

BISHOPSTONE PARISH COUNCIL
PARISH COUNCIL MEETING
Thursday 5th July 2007 at 7.30 pm.

MINUTES

1. **Present** : Parish Councillors : E R Draper (ERD),
N T Barter (NTB),
B C Draper (BCD),
T W Long (TWL),
J F Murray (JFM)
Neighbourhood Police : PC Peter Jung
2. **Apology for absence** : Apologies had been received from County Councillor Tony Deane.
3. **Declaration of Interests** : There were no amendments to those previously registered.
4. **Public Question Time** : There were no members of the public present.
5. **Minutes of the last meeting** : JFM proposed approval, seconded by NTB. Minutes of the meeting held on 10th May 2007 were approved and signed by the Chairman.
6. **Matters arising from the May Action Plan** :
 - 6.1. The Acceptance of Office and Register of Interests forms had been received back from Salisbury District Council.
 - 6.2. TWL had visited Mr Moores and was able to report that he and his wife had stated that Mr Moores wanted to continue to clean the bus shelters.
 - 6.3. Ted Barnes had not yet removed the remains of the old pavilion from the Recreation Ground. After the heavy rains of June the ground was too sodden anyway. However TWL was instructed to chase Ted to get a commitment to do the job as soon as possible. JFM reminded councillors that the waste had to be disposed of correctly. It was generally felt that Ted Barnes and the skip contractor could be relied upon to satisfy the Hazardous Waste Regulations. See Action Plan.
 - 6.4. ERD said that he had removed the broken stile at the southern end of footpath number 8 opposite Pitts Lane.
 - 6.5. A meeting had been arranged with Salisbury District Council Environmental Services about the mini recycling point at The White Hart. Unfortunately before this had happened the landlady had asked SDC to remove the recycling bins because rubbish was being left around them. Councillors agreed that this action was most regrettable but understandable.
 - 6.6. TWL had booked the compactor vehicle to come to the Village Hall car park on 20th October 2007. See Action Plan.
 - 6.7. The broken fence opposite Bridge House had been repaired and NTB advised that it, together with the other fence nearby and the bollards should be painted white. See Action Plan.

7. Chairman's nominated agenda items

7.1. Parish Councillor vacancies : No response had been received to the notices on the village noticeboards inviting applications for the post of councillor. ERD proposed that we should continue to advertise but that we should not press friends and acquaintances to come forward. TWL suggested that we needed young female applicants if we were to be more representative of parishioners. This was generally thought to be fair.

8. Agenda items :

8.1. Finance Report :

8.1.1. JFM handed out the schedules showing the financial position on 31st May 2007.

8.1.1.1. The statement for the deposit account had not been received from the bank so we probably had slightly more on deposit when interest and VAT refund were added in.

8.1.1.2. JFM reminded councillors that although it had been projected at the January meeting that the cleaning up of the Recreation Ground would cost approximately £600, it had been agreed not to itemise it in the budget details.

8.1.1.3. The first half of this year's precept amounting to £1,800 had been received from Salisbury District Council.

8.1.1.4. A VAT refund of £56.92 had also been received.

8.1.2. The books had been passed to the internal auditor but he had yet to look at them as he had been absent on leave.

8.1.3. The statement from Salisbury District Council dated 4th July 2007 showed an amount of R2 funds available after deducting the payment to Chalke Valley Sports Centre of £6,537.61. Of this sum £2,031.67 would expire on 1st April 2008 and £668.85 had no expiry date.

8.1.4. JFM had completed an update of the Fixed Assets Register. The fencing at the southern boundary of the Recreation Ground had been listed as an asset but it was uncertain as to whether this should be specifically included within the insurance policy. It was agreed that JFM should check what premium this might add before deciding. See Action Plan.

8.1.5. Payments for approval :

8.1.5.1. Cheque to The Bobby Van Trust for £50.00 was signed

8.1.5.2. Cheque to Dr Ian Smith for £150.00 was signed

8.1.5.3. Cheque to TWL's clerk expenses for £34.36 was approved by NTB and seconded by ERD then approved and signed.

8.2. Clerk's Report :

8.2.1. The Parish Steward Andy Roper was not carrying out his work as enthusiastically and thoroughly as might be desired so councillors agreed that TWL should speak to his manager. See Action Plan.

8.2.2. It was agreed that we should agree to SDC Planning Department's request that other councils join us for their presentation. The meeting would be on September 6th about the issues affecting the core strategy for the new Local Development Framework. See Action Plan.

8.2.3. It was agreed that TWL should write to SDC Housing to request that some grab bars be put in place at the front doors of the bungalows in The Styles to help the residents to safely enter their front door. See Action Plan.

- 8.2.4. The bus lay-by at The White Hart is a no parking area but that at The Old School is not. It was agreed to monitor parking there. See Action Plan.
- 8.2.5. It was agreed that TWL should carry out a survey of the road signs in the parish and prepare a report. See Action Plan.
- 8.2.6. It was agreed that because time had not permitted us to join in the WCC protest over proposed Post Office closures that TWL should be authorised to object to the plans when they are published shortly. See Action Plan.
- 8.2.7. Councillors instructed TWL to write to the Highways Department about the state of the High Road C12 which was getting worse, not only just at Flamstone. See Action Plan.

8.3. Neighbourhood Police Report

- 8.3.1. PCSO Beverly Richards had left the force. TWL proposed and BCD seconded that a letter be written to the Chief Constable expressing our concern and pressing for a replacement very quickly. See Action Plan.

8.4. Village Web Site Report

TWL reported that with the £150 cheque to Ian Smith he would be able to stabilise the site. It was generally felt by councillors that keeping the site fed with new articles and news was improving its appeal. The number of people subscribing to the free update service was disappointing but JFM stressed again that it would be a long hard process but very worthwhile.

8.5. Risk Assessment

A draft document for 2007 was distributed for councillors to assess and improve for adoption at the next meeting. See Action Plan.

8.6. Weekly Refuse Collection

ERD reported that the newly elected District Council had called for a review of the scheme so we should wait to see the new proposals before being able to develop a view.

8.7. Recreation Ground Committee

- 8.7.1. NTB proposed BCD seconded and it was agreed that the Rules for the Committee be adopted.
- 8.7.2. The Committee needed to agree the specification for the toilet installation. It was proposed that Mark Burt could provide one of the necessary quotes. See Action Plan.
- 8.7.3. Chalke Valley Football Club had shown great interest in using the Recreation Ground as a practice pitch. JFM would continue the discussion.
- 8.7.4. A Junior Cricket Day would be held on 29th July and Bishopstone Cricket Club were organising the day.
- 8.7.5. Dog fouling continued to be a problem. The committee were moving towards a proposal to prohibit dogs from the Ground. See Action Plan.

8.8. Code of Conduct

NTB proposed ERD seconded and all agreed that the new Model Code of Conduct as applicable to members and co-opted members of parish councils should be adopted as the standard for Bishopstone Parish Council. This would cancel and replace the Model

Code of Conduct adopted on 6th March 2002. The signature of each councillor on their Acceptance of Office form would act as affirmation to abide by the Model Code of Conduct.

9. Planning Matters :

Decisions given by Salisbury District Council since the last meeting :

Reference	Place	Development	Decision	Date of Decision
2007/487	Old School, Broadchalke Road	Erect double garage	Granted	01.05.07
2007/677	Westerleigh, The Cross	Pitched roof over garage to create ancilliary accomodation	Granted	24.05.07
2007/807	The Bield, Flamstone Street	Single storey extension on front	Granted	11.06.07
2007/865	6 The Croft	Extension to east end	Granted	22.06.07
2007/880	Greenfields, the Drove	Pitched roof on existing conservatory	Granted	21.06.07

There being no other business the meeting closed at 9.45 pm

DATE OF NEXT MEETING – Thursday 6th September 2007 at Bishopstone Village Hall starting 7.30 pm. At 6.30pm there will be a presentation by Salisbury District Council Planning Department on the subject of “Issues and Options for the Core Strategy for the new Local Development Framework”

Signed as an accurate record :

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CHAIRMAN

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DATE

Attachment 1

BISHOPSTONE PARISH COUNCIL**Bank reconciliation as at 31st May 2007****Bank Account Balances as per statements**

Current Account		£ 401.00
Business Instant Access Account*		£5,231.50
Less total outstanding cheques		(£200.00)
Total		£5,432.50
<u>Cash Book Balances</u>		
Current Account		£ 201.00
Deposit Account		£5,231.50
Total		£5,432.50
Yet to be accounted for £10. ino Bishopstone PC Sport and Leisure Club		
** Cheques yet to be presented		
238 Bobby Van Trust		£ 50.00
239 Dr I Smith		£150.00

* May statement yet to be received

Attachment 4

BISHOPSTONE PARISH COUNCIL**Expenditure v Budget for the financial year 2007/2008 as at 5th July 2007**

DETAILS	EXPENDITURE	ANNUAL BUDGET	VARIANCE	
Churchyard Cutting		£600.00		
Village Hall		£500.00		
Clerks Salary/Expenses	£9.00	£1,000.00	£991.00	
Hire of Village Hall		£60.00		
WALC subscription	£149.61	£175.00	£25.39	
Chalke Valley Sports Club		£400.00		
Insurance	£637.66	£650.00	£12.34	
Audit Commission		£150.00		
Internal Auditor		£50.00		
Repairs & Maintenance		£500.00		
Bus Shelter Cleaning		£104.00		
Donations	£50.00	£200.00	£150.00	
Contingency	£150.00	£500.00	£350.00	
Local elections		£1,000.00		
TOTAL	£996.27	£5,889.00		

Notes

Expenditure is shown net of VAT

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ACTION PLAN

WHAT ACTION	BY WHOM	COMPLETED ✓
Remind Ted Barnes to remove the remains of the pavilion from the Recreation Ground	TWL	
Submit notice to STAB advertising compactor visit on 20 th October	TWL	✓
Print flier for door-to-door drop for compactor visit on 20 th October	TWL	
Instruct Parish Steward to white paint the fences and bollards at the old bridge opposite Bridge House	TWL	
Finalise Fixed Assets Register	JFM	
Decide if Recreation Ground southern fence should be insured	JFM	
Discuss Parish Steward performance with Highways Department management	TWL	
Organise Local Development Framework meeting on 6 th September with Natasha Styles	TWL	
Write to SDC Housing Department asking for support rails at The Styles bungalows	TWL	✓
Monitor parking at lay-by at The Old School House	All councillors	
Prepare report for councillors on road signs in the village	TWL	
Make objections if applicable to the Post Office closure plans when they are published	TWL	
Write to Highways Department objecting to the state of C12 High Road	TWL	✓
Write to Chief Constable raising PC's concern over PCSO vacancy	JFM	
Prepare criticism and improvement suggestions to 2007 Draft Risk Assessment	All councillors	
Ask Mark Burt to provide quote on Recreation Ground toilet installation	NTB	
Give NTB a copy of the latest specification for the Recreation Ground toilet installation	TWL	
Explore Health & Safety aspects of dogs on the Recreation Ground	JFM	