

BISHOPSTONE PARISH COUNCIL
PARISH COUNCIL MEETING
Held in Bishopstone Village Hall
Thursday 5th November 2009 at 7.30 pm.

MINUTES

1. **Present** : Parish Councillors : E R Draper (ERD), Chairman
N T Barter (NTB)
D Jarvis (DJ)
B Lampert (BL),
J H Thompson (JHT),
T W Long (TWL), Clerk
- Wiltshire Councillor : Jose Green (JG)
Neighbourhood Police Team : PCSO Sam Spacey (SS)

There were 5 members of the public present.

2. **Apologies for absence** : Apologies had been received from Councillor J F Murray (JFM).
3. **Declaration of Interests** : There were no amendments or additions to those previously registered.
4. **Public Questions** : No questions.
5. **Minutes of the last meeting** : The amended minutes of the Extraordinary Parish Council Meeting held on 4th August 2009 were agreed after it was proposed by NTB and seconded by JHT that they be approved. It was then proposed by BL and seconded by JHT that the minutes of the Parish Council Meeting held on 3rd September be accepted. The Chairman (ERD) signed both minutes as an accurate record.
6. **Neighbourhood Police Report** : SS reported that although covering a larger area now it was the case that he was making two patrols of the village during his normal duty. It was recognised that speeding through the village was still a problem on the High Road. Members agreed that they would like to invite the local Police Inspector to the January meeting. See Action Plan.
7. **Wiltshire Councillor's report** : JG informed members that the future plans for waste collection in Wiltshire was currently under discussion. There would be changes and a move to have the same type and regularity of service across the county.
8. **Village Green Registration Application progress** : TWL reported that the application had now been formally acknowledged by Wiltshire Council and notices displayed. Comments and objections had to be submitted by December 10th so it had to be decided who was going to respond to any submissions. NTB proposed an extraordinary meeting and this was generally agreed as an effective way to handle the council's response. TWL had been asked by the landowner, Mr Stewart, to read

out a letter and statement which he did. DJ expressed the opinion that should any council member decide to formally oppose the decision to front the Picnic Field Village Green application, and especially if they were planning to make representation to that effect; then as a basic courtesy they should inform fellow councillors of their intent to do so. This was noted by those in attendance.

9. **Chairman's nominated item** : ERD passed out copies of the Bishopstone section of the Wiltshire Rights of Way Definitive Map and described the route of footpaths in the village. He also read out an extract of questions and answers about Rights of Way. ERD asked TWL to arrange for the documents to be reproduced in the next issue of STAB. See Action Plan.
10. **Finance Officer's Report** : TWL read out the report submitted by the Responsible Finance Officer (JFM). It was proposed by JHT and seconded by TWL that the cheque for £600.00 payable to the Parochial Church Council be signed.
11. **Parish Clerk's Report** : It was agreed by all members present that the council should pay half the cost of the poppy wreath that was to be laid at the memorial in the church both in this year and in future years. It was understood that the church would pay the other half.
12. **Community Area Partnership** : TWL reported that he and JFM had attended a launch meeting to introduce a CAP to cover the Wilton community area. The feeling had been that it was not immediately clear what the benefits might be yet to stand apart did not seem wise. TWL had therefore volunteered to join a steering group to start up the CAP.
13. **Parish Plan progress** : TWL reported that nobody had turned up for the second launch meeting on September 21st but that the 6-member working party had wanted to continue with the project. An initial questionnaire was now in preparation and its purpose was to gather information about those aspects of the village that were of interest or concern to people. This would then allow a detailed second questionnaire to research the plan in greater detail.
14. **Road Safety** : It was agreed that TWL should fill out a Wiltshire Council Issues Sheet to request that the 40 mph speed limit on the High Road be extended to the western parish boundary. At the same time members wanted the 30 mph limit to be extended from Pitts Lane past Harvest Lane as far as the White Hart. See Action Plan.
15. **Standing Orders review** : It was agreed that members would take another look at the proposed shortened version. See Action Plan.
16. **Risk Assessment** : It was agreed that members would take another look at the document. See Action Plan.
17. **Planning Matters** : No decisions given by Wiltshire Council since the last meeting.

There being no other business the meeting closed at 10.25 pm

DATE OF NEXT MEETING – Thursday 7th January at 8.30pm at Bishopstone Village Hall following the Police Inspector's visit.

Signed as an accurate record :

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CHAIRMAN

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DATE

Attachment 3

BISHOPSTONE PARISH COUNCIL

Bank reconciliation as at 31st October 2009

Bank account balances as per statements

Current account as at 15/09/2009	£ 613.94
Business access account as at 21/09/2009	£ 8,545.56
Outstanding deposits	
Outstanding cheques & transfers	-£45.19
Total	<u>£ 9,114.31</u>

Cash book balances

Current account	£ 568.75
Business access account	£ 8,545.56
Total	<u>£ 9,114.31</u>

Yet to be accounted for £10.00 in the name of Sports Club
Commitment of approximately £2,500.00 in respect of introduction of increased restricted speed zone.

Attachment 4

BISHOPSTONE PARISH COUNCIL**Expenditure v Budget for the financial year 2009/2010
As at 31st October 2009**

Details	Expenditure	Annual Budget	Variance to Budget	Est outcome for the year
Churchyard Cutting		£600.00	£600.00	
Village Hall	£500.00	£500.00	£0.00	
Clerks Salary/Expense	£23.91	£1,600.00	£1,576.09	
Hire of Village Hall	£18.00	£60.00	£42.00	
WALC Subscription	£156.62	£150.00	-£6.62	
Chalke Valley Sports Club		£400.00	£400.00	
Insurance	£586.47	£470.00	-£116.47	
Audit Commission	£120.00	£150.00	£30.00	
Recreation Ground	£28.86	£250.00	£221.14	
Internal Audit	£55.00	£55.00	£0.00	
Repairs & Maintenance		£1,250.00	£1,250.00	
Bus Shelter Cleaning		£200.00	£200.00	
Donations			£0.00	
Contingency	£112.27	£200.00	£87.73	
Local Elections			£0.00	
Web Site		£150.00	£150.00	
	£1,601.13	£6,035.00	£4,433.87	£0.00

Notes

Variance to budget – sign shows where budget has been exceeded

Expenditure is shown net of VAT which is refundable

Insurance negative to budget £116.47 principally due to insuring the Play Train

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ACTION PLAN

WHAT ACTION	BY WHOM	COMPLETED ✓
Investigate feasibility of renovating the disused toilets on the Recreation Ground	TWL	
Survey the existing street signs and approach Wiltshire Council about updating them	TWL	
Upload the Model Publication Scheme on the village website	TWL	
Investigate the flushing through of the land drains under Crouchston housing development.	TWL	
Install a two post bench seat at the White Hart east bus stop.	TWL	
Remove tree prunings from opposite the White Hart.	TWL	
Ask Jo Thompson if she is interested in becoming Tree Warden.	TWL	
Study the draft 2009 Risk Assessment Form and offer suggestions for improvement	All Councillors	
Study the draft Standing Orders and offer suggestions for improvement	All Councillors	
Invite Inspector McMullin to the January Council Meeting	TWL	
Submit the definitive map of village paths & the RoW document to STAB for inclusion in the next issue	TWL	
Send an Issues Sheet to Wiltshire Council about the need for speed limit extensions	TWL	