

BISHOPSTONE PARISH COUNCIL
PARISH COUNCIL MEETING
Thursday 3rd January 2008 at 7.30 pm.

MINUTES

1. **Present** : Parish Councillors : E R Draper (ERD),
N T Barter (NTB),
T W Long (TWL),
J F Murray (JFM)
County Councillor : Tony Deane
Neighbourhood Police Team : PC Peter Jung
PCSO Sam Spacey

2. **Apology for absence** : Apologies had been received from Councillor B C Draper (BCD).

3. **Declaration of Interests** : There were no amendments to those previously registered.

4. **Public Question Time** : Mr D Gooden and Mr M Holland representing Broad Chalke Parish Council were present for a discussion about the Post Office Network Change Programme.
 - Consultation on the plans published in December 2007 would be open until January 30th 2008. Under the proposals Coombe Bissett Post Office was to become a Partner Service within the Outreach Programme introduced by the Post Office Ltd. This would mean that products and services offered would be only the most popular, it being necessary to go to a larger office for occasional services. Broad Chalke Post Office would also be transferred to the Outreach Programme but Post Office Ltd had not yet decided upon the format.

During discussion it became apparent that if the reduced service were to be introduced at Broad Chalke then there was a real danger that Fry's Butchers could close. All agreed that everyone should be encouraged to attend a public meeting at Broad Chalke on 9th January when it was hoped to have a representative from Post Office Ltd present.

This council planned to send a letter of objection and it was taken on board that Broad Chalke Parish Council hoped that the objection would be to any change whatsoever. All agreed that as many other protesting letters as could be mustered was the desired action.

County Councillor Tony Deane said that it was necessary to discover the criteria by which the post office had "failed" Broad Chalke and Coombe Bissett because only then would we know the grounds on which to fight back. All agreed that this would be better than emotional arguments since the Network Change Programme was a business based project for change. However some councillors showed doubt as to where we could obtain details of the judgement criteria.

5. **Minutes of the last meeting** : JFM proposed approval, seconded by NTB. Minutes of the meeting held on 1st November 2007 were signed by the Chairman as a correct record.

6. **Agenda items** :
 - 6.1. **Neighbourhood Police Report** :

PC Jung stated that thankfully the valley had been relatively calm of late.

6.2. County Councillor's Report :

Councillor Deane reported that there had been problems in parts of the area, since regional ambulance control had been introduced, with ambulances correctly finding their destination. He felt that it could be useful to have a few people in each village nominated as volunteers who could direct ambulance crews to addresses if required. JFM voiced concern about any legal implications that might arise from such an arrangement. TWL expressed surprise that regionally controlled emergency vehicles were not fitted with adequate satellite navigation systems with voice instruction.

There had been ongoing discussion about Community Area Boards that would have a participation in the running of the new unitary authority Wiltshire Council. Councillors north of the plain seemed to favour small community areas of 7,000 population whilst those south of the plain preferred larger areas of 20,000.

Councillor Deane was waiting to hear from the Highways Department about the scheduling of a proper repair of the C12 High Road through the western part of the village.

6.3. District Councillor's Report :

ERD informed the meeting that the next issue of Citizen magazine was about to be published and showed some concern over the continuance of the magazine as a non-political communication.

A new Chief Executive had been appointed in Salisbury with the departure of David Crook.

6.4. Clerk's Report :

6.4.1. The following items were agreed unanimously

6.4.1.1. TWL would attend the SDC Planning Seminar on January 25th.

6.4.1.2. NTB, JFM and TWL would attend the Parish Council Liaison Meeting to meet the new Chief Executive at Salisbury on March 10th.

6.4.1.3. All agreed that the roadside sign to the Parish Church should be ordered at a cost of £298.80. See Action Plan.

6.4.1.4. No comment would be returned upon the Polling District Review 2007 being carried out by SDC. Initially NTB had reminded the meeting that those parishioners living on the Blandford Road had to travel a great distance to come to our polling station. In the event of a general election it would make no difference if they cast their vote at Coombe Bissett. However since we could not be certain of election areas for the unitary authority he thought it best that we should delay any change proposals.

6.4.1.5. We should not have any routine procedure for attending SDC Area Committee Meetings.

6.4.2. TWL reported that, as clerk, he was now holding a kit of materials for removing graffiti which he hoped not to have to use.

The next visit of the SDC Compactor to collect bulky waste from householders would be March 15th. See Action Plan.

WCC Highways Department had confirmed that they would be carry out improvement work in the near future to alleviate the surface water flooding in Netton Street.

6.5. Responsible Finance Officer's Report :

6.5.1. JFM reported that the bank statements as at 31st December had not yet been received so the attached schedules did not include a bank reconciliation.

Against our £5,889.00 budget expenditure was projected to be £4,478.47 including

- £1,000 plus to be spent clearing the remains of the old pavilion on the Recreation Ground.
- £500 donation to the Village Hall
- Some expenditure that was included for contingencies.

JFM added that expenditure could well prove lower than projected.

6.5.2. Two cheques had been raised and correctly approved since the last meeting.

- £60 to pay for our hire of the hall as per the approved budget.
- £500 to Bishopstone Parochial Church Council. In fact the amount in our approved budget was £600 but the higher amount had not been paid whilst a request to have a set of the latest PCC accounts was pending ; this request was to allow us to justify the expenditure in case it should be queried.

Councillors sought clarification from NTB as to why Bishopstone contributed to the upkeep of Stratford Tony churchyard. It was agreed that the upkeep was a matter for the PCC but that Bishopstone should not be contributing public money when Stratford Tony parishioners paid no precept at all. TWL reminded councillors that SDC could not impose a precept on the residents and those residents were not obliged to form a parish council for the purpose. All agreed that we should ask ERD to get some more clarification from SDC Legal Affairs. See Action Plan.

TWL proposed and ERD seconded that the extra £100 should be paid to Bishopstone PCC but with the request that it was not to support Stratford Tony churchyard. See Action Plan.

6.5.3. As at the November meeting councillors were very conscious of the masked position of our finances when reviewing the budget for 2008/2009. If we were to have to pay the salary of a clerk or meet the cost of cutting the Recreation Ground then our current level of precept would not meet outgoings.

TWL suggested that "repairs and maintenance" should be increased to £1,000 so that we could resurface some of the well-used village footpaths, repair some broken styles, clear some footpath obstructions and replace some road signs. This was agreed bearing in mind that we could try to recover some costs when the work was scheduled.

JFM proposed that £1,000 needed to be included for the safe replacement of the broken fence on the Recreation Ground southern boundary and for the placing of warning notices. It was agreed that the work must be done to keep the Ground secure.

With the budget agreed NTB proposed that the precept should be increased from £3,600 to £4,000 in order to protect the finances against the risks outlined. TWL seconded the proposal and all agreed that this should be the precept requested from SDC. See Action Plan.

6.6. Recreation Ground Management Report :

- 6.6.1. It was agreed that TWL should write to Ted Barnes about clearing the remains of the old pavilion. See Action Plan
- 6.6.2. JFM reported that the Chalke Valley Sports Centre would meet on 16th January to decide the structure of the committees running the centre. At that time it could be expected that the question of delegates to sit on committees would arise again.
- 6.6.3. Despite two e-mails there had been no further contact from Chalke Valley Football Club over their interest in using our Recreation Ground. See Action Plan.

6.7. Risk Assessment :

The draft document for 2007 was approved and signed by the Chairman.

7. Planning Matters :

Decisions given by Salisbury District Council since the last meeting :

Reference	Place	Development	Decision	Date of Decision
2007/1959	Crowden Hill, Old Shaftesbury Drove	Erection of a new 2/3 storey dwelling, wind turbine, equipment barn, stable, hay barn, kitchen garden, bridleways and associated works including use of dwelling for student accommodation in association with new agricultural/equestrian enterprise	Refused	16.11.07
2007/2056	Riverside West Cottage	Fell 1xash, 1xbeech, 2xhorsechestnut, 2xleylandii	Granted	23.11.07
2007/2107	Riverside West Cottage	UPVC Conservatory	Refused	12.12.07

8. Any Other Business :

NTB informed councillors that the application made by the Village Hall Management Committee to the Big Lottery Fund for support to refurbish the Village Hall had not succeeded on this occasion. The Committee would now seek funding from other sources.

There being no other business the meeting closed at 10.00 pm

DATE OF NEXT MEETING – Thursday 6th March 2008 following the Annual Parish Meeting which will be held at Bishopstone Village Hall starting 7.30 pm.

Signed as an accurate record :

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CHAIRMAN

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DATE

Attachment 1

BISHOPSTONE PARISH COUNCIL**Cash Book****Income & expenditure to 31st December 2007 for the year ended 31st March 2008****Current Account**

DATE	DETAILS	GRANTS DONATIONS	PAYMENTS	RECEIPTS	BALANCE
Opening balance					£725.03
24/04/2007	Transfer from deposit a/c			£500.00	
26/04/2007	Allianz Cornhill		£14.01		
09/05/2007	WALC		£175.79		
09/05/2007	Allianz Cornhill		£623.65		
09/05/2007	SDC Printing		£10.58		
05/07/2007	Bobby Van Trust	£50.00			
05/07/2007	Dr I Smith Web Site	£150.00			
05/07/2007	Clerk's Expenses		£34.36		
23/07/2007	J C Construct (R2)		£1,480.50		
25/07/2007	Transfer from deposit account			£1,500.00	
06/09/2007	Election expenses		£25.00		
06/09/2007	Cricket Flyers		£11.75		
06/09/2007	Clerks Expenses		£32.11		
06/09/2007	Atkinsons Audit		£61.69		
06/09/2007	CVSC annual grant	£400.00			
07/09/2007	Transfer from deposit account			£1,000.00	
01/11/2007	Mazaars		£58.75		
03/12/2007	Village Hall		£60.00		
03/12/2007	Bishopstone PCC	£500.00			
06/12/2007	Transfer from deposit account			£500.00	£536.84
		£1,100.00	£2,588.19	£3,500.00	

Attachment 3

BISHOPSTONE PARISH COUNCIL**Expenditure v Budget for the financial year 2007/2008 as at 31st December 2007**

DETAILS	EXPENDITURE	ANNUAL BUDGET	VARIANCE TO BUDGET	ESTIMATED OUTCOME FOR THE YEAR
Churchyard Cutting	£500.00	£600.00	£100.00	£600.00
Village Hall		£500.00	£500.00	£500.00
Clerks Salary/Expenses	£66.49	£1,000.00	£933.51	£100.00
Hire of Village Hall	£60.00	£60.00	£0.00	£60.00
WALC subscription	£149.61	£175.00	£25.39	£149.61
Chalke Valley Sports Club	£400.00	£400.00	£0.00	£400.00
Insurance	£637.66	£650.00	£12.34	£637.36
Audit Commission	£50.00	£150.00	£100.00	£150.00
Internal Auditor	£52.50	£50.00	£2.50	£52.50
Repairs & Maintenance		£500.00	£500.00	£1,000.00
Bus Shelter Cleaning		£104.00	£104.00	£104.00
Donations	£50.00	£200.00	£150.00	£200.00
Contingency	£160.00	£500.00	£340.00	£500.00
Local elections	£25.00	£1,000.00	£975.00	£25.00
TOTAL	£2,151.26	£5,889.00	£3,737.74	£4,478.47

Notes

Variance to budget : Numbers in black are positive : numbers in red are negative
Expenditure is shown net of VAT which is refundable

*Assumes no clerk will be hired this financial year

** Assumes we spend £1,000.00 clearing debris from Recreation Ground. Is this enough ?

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ACTION PLAN

WHAT ACTION	BY WHOM	COMPLETED ✓
Ask Ted Barnes for a quote to remove the remains of the old pavilion from the Recreation Ground and when he would be able to do it	TWL	
Obtain notices prohibiting dogs, horses and the use of motorbikes from the Recreation Ground	TWL	
Install notices at the two gates to the Recreation Ground	TWL	
Carry forward a review of the "dogs and Recreation Ground" issue to the May meeting of the Council	TWL	
Finalise our letter of objection to the Network Change proposals from Post Office Ltd after attending the Broad Chalke (& Coombe Bissett ?) meeting then obtain approval before mailing it.	TWL	
Maintain contact with Councillor Tony Deane to track progress on repairs to C12 High Road	TWL	
Contact Paul Gerard at WCC Highways to ask for a wooden finger-post road sign at the bottom of Wilton Hill (Portfield Road)	TWL	
Order the sign to the Parish Church from WCC	TWL	
Write notice for STAB to promote the Compactor lorry to visit on March 15 th 2008	TWL	✓
Raise cheque for £100.00 to Bishopstone PCC ring –fenced as contribution to this parish costs	JFM	
Request £4,000.00 precept from Salisbury District Council for the year 2008/2009	JFM	
Prepare feedback to WCC in readiness for their contact in January. Ask about the possibilities of taking over the allotments in the village.	TWL	
Continue follow up with Chalke Valley Football Club over their interest in using the Recreation Ground	JFM	
Explore the possibility of organising a summer event on the Recreation Ground next year	TWL	