

MINUTES OF A MEETING OF THE SAVERNAKE PARISH COUNCIL 14TH JULY 2020
MEETING HELD ONLINE VIA SKYPE DUE TO COVID-19

PRESENT

Guy Singleton (Chairman) (GS)	Councillor
Nigel Eayrs (NE)	Councillor
Nikki Boutal (NB)	Councillor
Martin Phipps (MP)	Councillor
Andrew Smithson (AS)	Councillor

Suzie Singleton (SS)	Parishioner & interim Clerk
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ITEM		ACTION
1	APOLOGIES None	
2	DECLARATIONS OF INTEREST There were no declarations of interest.	
3	APPROVAL OF MINUTES The minutes of the meeting on 21 st May 2020 were approved. A copy will be emailed to NB for inclusion on the SPC website.	GS 21/07/20
4	<p>Matters Arising from Previous Meetings</p> <ul style="list-style-type: none"> • Parish Clerk <ul style="list-style-type: none"> ○ NE had contacted the potential Clerk but had not had any response from her about taking on the role. No-one else had come forward offering their services. NE mentioned that our membership of WALC and NALC should provide us with access to legal information if required. <p><i>Post meeting note: SS has agreed to continue to assist for now.</i></p> <ul style="list-style-type: none"> • Cadley Bus Shelter <ul style="list-style-type: none"> ○ AS and GS pressure washed and painted the bus shelter. AS donated the paint for this and does not require recompense. This matter is now complete. • Steps at Chopping Knife Lane <ul style="list-style-type: none"> ○ MP contacted the County Steward who completed this work promptly. This matter is now complete. ○ GS to send photos of the area around Cadley Bus Shelter where the drains block and cause problems with access to the bus stop when it rains, for him to submit to the Steward for investigation. 	GS 28/07/20 MP 11/08/20

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4 cont.	<ul style="list-style-type: none"> • <u>Number of Parish Councillors</u> <ul style="list-style-type: none"> ○ No-one from the Maurice Way area, which is currently not represented on the council, has approached SPC regarding joining them. The matter will be left until next spring when all those interested in being part of the council will be required to apply/reapply. If 6 or less people put themselves forward they will be appointed. If 7 or more apply then there will need to be an election, which would happen in conjunction with the main Council elections in May 2021. • <u>Covid-19 Update</u> <ul style="list-style-type: none"> ○ None of the Councillors had received any other request for help and, as far as it was known, there were no major Covid-19 related problems within the parish. 	
5	<p>PLANNING</p> <p><u>Confirmation of responses submitted following email consultation:</u></p> <ul style="list-style-type: none"> • 20/04651/PIP - Application for permission in principle for the removal of existing kennel buildings and the erection of one dwelling at Foxhill House. <ul style="list-style-type: none"> ○ SPC had submitted a response citing no objections. The response included the comment "If consent is to be granted then the PC would wish to see the footprint restricted to that of the current kennel building and building to be single storey." ○ It was noted that the application had been refused. 	
6	<p>PARISH COUNCIL INSURANCE</p> <p>MP had done further research into options for Council Insurance and the Councillors had agreed, by email communication, to insure with Community First. MP had arranged the Policy and NE & GS had made payment.</p>	
7	<p>WEBSITE</p> <p>Having done further research into the downsides of the current SPC website, and potential solutions NB confirmed her view that the current system, Joomla, and provider, Alperia, were not suitable for the clear, easy to update, website SPC required going forward. Among various items, Alperia could not guarantee that it would reach the WCAG or accessibility levels required by September 2020.</p> <p>As explained at the last SPC meeting My Parish Council was the preferred option for a new site at a cost of only £10 per month.</p> <p>NE stated his concern that there were several other companies who could have been investigated who may be better. He asked for details of their offerings but having already done research on some of these and decided that MPC was the preferred option NB did not have other information to hand.</p>	

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	<p>SS noted that all that was required for the Parish Website was a minimal site, partly due to the low number of parishioners, and the generally low proportion of whom appeared to use the website. SS, having looked into the matter herself several times over the last couple of years was satisfied that MPC was a good choice, and could not understand another councillor requiring everything to go back to the drawing board to do more research when that had already been done. It's not as though we're Amazon or Wiltshire Council and need an all-singing, all-dancing website. She believed that SPC should have something small, neat, easily navigable and inexpensive, which is what MPC offer.</p> <p>The meeting grew heated and the interim clerk had to leave the room.</p> <p>Post meeting note: <i>SS spent several hours over 3 days following the meeting researching many of the other possible companies to use for setting up a new website and sent the results of her research to NB. NE sent a few Parish Council website building company names to the other councillors, but without any accompanying research.</i></p>	
8	<p>PROPOSAL FOREST LIAISON COUNCILLOR</p> <p>Just prior to the meeting NE had sent an email to the other councillors about the above.</p> <p>He believed there would be benefit in someone regularly contacting Forestry England and the Volunteer Group to get updates on their developments, ideas, concerns etc, then to produce a brief newsletter to feed back any information collected and perhaps offer other info regarding the forest. This would be emailed to parishioners registered with SPC, encouraging them to respond with their thoughts.</p> <p>Over time, the newsletter might generate observations / ideas / concerns from individual parishioners, and these may be useful to feed back to Forestry England or the Volunteer Group for their follow up</p> <p>He saw the objective of the role to improve communications with those involved in the management of the forest, and to improve our parishioners' understanding and experience of their local environment.</p> <p>The other councillors were in agreement with NE taking on this role.</p>	
9	FINANCE OFFICER'S REPORT	

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	<p>Banking</p> <ul style="list-style-type: none"> - Since the last meeting, <ul style="list-style-type: none"> a) Payments made: <ul style="list-style-type: none"> 10 Jul - £160.40 – Community First – Insurance 22 Jun - £15.60 – SMH Singleton – Postage 27 May - £115.97 – WALC – Advisory services 27 May - £84.00 – Andrew Ross – Audit b) Invoices received, in the process of payment: Nil - Total funds at date of meeting are £ 8,363 and are held as follows: <ul style="list-style-type: none"> Payments a/c - £ 62.93 Interest a/c - £ 8,300.35 <p>Accounts</p> <ul style="list-style-type: none"> - Total funds as at the date of meeting are as follows: <ul style="list-style-type: none"> Precept a/c - £ 6,005.48 CIL a/c - £ 2,357.80 (nb. Must be spent by 14th May 23 or forfeited) <p>Budgeting</p> <ul style="list-style-type: none"> - Precept account: Expenses to date are £443.54 (34% of Income) - CIL account: No additional funds have been received and expenditure to date has been £297.00 (11% of this year's opening balance) for Cadley bus stop maintenance. 	
10	<p>MARLBOROUGH AREA NEIGHBOURHOOD PLAN (MANP)</p> <p>GS gave a brief update on the current situation with the MANP. He said that there were various emails which he would forward to the other councillors to update them.</p> <p>GS asked for all councillors to respond with their views by Wednesday 22nd July as the next MANP meeting was to be held on Thursday 23rd July for the group to formally approve the draft plan – or otherwise. If it were approved another meeting of SPC would be required in early August to formally approve the draft NP and its boundaries (Preshute having left the Plan).</p>	<p>All 22/07/20</p> <p>GS 23/07/20</p>
11	<p>NEXT DOOR WEBSITE</p> <p>SS had asked if she could have permission from the councillors to send invitations to parishioners, to join the Next Door website group. This is an online communication hub, a bit like FaceBook but on a local basis, allowing for communications between local people, recommendations to be sought for businesses and the opportunity to advertise things for sale or to be given free.</p> <p>SS is a member of the Marlborough group and thought it could be of benefit to</p>	

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	parishioners in Savernake. To date, the Savernake group was still very small, only 6 members at the time of the meeting, and it required 10 to be formalised and linked in with other neighbouring groups. The councillors agreed to this, suggesting that they be the first to be invited in order to make up the quorum of 10.	SS 21/07/20
12	DATE AND VENUE OF NEXT MEETINGS The suggested dates were agreed. The details of the next meeting in November will be agreed in due course, ie whether online or in person and where. 10 th November 2020 9 th Feb 2021 11 th May 2021 Late May 2021 - APM	ALL

Signed *Guy Singleton*Date 25th August 2020Name..... **J G R Singleton, Chair**