

BISHOPSTONE PARISH COUNCIL
PARISH COUNCIL MEETING
Thursday 4th January 2007 at 7.30 pm.

MINUTES

- 1) **Present** : Parish Councillors : E R Draper (ERD) Chairman,
N T Barter (NTB),
B C Draper (BCD)
T W Long (TWL),
J F Murray (JFM),
Neighbourhood Police PC Peter Jung
County Councillor : Tony Deane
- 2) **Apology for absence** was received from Parish Councillor Miss Helen Holdsworth.
- 3) **Declarations of Interest** : There were no amendments to those previously registered.
- 4) **Public Question Time** : No members of the public attended
- 5) **Minutes of the last meeting** : NTB proposed approval, seconded by BCD. Minutes of the meeting held on 2nd November 2006 were approved and signed by the Chairman.
- 6) **Matters arising from the November Action Plan** :
- i. Actions not completed were agreed to be carried forward to these minutes.
 - ii. HMH was not able to maintain the Parish Steward contact so TWL had temporarily taken it on.
 - iii. It was agreed with PC Jung that enquiring about permission to build a small police office at the edge of the Recreation Ground was now low priority so it would be dropped from the actions.
 - iv. Councillors instructed TWL to look up what had been done on the previous occasion that the Flamstone Street to Croucheston Mill footpath had been flooded and to report back.
- 7) **Police matters** :
- i. The Support Officer (PCSO) called Beverly Richards starts next week. Because the funding promised by the government had been reduced it would now be possible to employ only about half the PCSO originally planned. The result is that our PCSO might have to be shared with other areas later. A priority is to better understand what the community expects from the new team. This may be explored by simply knocking on doors and asking.

- ii. The results of the “golden river” traffic survey on the C12 High Road near Meadow View had now been received
 - Survey period 17-25 October 2006
 - 22,422 vehicles recorded
 - 35 mph average speed calculated
 - 41 mph average for the fastest 15% of the total

Apparently this average for the top speeders would be considered fairly high.

As a result of the survey our 30 mph zone would be described as an “exceptional site” or one that gives concern to its community. Consequently speed camera warning signs have been erected on C12. Government guidelines require that 85% of speed checks are carried out at important sites – usually sites with records of high danger. There are 150 exceptional sites in Wiltshire so we can expect only occasional speed checks.

Notice of where the speed cameras are to be operated is at www.safetycameraswiltshire.co.uk and PC Jung warned that about half the offending motorists are from the local community when these checks are carried out.

8) Reports of meetings attended :

- i. Affordable Village Housing Seminar, Dinton, 4th December 2006
JFM gave a brief summary of the scheme. After discussion it was agreed that a watching brief be maintained to see if there would be a need for such housing within the village.
- ii. SDC Parish and Town Council Liaison Meeting, Salisbury, 21st November 2006
TWL reported by means of a handout on the meeting attended. There being no substance which the council needed to discuss the report was noted.

9) Agenda items :

- i. Finance Report
 - a. The External Auditor’s certificate and opinion for 2006 which contained a few minor comments had been received from Mazaars.
 - b. The accounts pages 1 – 4¹ attached to these minutes were presented to the council.
 - c. A cheque written for £60.00 to Bishopstone Village Hall had been lost in the post. It was agreed by all present that a new cheque should be written and the lost one cancelled.
Similarly a cheque for £52.00 for bus shelter cleaning had not been received so the same action was agreed for that cheque.
 - d. A cheque for £500.00 payable to the Parochial Church Council to contribute towards churchyard grass cutting had already been approved so had been raised and signed by authorised councillors since the last meeting. A letter of thanks had been received from the Church.
Similarly the cheque for £141.00 payable to Mazaars for the external audit of activity had been approved, raised and sent.
 - e. The following cheques were approved and signed
 - i. T W Long expenses £25.56
 - ii. Village Hall hire £60.00

¹ See Excel\Parish Council\Minutes\Finance Report 040107

- f. Budget and Precept.
 - i. ERD estimated that the cost of clearing the remainder of the old pavilion from the Recreation Ground would be about £600. The work would now not be done until the Spring because the land was so waterlogged.
 - ii. ERD had investigated the charges for local elections. For district council and parish council elections on the same day in May the charge from SDC would be £350 but if only parish elections were held the charge would be £950. It was unanimously agreed that we must earmark £1,000 in our 2007 budget.
 - iii. The final 2007 financial year budget would now be £5,889.00. NTB proposed that a precept of £3,600 be submitted which TWL seconded and all present agreed. See Action Plan.
- g. JFM noted that in preparing the budget the bus shelters had been visited. It appeared that poor health might have prevented the cleaner from completing the work. It was agreed that firstly ERD should visit Mr Moores and secondly that discussions about updating the bus shelters should be postponed until after May. See Action Plan.
- ii. Clerk's Report
 - a. The Planning Register for the parish had now been completed back to 1991 so that the Clerk had a computer record independent of the SDC database.
 - b. Incoming documents were now being recorded so that councillors could query any document required.
 - c. Two complaints had been received alleging non-compliance with the planning order 2006/1534 at Greenfields, The Drove. Councillors agreed that the people should be told to contact the Planning Office of SDC. See Action Plan.
 - d. Complaints had been received about the dangerous condition of C12 going west at Flamstone Park. TWL will discuss on site with the Parish Steward on 5th January 2007. See Action Plan.
 - e. Following recent cloudbursts complaints about flooded roads and poor drainage were being referred to the Parish Steward. Councillors agreed that Terry Everett should be asked to meet the Parish Steward during his visit on 1st February or 1st March in order to identify the drains and ditches throughout the village. See Action Plan.
- iii. C12 High Road speed limits
 - Tony Deane reported that his contacts had revealed the approach now being taken by the Highways Department.
 - a. WCC were now following the guidelines in the Department for Transport circular 01/2006
 - b. A review of Wiltshire's speed limits would take place during 2007.
 - c. The results of the review would be implemented over the years up to 2011.
 - Tony Deane recommended that we should write to the Highways Department to ensure that C12 High Road was included in the review and to promote its position in any implementation list. See Action Plan.
- iv. TWL reported that both people who had been approached to chair the Recreation Ground Committee had declined. It was consequently decided that JFM and TWL should co-opt Stan Robinson and start action with JFM chairing the Committee. See Action Plan.

- v. The latest draft of a Constitution for the management of the Recreation Ground was presented by TWL for councillors to consider at their leisure.
- vi. A meeting with Ian Smith was taking place shortly so that TWL and JFM could gain agreement to moving the "parish website" project forward.

10) **Planning Matters** : No issues

11) **Any Other Business** :

- i. NTB proposed that Montgomery Coal Charity and Neighbourhood Watch should be asked to attend the 2007 Parish Meeting with a report on their respective activities. See Action Plan.
- ii. NTB asked about the lack of a precept in Stratford Tony and the fact that Bishopstone Parish Council was bearing the cost of churchyard maintenance at Stratford Tony Church. It was agreed that ERD should ask SDC for guidance. See Action Plan.
- iii. JFM asked if a recycling bin for plastics could be added to those at the White Hart. See Action Plan.
- iv. The meeting instructed TWL to obtain Election Forms in readiness for May elections. See Action Plan.
- v. TWL handed out copies of an e-mail from Broad Chalke School representative, Ian Fowler, in which it was explained that SDC was prepared to be flexible about the use of R2 money. It appeared, and SDC had confirmed this, that if funds were not needed for outdoor leisure facilities then they could be used for indoor facilities. A pre-condition was that the developer who originally paid in the funds must be agreeable to this change of use.

Councillors expressed their serious concern that SDC was seeming to undermine its own written policy.

If it was possible to use R2 funds for indoor purposes then Bishopstone would probably want to invest the funds rather than pass them on to Broad Chalke.

Councillors agreed that TWL must reply to the e-mail declining to pass on Bishopstone R2 funds. See Action Plan

The meeting closed at 9.55 pm

DATE OF NEXT MEETING – Thursday 1st March 2007 at Bishopstone Village Hall starting 7.30 pm

Signed as an accurate record :

.....
CHAIRMAN

.....
DATE

BISHOPSTONE PARISH COUNCIL

Expenditure v Budget for the financial year 2006/2007 as at 30th November 2006

DETAILS	EXPENDITURE	ANNUAL BUDGET	VARIANCE	
Churchyard Cutting		£550.00	£550.00	
Village Hall	£500.00	£500.00	Nil	
Clerks Salary/Expenses		£1,100.00	£1,100.00	
Hire of Village Hall		£60.00	£60.00	
WALC subscription	£162.42	£167.00	£4.58	
Chalke Valley Sports Club		£350.00	£350.00	
Insurance	£609.63	£642.00	£32.37	
Audit Commission		£100.00	£100.00	
Internal Auditor	£58.75	£50.00	-£8.75	To be reclaimed as variance is VAT charge
Repairs & Maintenance		£500.00	£500.00	
Bus Shelter Cleaning		£104.00	£104.00	
Hire of Skips		£1,008.00	£1,008.00	
Contingency	£31.50	£500.00	£386.50	
Donations	£82.00			
TOTAL	£1,444.30	£5,631.00	£4,186.70	

Notes

Balances as per Cash Book as at 30th November 2006 = £5,700.72

Donations have been treated as part of contingencies for this exercise. Should we not have a separate budget for that item?

BISHOPSTONE PARISH COUNCIL

Cash Book Income & Expenditure to date for the year ended 31 March 2007

Business Instant Access Account

DATE		PAYMENTS	RECEIPTS	BALANCE
Bal. B/Fwd				£3,409.29
10/04/2006	Interest		£5.53	
11/04/2006	R2 monies		£85.00	
25/04/2006	½ Precept		£1,800.00	
02/05/2006	Trsf to C/A	£850.00		
05/05/2006	Trsf to C/A	£1,400.00		
10/05/2006	Interest		£6.44	
12/06/2006	ditto		£5.19	
10/07/2006	ditto		£5.04	
10/08/2006	ditto		£5.25	
11/09/2006	ditto		£5.87	
26/09/2006	½ Precept		£1,800.00	£4,877.61

BISHOPSTONE PARISH COUNCIL

Bank reconciliation as at 30th November 2006

Bank Account Balances as per statements

Current Account		£935.11
Business Instant Access Account		£4,877.61
Less outstanding cheques		
Cheque no 194 dated 06/01/05*	£52.00	
Cheque No 196 dated 03/03/05*	£60.00	-£112.00
Adjusted bank balances		£5,700.72
Balances as per cash book		£5,700.72
Yet to be accounted for £10. ino Bishopstone PC Sport and Leisure Club		
* £52.00 ino bus shelter cleaner		
*£60.00 ino Bishopstone VH		

BISHOPSTONE PARISH COUNCIL
PARISH COUNCIL MEETING
Thursday 4th January 2007 at 7.30 pm.

ACTION PLAN

WHAT ACTION	BY WHOM	COMPLETED ✓
Contact Terry Everett to ask him to meet the Parish Steward on February 1 st or March 1 st to identify village drains and ditches.	ERD	
Organise Parish Steward to meet up with Terry Everett when date is known	TWL	
Look up what action was taken when Flamstone Street to Crouchston Mill footpath last flooded then report to council	TWL	
Inform SDC how much is required for the precept for 2007	JFM	
Visit Mr Moores to see if he would be happier to give up bus shelter cleaning	ERD	
Tell the people reporting Greenfields lack of action on planning order to contact Stephen Hawkins, Enforcement Officer	TWL	
Report non-compliance of Greenfields planning order to Stephen Hawkins	ERD	
Ask Parish Steward how we should approach dangerous condition of C12 at Flamstone Park	TWL	
Write to WCC Highways to ensure C12 speed limits are high on the list for their review	NTB	
Contact Stan Robinson and start up Recreation Ground Committee.	JFM	
Obtain two builder's quotes for repairing the Recreation Ground toilets	NTB	
Ask Col. Bullock about cutting back the tree obstructing the footpath next to The Old School House	TWL	
Speak to Ian Smith about the Parish Council opening a website	TWL	
Write to Ian Fowler, Broad Chalke School to decline passing over R2 funds	TWL	
Clarify if Parish Meeting is to be held in March	TWL	
Invite Montgomery Coal Charity and Neighbourhood Watch representatives to Parish Meeting	TWL	
Ask SDC if Stratford Tony households could be charged a basic parish tax that would cover the cost of churchyard maintenance	ERD	
Ask SDC for a plastics recycling bin at the White Hart	TWL	
Ask SDC for Election Forms for a Parish Councillor election in May	TWL	
Obtain written confirmation that SDC have approved the reduction of Bishopstone Parish Council from 9 to 7 councillors.	ERD	