, Broad Chalke on

Wednesday 9th October 2019 at 7:30 p.m.

ATTENDANCE

Mr T Hitchings (Chairman)

Mr M Pickford

Mr E Fry

Mr J Allison

Mr J Dutson

Mr R Hitchings

Mr D Gilbert

Mr T Cave-Gibbs

Mrs H Newman

The Clerk, Mr C Rothwell and Wiltshire Councillor Mrs J Green were in attendance.

Mrs C Cummings, VERVE Festival Director also in attendance.

Prior to the formal Parish Council Meeting the Chairman welcomed Mrs C Cummings, VERVE Festival Director to the meeting to brief the Parish Council on the Festival and future plans.

Mrs Cummings thanked the Meeting for the opportunity to speak to them and for their support for the Festival. She also welcomed the support that the Festival had received from the village and in particular from the residents at Church Bottom. Infrastructural arrangements had been good and there did not appear to have been any traffic issues and accommodation and facilities on the Festival site had been appropriate for up to 500 attendees and great feed-back had been received about the site and the setting generally.

The hope is that the Festival can take place in September next year with an increase in attendances but not to impact negatively on the village or the Festival objectives of celebrating health and wellbeing and the Chalke Valley, alongside a pledge by the festival directors to donate a percentage of profits to charity. Mrs Cummings stated that the ethos of the Festival is around protecting the landscape. The Festival achieved a zero waste to landfill.

Mrs Cummings stated that the Festival organisers had noted the feedback from the Parish Council and would be considering how improvements could be made and to engage more with residents and village businesses.

A short question and answer session followed and the Chairman wrapped up by thanking Mrs Cummings for her presentation and that the Parish Council would welcome further engagement and the return of the Festival next year.

Wiltshire Councillor Mrs J Green provided the Meeting with report from Wiltshire Council. Topics covered included obesity rates across Wiltshire; public art at the Nadder Centre; outcomes from the Local Government Boundary Review; the withdrawl of free park and ride services; an update on Wiltshire housing targets; the energy saving investment by Wiltshire Council; and the improvements to reducing landfill waste. A fuller report is appended to these Minutes.

1. Apologies for absence. These were received from Mrs R Holland and accepted by the Meeting
2. To record declarations of interest from Members regarding items on the Agenda. There were none.
3. Chairman’s Announcements. There were none.
4. To approve the Minutes of the previous meeting as a true and accurate record.

These were approved and signed by the Chairman.

1. Clerks Report
	1. **To update on items from the previous Meeting**

***Parish Emergency Assistance Scheme*.** The Clerk will be collecting the equipment provided by Wiltshire Council on 2 November.

***Councillor E-mails***. Mr M Pickford and Mr E Fry had now set up a dedicated Parish Council email.

***ACTION***: The Clerk encouraged those Members that had not yet done so to set up a g-mail email account for Parish Council correspondence.

***Section 137 Grants.*** The Clerk had promoted these again in the Broad Sheet. Only one application has so far been received.

* 1. ***Clerks report on training and work completed***

The Clerk reported that he had now completed 6 months in post and, whilst hours of work had varied depending on business in hand; issues received; and meetings and training attended, he envisaged this averaging out to 5 hours a week and this would need to be taken into account in the budget process.

* 1. ***To approve updated Standing Orders.***

These had been discussed at the September Meeting and the Clerk had circulated the final document. The Meeting unanimously approved the updated Standing Orders.

* 1. ***To receive update on the Causeway flooding and Mill Mead***

A further meeting is being held on 14 October 2019 with the agencies and landowner.

* 1. ***To receive an update on the Parish Council notice board***

The Village Hall notice Board now has a designated Parish Council section.

* 1. ***To receive and consider Wiltshire Council’s Priorities***

These had been circulated to Members.

**ACTION**: It was agreed that Members would respond individually to the survey.

* 1. ***To agree presentation by WALC at the Council’s November meeting.***

This was agreed.

* 1. ***To receive an update on Rights of Way inspections.***

Further completed inspection forms had been received by the Clerk.

**ACTION:** The forms to be reviewed and an action plan established. This might include requests to landowners; improvements to stiles through the Wiltshire Council fund and improved way marking.

1. To consider updating of the Parish Council Financial Regulations

The Clerk had previously circulated a marked-up draft of Model Financial Regulations produced by the National Association of Local Councils (NALC). The Clerk explained that Financial Regulations are one of the foundation documents required for the proper administration of the Council’s business and that ours had not been reviewed since 2001. NALC had produced the new Model documents in 2019 and the Clerk recommended these be adopted with the mark up that had been circulated.

The draft document was unanimously approved.

**ACTION:** The Clerk to produce the final version for the next meeting.

1. To discuss the Parish Council’s VAT position

The Clerk reported on outline information received from the VAT advisor at the Society of Local Council Clerks and the particular circumstances applicable to parish councils in the treatment of VAT that are set out in VAT Notice 749.

The Clerk will submit VAT reclaims as appropriate for the VAT it incurs on its non-business activities. Broad Chalke Parish Council does not currently have any ‘Business Activities’ (i.e. making supplies of goods and services in return for payment). There are some project related/capital works that further advice as to appropriate VAT treatment is required.

ACTION: It was agreed that the Clerk should seek further advice and that this may incur a cost to the Council.

1. To consider Planning Applications

One application had been received since the Agenda had been set and it was agreed that this should be considered by the Meeting.

19/09367/TCA. Lime tree- reduce canopy by 30%. There were no objections.

1. Finance

***To receive and consider draft budget for 2020/2021.***

The Clerk had circulated a working draft for Members consideration and briefed the Meeting on current precept (£6,950); the current level of Reserves (£9,276 as at 1 October 2019) and the draft budget projection for 2020/2021 based on the information currently available (£11,928).

The Meeting discussed the reasons for the increases in expenditure levels and noted that the Parish Council has benefitted for a number of years from some administration costs not being passed on to it. The Meeting also noted a number of new areas of expenditure that are required to meet its statutory obligations. Significant in this is are costs related to employment of the Clerk, but also insurance requirements, increases in audit costs and expenditure related to new assets (defibrillator; computer).

There was concern as to the impact these additional costs would have on the level of precept required and it was agreed that a strategy of gradual increases with use of reserves to offset any shortfall would be the appropriate way to move forward. However, the Meeting required that further work be undertaken to see what savings could be achieved and this to be reported to the November Meeting.

**ACTION:** It was agreed that the Clerk and Chairman would do a further exercise to look at possible cost reductions and a revised draft budget be circulated for consideration at the November Meeting.

***To receive and agree payments since the last meeting.***

The Clerk reported on the purchase of Remembrance Day Wreath at £17.00 and this was approved.

1. Standing Agenda Items

***Highways Matters***: There were no new issues reported.

1. Any business to be addressed at a future meeting

RoSPA playground inspection report.

1. Councillor Training

The Clerk briefed the Meeting on the statutory requirements around calling meetings, the duty of councillors to attend meetings and arrangements around submitting apologies for absence.

ACTION: The Clerk to circulate The Good Councillors Guide for further information.

1. Confidential Matters

The Chairman sought approval to defer the item on Clerk employment to a future meeting to allow appropriate time to discuss. This was unanimously agreed.

1. Date of Next Meeting

Wednesday 13 November at 7.30pm. Members are reminded that the Community Land Trust AGM will take place at 7.00pm and Parish Councillors are invited to attend.

The Meeting closed at ended at 9.35pm

**Signed as a true record by the Chairman of the Council**

**Signature:**

**Name:**

**Date:**

**Short report from José Green. October 2019.**

The piece of public art was unveiled at the Nadder Centre in Tisbury recently. It is called **Silent Rhythms and was carved by Tim Harrisson**  who lives in Hindon. It has been a joint project involving Messums, WC  (The SWW Area Board ) together with a contribution from the Developer Fry’s who built the Hindon Road development.

The final recommendations of the **Local Government Boundary Commission for**England ( LGBCE ) has just been released with Fovant and Chalke Valley retaining it’s name. It is proposed that  Barford St Martin and Burcombe will come into the division but Netherhampton to go into Wilton. The earlier recommendations contained a number of other changes but have all been dropped. Overall, 2 thousand submissions were made. The Boundary Commission also recommends that 98 Councillors are required to cover Wiltshire, each with single Councillor Divisions and based on electoral equality. The final decision remains with Parliament and the changes will come into practice in the 2021 elections.

**Obesity** rates have fallen across Wiltshire but over half of the residents are still overweight.

**The Park and Ride sites in Salisbury are no longer free.**

Phase 3 of **Wiltshire Council’s building programme for the next 10 years i**s now being planned. It is proposed to build a further 1 thousand houses, half will be social rent, some shared ownership and some will be purchased by WC from developers under the legal S106 agreement.

**£5.18m is to be spent on renewable energy** together with other energy saving work on existing buildings. This will see an annual saving of £1/2 m.

**Friends of the Earth** have recently announced that Wiltshire tops the league of Councils in Climate Friendly credentials. WC is genuinely addressing climate change and move to reduce carbon emissions in the County having recently approved a detailed and effective air quality strategy.

Since April this year 15.8% of household waste has been sent to landfill compared to 47.20% in 2009.  45% of household waste collected is re-cycled. WC want to reach the target of 50% by 2020.

Wash and Squash as much as possible. No black plastic to be placed in the blue bin please.

This week WC is holding activities in celebration of **100 years of the library service** in the County. In August 1919 Wiltshire was one of the first in the country to have a public library.

Dates for your diaries: SWWAB 20th November. ( Area Board )

CATG. 6th November.( Transport/ Road Safety issue’s.)

More next time.

Best wishes,

Jose Green.   W Cllr FOVANT and Chalke Valley Division.