

MINUTES OF A MEETING OF THE SAVERNAKE PARISH COUNCIL 26 JULY 2018

THE LONG ROOM, ST KATHARINE'S CHURCH, SAVERNAKE FOREST AT 7.30PM

PRESENT

| | |
|--|------------------------------------|
| Guy Singleton (Chairman) (GS) | Councillor |
| Neil Twentyman (Treasurer) (NT) | Councillor |
| Andrew Smithson (Deputy chairman) (AS) | Councillor |
| Nigel Eayrs (NE) | Councillor |
| Nikki Boutar (NB) | Councillor (after co-option at 5a) |
| Rosemary Davies | Clerk |

| Item No. | |
|----------|---|
| 19/18 | <p>APOLOGIES</p> <p>None</p> |
| 20/18 | <p>MINUTES</p> <p>The minutes of the</p> <ul style="list-style-type: none">• 10 May 2018 meeting were accepted and signed by GS• 19 May 2018 Annual Parish Meeting were accepted with some amendments; clerk to make these and re-circulate. (ACTION CLERK) |
| 21/18 | <p>MATTERS ARISING</p> <p>9/18 Saverlake Hospital bus shelter: Cllrs agreed that GS will request this work is finalised and an invoice provided. (ACTION GS) Cllrs agreed to discuss at the next meeting whether the person involved will have an annual contract to clean and/or repair the bus shelter. (ACTION CLERK) Agreed NT will keep an eye on bus shelter's condition and advise cllrs when cleaning/leaf removal/repairs are required. (ACTION NT)</p> <p>17/18 GDPR registration plan: not yet completed. Following discussion, it was agreed that the PC will be registered and that the PC will pay for the Parish Clerk's registration too, although at this time it was felt that other councillors need not register because they do not access the PC emails through Hotmail. This decision is to be kept under review. (ACTION GS)</p> |
| 22/18 | <p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest.</p> |
| 23/18 | <p>GOVERNANCE</p> <p>a) Nikki Boutar was co-opted as a councillor, having been proposed by GS and seconded by AS with all in favour.</p> |

| | |
|--------------|--|
| | <p>b) GS and NB have signed Declarations of Election to Office as SPC chairman and a co-opted councillor respectively.</p> <p>c) Clerk to clarify when the election of the parish council chairman must take place. (ACTION Clerk)</p> <p>d) Localism Act 2013: SPC adopted a Code of Conduct in 2007 and needs to update. Item for next agenda. (ACTION Clerk)</p> <p>e) Society of Local Council Clerks: Clerk to clarify joining fee. Agree to go ahead if less than £60 a year, as a trial for a year, and to monitor use. (ACTION Clerk & NT)</p> |
| 24/18 | <p>PLANNING PERMISSIONS</p> <p>18/05742/FUL Certificate of Existing Use: Savernake Park Farm: Cllrs discussed this application, which is similar to 18/05728 (see below) and appears to be for full residential use of an outbuilding with no conditions. Cllrs resolved to raise no objection to residential use subject to being restricted to guests and staff. In their response, they agreed to note the differences between what planning consents have been sought and the details that appear in current details of the site's 'For Sale' particulars and, therefore, to recommend a site visit by a member of the Wiltshire Council Planning Department to ascertain whether any other work has been carried out without consent. GS to do response. (ACTION GS)</p> <p>For the record, Cllrs confirmed the following, undertaken through email correspondence:</p> <ul style="list-style-type: none"> • 18/04567/FUL Hazelwood Farm: No objection • 18/05252/FUL Savernake Park Farm: Use of buildings for event space – GS has sent response stating that cllrs were split 50/50 in favour and against. • 18/05728/CLE Savernake Park Farm: Certificate of Lawful use for first floor flat above farm office –No objection to residential use but cllrs feel that this should be restricted to family members or employees of the occupiers of the property. <p>Councillors asked the clerk to provide hard copy of any planning applications at SPC meetings for reference. (ACTION Clerk)</p> |
| 25/18 | <p>FINANCE REPORT</p> <p>NT explained the need to move some funds from the current account that holds £5056-90, into the reserve account, which has £2822. NT stressed that SPC needs to spend money conscientiously for the good of the parish and not accumulate large reserves. NT had looked into Lloyd's Internet Banking. Clls agreed that NT and GS visit the bank together to progress this matter, prior to next meeting. (ACTION NT & GS)</p> <p>A cheque was signed in favour of St Katharine's Parochial Church Council (£10) for use of venue. The clerk to request receipts for this cheque and previous one. (ACTION Clerk)</p> <p>As interest rates are so low, cllrs agreed that NB find out whether SPC is permitted to invest in Premium Bonds. (ACTION NB)</p> |

| | |
|--------------|--|
| | <p>Cllrs agreed that the Annual Accounts be published on SPC's website along with the draft minutes of the Annual Parish Meeting; however, there remain difficulties in using the current website. NB volunteered to manage SPC's website. (ACTION GS & NB)</p> <p>Use of the windfall money arising from Seymour Place is restricted and time-limited. In order to use the money responsibly it was agreed to list possible projects in order of priority with consideration to which is likely to provide most benefit for parishioners. Cllrs agreed that GS will approach The Ramsbury Estate for a contribution towards Cadley bus shelter repairs. The shelter's base does not need replacing. GS will obtain quotes to repair or replace the shelter. (ACTION GS)</p> <p>Other possible projects discussed were:</p> <ul style="list-style-type: none"> • Improve the footpath from the A4 to Chopping Knife with installation of simple steps; • 'Gates' that come across the verge to road on the A4 at the entry to the speed limit near the Grand Avenue entrance and Savernake Hospital. <p>Cllrs agreed to come to the next meeting with more ideas for projects and facts regarding the suggested steps and Cadley bus shelter. (ACTION ALL) Cllrs further agreed to consult parishioners to ask for their ideas and what they favour. NE is willing to take this forward, possibly to go out in November for parishioner consultation. (ACTION NE)</p> |
| 26/18 | <p>NEIGHBOURHOOD PLAN</p> <p>GS reported that he continues to attend meetings and now sits on two steering-group committees. It is felt that no more 'executive' or retirement homes are needed; concentration to be on 'affordable' homes and social housing.</p> |
| 27/18 | <p>ANY OTHER BUSINESS</p> <p>CATG 5190 – Reduction of speed on A4: NT reported that Wiltshire Health & Care (Savernake Hospital) supports a reduction in the speed limit and cllrs agreed NT draft a further letter to W C Highways and show to Cllr Jane Davies before sending. (ACTION NT)</p> <p>SPC will continue to pursue the reduction of the two-lane section going up the hill to a single lane, which it is hoped will effectively reduce the overall speed limit.</p> <p>NB reported that footpath signs in the Clench Common – Martinsell area are not maintained. NB to send a location map to GS who will find out whether these can be repaired through use of the Parish Steward scheme. (ACTION NB & GS)</p> |
| | <p>DATES OF NEXT MEETING: Date of next meeting: 18 October at 7.30pm in either the Council Chamber or Community and Youth Centre, depending on availability. (ACTION CLERK)</p> |

Signed.....Guy Singleton..... Date.....18.10.18.....

Name.....J G R Singleton.....