

**MINUTES OF A MEETING OF THE SAVERNAKE PARISH COUNCIL 14<sup>TH</sup> JANUARY 2020**  
**MARLBOROUGH TOWN HALL**

**PRESENT**

Guy Singleton (Chairman) (GS)	Councillor
Nigel Eayrs (NE)	Councillor
Nikki Boutal (NB)	Councillor
Martin Phipps (MP)	Councillor
Suzie Singleton	Parishioner & interim Clerk
Lord Cardigan	Parishioner

ITEM		ACTION
<b>1</b>	<p><b>APOLOGIES</b></p> <p>Andrew Smithson</p>	
<b>2</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no declarations of interest. MP had not yet completed the Wiltshire Council Register of Interests but planned to do so after the meeting.</p> <p><i>Post meeting note: MP has now done this so all the Councillors are now registered on the Wiltshire Council Register of Interests.</i></p> <p><a href="https://services.wiltshire.gov.uk/TownAndParish/ROI/Council/795">https://services.wiltshire.gov.uk/TownAndParish/ROI/Council/795</a></p>	
<b>3</b>	<p><b>APPROVAL OF MINUTES</b></p> <p>There was a very slight amendment identified to be made to the minutes of the meeting on 15<sup>th</sup> October 2019 but they were otherwise approved. A copy of the final Minutes will be emailed to NB for inclusion on the SPC website.</p>	
<b>4</b>	<p><b>MATTERS ARISING FROM PREVIOUS MEETINGS</b></p> <ul style="list-style-type: none"> <li>• <u>Hospital Bus Shelter</u> <ul style="list-style-type: none"> <li>○ Invoice still to be paid, as soon as the bank signatories have been confirmed.</li> </ul> </li> <li>• <u>Cadley Bus Shelter</u> <ul style="list-style-type: none"> <li>○ Repairs are still to be done, GS to chase Contractor for revised quotes.</li> </ul> </li> <li>• <u>CIL Monies</u> <ul style="list-style-type: none"> <li>○ See under Finance.</li> </ul> </li> <li>• <u>Parish Clerk</u> <ul style="list-style-type: none"> <li>○ NE &amp; MP were due to meet the Parish Clerk of Preshute at a training day for new Councillors and would ask if there was anything she could advise them on with regards to the jobs a Clerk needed to do.</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>○ MP is going to talk to a potential Clerk to see if they may be interested in also working for us.</li> <li>• <u>Website</u> <ul style="list-style-type: none"> <li>○ NB will circulate a draft GDPR notice and Code of Conduct for the website to the other councillors for their perusal.</li> </ul> </li> <li>• <u>Forest Maps</u> <ul style="list-style-type: none"> <li>○ GS gave the Councillors a brief background on the Forest Maps. The previous ones had been prepared by Joan Davies, a previous long time Parish Chair, in conjunction with the Forestry Commission and the proceeds from sale belonged to the Forestry Commission, but were held at that time by the SPC so that they could be used locally rather than going into the entire Forestry Commission national pot. This was eventually used to fund replacement labels for the major trees in the forest.</li> <li>○ GS had had an email from Peter Noble who has produced a new edition of the Savernake Forest Map. He had asked whether SPC would be willing to offer any funding for it to help cover some of the costs, so that more of the proceeds could go to Charity.</li> <li>○ The councillors discussed this and agreed to pay £100 for 120 copies of the map so that one could be given to each parish household.</li> </ul> <p><b><i>Post Meeting Note: Peter Nobel agreed to this and sent a watermarked pdf copy to be put onto the Parish website, and will be delivering the hard copies in time for the maps to be given out at or prior to the APM.</i></b></p> </li> <li>• <u>Steps at Chipping Knife Lane</u> <ul style="list-style-type: none"> <li>○ GS to chase the Footpath Officer regarding the completion of the steps.</li> </ul> </li> </ul>	
5	<p><b>PLANNING</b></p> <p>NB had previously formulated a response to Application 19/04708/FUL Glamping at Rainscombe and circulated it among the councillors for their opinions so as to be able to submit it before the deadline. The councillors had approved the response and NB submitted it to the Planning Authority. The matter was reviewed in order to formally minute it.</p> <p>Planning Application 19/09397/FUL, Annex at Ballards Piece has been withdrawn.</p>	

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6	<p><b>FINANCE OFFICER'S REPORT</b></p> <p>As previously agreed, NE has taken on the role of Treasurer for the Parish Council. The form requesting changes to the Bank Account signatories was sent to Lloyds Bank in November, however, it turned out that they sent their response to the previous Treasurer! Several attempts to get this sorted out resulted in managing to get the postal address amended to GS but there were still delays in getting the new cheque signatories confirmed.</p> <p>GS &amp; NE signed the form from Lloyds Bank to try to finally get this done.</p> <p>NE offered to put together a brief explanation and balance of the CIL monies to put on the website.</p> <p>The current balances as at 14<sup>th</sup> January 2020 had not changed as access to the account had not been possible:</p> <p>Current A/C - £1,452.54                      Reserves A/C - £6,826.49.</p> <p>No payments have been made from the account since the last meeting.</p> <p>The invoices still to be paid were:</p> <p>£140 – Mark Leman Lawrie for the Hospital Hill bus shelter</p> <p>£12 – Use of the Council Chamber for the October SPC meeting.</p> <p>£40 – to GS for re-registering SPC with ICO</p> <p>Following the meeting there would be another invoice for £12 issued by MTC for use of the council chamber.</p>	
7	<p><b>SPC PRECEPT 2020/21</b></p> <p>Having reviewed the SPC accounts to date NE noted that there were sufficient reserves to pay for a Parish Clerk for at least one year, should it be possible to hire one.</p> <p>Based on his examination of the accounts he suggested a small increase in the precept to £1,300 for FY 2020/21, which would equate to approximately £9.42 per parishioner. This was agreed by all Councillors.</p> <p>GS will complete and submit the form to notify WC of this figure.</p>	

ITEM		ACTION
8	<p><b>MARLBOROUGH AREA NEIGHBOURHOOD PLAN</b></p> <p>GS advised that MSNP should be completed this year. Potential sites for residential building had been identified to the east and west of the town.</p>	
9	<p><b>CATG 5190 – REDUCTION OF SPEED ON A4</b></p> <p>GS has advised the CATG that SPC were prepared to contribute 25% of the cost if the survey of the Hospital entrance.</p> <p>MP is to talk to Martin Cook about whether it is possible to put up white gates in a 50mph zone, and to ask about the cost of the white gates put up at Manton with the Please Drive Safely signs.</p> <p>The councillors will also look into getting some information on the speed changes in Salisbury.</p>	
10	<p><b>MARLBOROUGH TOWN COUNCIL PROPOSAL TO INCORPORATE SAVERNAKE PARISH</b></p> <p>The letter to the parishioners regarding the MTC proposal was emailed, hand delivered or posted to all parishioners, as well as a few properties which had not shown up on the Electoral Roll.</p> <p>There was a good response of 77 of the 220 parishioners on the Electoral Roll, about 1/3. Many of the respondents also provided their email address making it easier to contact them in the future, and saving the Council the cost of posting and/or time for hand-delivering communications.</p> <p>The respondents were almost evenly distributed among the 3 main areas of the Parish, West including Clench and Granham, Central including Cadley and the forest and East including Maurice Way and surroundings, 25 from the West and 26 each from the East and the Central region.</p> <p>There was one expression of interest for joining Marlborough Town Council from one parishioner, and the other 76 all indicated their preference to remain part of Savernake Parish Council.</p>	
11	<p><b>Any Other Business</b></p> <p>The Parish Steward calendar has not been dated beyond January, but if any work for them is identified SPC just has to submit the work request form and it will be dealt with.</p>	

ITEM		ACTION
	<p>A note about the Parish Steward service and the types of work they undertake is to be put on the website so that Parishioners can report to the SPC, of works to be done, which can then be forwarded to Wiltshire Council.</p> <p>There is now a salt bin on Maurice Way, WC need to be notified to get it filled.</p>	
<b>12</b>	<p><b>DATE AND VENUE OF NEXT MEETINGS</b></p> <p>SPC - Tuesday 23<sup>rd</sup> April 2020, Marlborough Town Hall Cabinet Room. APM - Thursday 21<sup>st</sup> May, Marlborough Town Hall (to be booked)</p>	

**Signed:** *Guy Singleton (Chairman)*

**Date:** 23/04/2020