

BISHOPSTONE PARISH COUNCIL
PARISH COUNCIL MEETING
Thursday 10th May 2007 at 7.30 pm.

MINUTES

Those present recorded with sorrow the recent death of the past Chairman of the Parish Council, Group Captain A C Blythe.

- 1) **Present** : Parish Councillors : E R Draper (ERD),
N T Barter (NTB),
B C Draper (BCD)
T W Long (TWL),
Neighbourhood Police : PC Peter Jung
- 2) **Apology for absence** : Apologies had been received from Parish Councillor J F Murray (JFM).
- 3) **Election of Chairman** : It was proposed by TWL seconded by NTB and unanimously agreed that Councillor E R Draper be Chairman for the following year.
- 4) **Fill Councillor vacancies** : The Chairman proposed that a notice be placed in STAB and on the village noticeboards inviting applications from residents to be co-opted as councillors. See Action Plan.
- 5) **Elect Vice Chairman** : It was proposed by NTB seconded by ERD and unanimously agreed that Councillor B D Draper be Vice Chairman for the following year.
- 6) **Appoint Committees** : It was unanimously agreed that the Recreation Ground Committee continue as formulated for the following year with JFM as Chairman.
- 7) **Appoint Representatives** : TWL proposed BCD seconded and it was unanimously agreed that Councillor N T Barter be the Parish Council's representative on the Village Hall Management Committee. TWL proposed NTB seconded and all agreed that Mr Reg Barrett be confirmed as the Parish Council's appointed trustee for the Montgomery Coal Charity. See Action Plan.
- 8) **Acceptance of Office** : The Acceptance of Office Form and Register of Interests Form were completed and signed off by all councillors. JFM had already signed the forms before his absence. See Action Plan.
- 9) **Declaration of Interests** : There were no amendments to those previously registered.
- 10) **Public Question Time** : There were no members of the public present.

11) Minutes of the last meeting : NTB proposed approval, seconded by BCD. Minutes of the meeting held on 1st March 2007 were approved and signed by the Chairman. The minutes of the Annual Parish Meeting held on 1st March 2007 were checked to ensure that they had been correctly written. It was agreed by all present that they were accurate and should be approved at the 2008 Annual Parish Meeting.

12) Matters arising from the March Action Plan :

- i. The Chairman instructed TWL as Clerk to write to Mr Moores to ask if he would wish to stop cleaning the bus shelters because apparently he had recently been unwell. See Action Plan.
- ii. It was agreed that NTB should hand over to the Recreation Ground Committee the project to refurbish the toilet block. Also that TWL should get Ted Barnes to clear the pavilion remains from the north east corner. See Action Plan.
- iii. The Chairman said that he would remove the broken stile at the southern end of footpath number 8 opposite Pitts Lane because the Draper family did not intend to keep any animals in that field in the foreseeable future. See Action Plan.

13) Agenda items :

- i. Finance Report : The typed report from the Responsible Finance Officer (JFM) was handed out.
 - a. At 31st March 2007
 - Schedule 1 - Bank reconciliation reflected that the total funds held by the Council was £4,656.53
 - Schedule 2 – Cash book entries for the current account
 - Schedule 3 – Cash book entries for the interest earning account
 - Schedule 4 - Expenditure v Budget for the year
 - b. Annual Audit : The returns had been received for the year ending 31st March 2007 and would be progressed as necessary.
 - c. R2 Policy Funds : Approval had been received from Salisbury District Council to donate £1,561.04 to the Chalke Valley Sports Centre. The balance on our R” account would then become £4,666.14 plus any accrued interest that might be added to the account.
 - Of that sum £668.85 had no expiry date
 - £2,031.67 would expire on 01/04/08
 - £1,965.62 would expire on 15/04/09
 - £1,871.47 would expire on 11/08/10. This amount was from the development at Throope Down Barn (Planning Application S/2004/2403 extensions and alterations to form a new dwelling which had been refused but then allowed on 09/06/05 after an appeal). Until recently it had been indicated that development had not started but the schedule now shows that funds are held to our name.
 - d. Rate Relief for the Recreation Ground : Salisbury District Council had been told that the property is owned and operated by this Parish Council. In response, SDC were going to ask the District Valuer to remove the site from the Valuation List and treat it

as a recreation ground where rates are not payable. SDC said this would make sense and would not affect us should the discretionary relief be removed. Strictly speaking, a precepting authority should not receive discretionary relief and this included parish councils.

e. Payments for approval :

- Annual subscription to Wiltshire Association of Local Councils £175.79
- Renewal premium for Parish Council insurance policy to Allianz Cornhill £623.65 which was due on 1st June 2007.
- Additional premium for Parish Council insurance policy to Allianz Cornhill £14.01 to cover the cost of insuring the village noticeboards at the Recreation Ground and the Church Lane bus shelter.
- Printing charge from Salisbury District Council for the flyers advertising the Compactor visit on March 31st 2007 for £10.58

TWL proposed BCD seconded and it was unanimously agreed that these payments be approved so the cheques were signed. See Action Plan.

f. Insurances : It was agreed that the proposal by JFM to review the Parish Council assets and the insurance cover be carried out. See Action Plan.

g. VAT Refund : A claim for a refund amounting to £56.92 had been made.

ii. Chalke Valley Sports Centre : JFM had reported that the committee running the Sports Centre had been re-elected for 2007 but that the Chairman wanted to resign and see the chairmanship rotate from village to village through the valley. Councillors were unable to think of anyone from our village who would be an obvious ready candidate so agreed to give it further thought. ERD had been approached in respect of the high insurance premium needed for the centre but felt strongly that the premiums were the responsibility of Broadchalke Parish Council in whose name the land was leased. He felt that our responsibility was to contribute to the operating costs of the centre. NTB proposed that we should look to an increase in our contribution, maybe to £500 per annum.

iii. Clerk's Report

a. TWL reminded the Council that the two applications for the job of Clerk had been withdrawn. It was no longer possible to do the job without being competent with common computer programmes. He proposed that he should take the job on a more fixed basis but unpaid since he wished to remain an elected Councillor. The meeting agreed to this.

b. Parish Steward : The priority jobs of clearing drains and ditches had now been completed including the 13 gullies on the High Road between Pitts Lane and Harvest Lane. The bridge boundary fences had been painted white.

- iv. Neighbourhood Police Report
TWL asked if the reports of recent crimes circulated by e-mail could be uploaded on the village website. PC Jung replied that the purpose of the message was to place the reports in the public domain so yes they could be reproduced.
PC Jung would like the police report to be part of the standing agenda of Parish Council meetings. See Action Plan.
- v. Three Horseshoes Bridge
Wiltshire County Council engaged consultants to assess the county's bridges in 2000 and Three Horseshoes Bridge was judged to need a new deck to meet the 41 tonne lorry requirement. Now the same consultants were returning to carry out a feasibility study to decide how to overcome the sub-standard rating. Councillors considered that we should not respond to the consultation since all local residents and businesses were being invited to comment.
- vi. Community First Membership
ERD proposed BCD seconded and the meeting decided that membership should not be renewed, TWL stating that we had received little value from our 2006 membership.
- vii. Bobby Van Trust
NTB proposed BCD seconded and the meeting agreed that we should donate £50 to the Trust, PC Jung stating that after mishap or incident involving the elderly then this trust were always very quick to help. See Action Plan.
- viii. Compactor
After the relative success of the 31st March visit when over 30 villagers used the service depositing almost 2 tons of rubbish, it was agreed that we should book the vehicle to come on Saturday 20th October 2007. See Action Plan.
- ix. Village Hall Big Lottery Fund bid
Councillors agreed to give their full support to the village hall project.
- x. Delegated Responsibilities for 2007
Planning matters – E R Draper
Rights of Way – T W Long
Public Transport – T W Long
Environment – B C Draper
Chalke Valley Sports Club – J F Murray
Neighbourhood Police Liaison – J F Murray
Flood Warden – N T Barter
Parish Steward Liaison – T W Long
AONB Parish Partner – N T Barter
- xi. Local Government Review
The bid by Wiltshire County Council for a unitary status authority to administer the county instead of the existing county council plus four district councils was discussed.

The Chairman considered that the expert evidence supporting the bid versus the expert evidence opposing the bid showed that there would be great doubt over the claimed benefits. Others felt that common functions ought to be centralised across the councils to save money. The consensus was that whilst our reasons may differ we were all against the unitary bid and should make this known. See Action Plan.

xii. Mini Recycling Point

The White Hart had written to NTB complaining that rubbish was being left beside the recycling bins and that the pub's waste bins were being used for dumping rubbish. It was agreed that a bin placed beside the recycling bins at the District Council's expense would be the simplest solution. See Action Plan.

xiii. Broken Fence

NTB reported that the fence in The Alley opposite Bridge House was collapsing. See Action Plan.

xiv. Village Web Site

It was agreed that £150 should be paid to Dr Ian Smith to meet the cost of domain name fees and to overcome the intrusion of pop-up adverts on the site. See Action Plan.

14) Planning Matters :

Decisions given by Salisbury District Council since the last meeting :

Reference	Place	Development	Decision	Date of Decision
2007/81	Westerleigh, The Cross	First floor extension over garage	Refused	01.03.07
2007/89	Ebble Bank, Netton Street	Erect garden store, stable & car port	Granted	12.03.07
2007/394	The Lodge, Flamstone Street	Replace window by kitchen door, convert garage to bedroom	Granted	17.04.07
2007/487	Old School, Broadchalke Road	Erect double garage	Granted	01.05.07
2007/613	10 Manor Farm Cottages	Two storey extension	Granted	27.04.07

There being no other business the meeting closed at 9.45 pm

DATE OF NEXT MEETING – Thursday 5th July 2007 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**Bank reconciliation as at 31st March 2007****Bank Account Balances as per statements**

Current Account		£ 725.03
Business Instant Access Account		£3,931.50
Total		£4,656.53
<u>Cash Book Balances</u>		
Current Account		£ 725.03
Deposit Account		£3,931.50
Total		£4,656.53
Yet to be accounted for £10. ino Bishopstone PC Sport and Leisure Club		

Attachment 4

BISHOPSTONE PARISH COUNCIL**Expenditure v Budget for the financial year 2006/2007 as at 31st March 2007**

DETAILS	EXPENDITURE	ANNUAL BUDGET	VARIANCE	
Churchyard Cutting	£500.00	£550.00	£50.00	
Village Hall	£500.00	£500.00	Nil	
Clerks Salary/Expenses	£40.09	£1,100.00	£1,059.91	
Hire of Village Hall	£60.00	£60.00	Nil	
WALC subscription	£138.23	£167.00	£28.77	
Chalke Valley Sports Club	£350.00	£350.00	Nil	
Insurance	£609.63	£642.00	£32.37	
Audit Commission	£120.00	£100.00	(£20.00)	
Internal Auditor	£50.00	£50.00	Nil	
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	£107.00			
TOTAL	£2,506.45	£5,631.00	£3,124.55	

Notes

Expenditure is shown net of VAT

Donations have been treated as part of contingencies for this exercise.

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Thursday 10th May 2007 at 7.30 pm.

ACTION PLAN

WHAT ACTION	BY WHOM	COMPLETED ✓
Place notice in STAB & on Council Noticeboards inviting persons to be co-opted as councillors	TWL	
Place above notice on Village Hall Noticeboard	NTB	
Notify STAB of new Councillors & positions	TWL	✓
Inform Environment Agency that NTB is the new Flood Warden	TWL	✓
Inform AONB that NTB is the new Parish Partner	TWL	✓
Write to Reg Barrett to formalise appointment as PC Trustee on Montgomery Coal Charity	TWL	✓
Send completed Acceptance of Office & Register of Interests forms to SDC	TWL	✓
Write to Mr Moores to see if he wishes to give up bus shelter cleaning	TWL	✓
Recreation Ground Committee take over responsibility for obtaining estimates for refurbishing the Recreation Ground toilets	JFM	
Instruct Ted Barnes to remove the remains of the pavilion from the Recreation Ground	TWL	✓
Open up the stile access to footpath 8 opposite Pitts Lane beside the Old School House	ERD	
Send off the four cheques signed at the meeting	TWL	✓
Review the inventory of parish assets & report to July PC Meeting on future insurance recommendations	JFM	
Add Neighbourhood Police Report as a standing item on future meeting agendas	TWL	✓
Raise £50 cheque payable to The Wiltshire Bobby Van Trust & obtain approval signatures & pass to TWL for mailing	JFM	
Book Compactor vehicle to come on 20 th October 2007 & arrange for leaflets to be distributed with Village Hall drop	TWL	✓
Return unitary bid questionnaire to WALC with just the "no" box ticked against "does the parish council support the proposal.	TWL	✓
Write to SDC asking for a free waste bin to be provided at the White Hart mini recycling point & for it to be emptied weekly	TWL	
Contact Wilton WCC Highways asking for the fence to be repaired opposite Bridge House	TWL	✓
Raise £150 cheque payable to Dr I R Smith & obtain approval signatures & pass to TWL for mailing	JFM	