

**BISHOPSTONE PARISH COUNCIL
MEETING OF THE PARISH COUNCIL
Held in the Village Hall Bishopstone
Thursday 11th November 2021 at 7.00pm.**

MINUTES

<u>Present</u> :	Parish Councillors :	J Gibbon (JG) Chairman A J Thorne (AJT) N Barter (NTB) Mrs A Smith (AS) P Edwards (PE) Mrs M Tatner (MT) S Williams (SW)
	Parish Clerk:	M R Ash (MRA)
<u>Also present:</u>	Mrs S Cooke Mrs S Leaver R Pendleton P Mildred Mrs J Mildred	Mrs C Sharpless Mrs P Carnall Mrs C Penwarden J Steedman Cllr Nabil Najjar

1. Apologies for Absence

There were no apologies for absence.

2. Declarations of interest

There were none.

3. Approval of Minutes of the meeting on 9th September 2021.

MT proposed that the minutes of the meeting on 9th September 2021 be approved as a correct record, this was seconded by NTB and agreed.

4. Matters Arising from the Minutes, including Action Plan.

MRA said that most of the matters arising from the minutes were covered by items on the agenda. The drainage ditch in the field in Netton Street had now been cleared. Problems with the run-offs at the side of the road up to the racecourse had been reported to Wiltshire Council but no action had resulted. MRA said that he would take this up again. The condition of the goal posts on the Recreation Field remained to be assessed.

Cllr Williams reported that an application had been submitted to the Woodland Trust for a pack of 30 tree saplings to plant in the margins of the Recreation Field as part of the "Queen's Green

Canopy” project to mark next year’s Platinum Jubilee. If successful the trees will be received in March, when help will be needed with planting. It was agreed to include a request for help in December’s edition of STaB.

5. Public Question Time

Those attending indicated that the only matter they wished to raise was that of speeding in the village. It was therefore decided to combine Agenda Items 5 and 9.

MRA said that paper BPC(09)21 had been circulated to Councillors before the meeting. A copy is attached to these minutes. The paper reported on discussions held with Wiltshire Council’s Traffic Engineer on the issue of the introduction of 20mph speed limits in the village in the light of the traffic surveys reported at the meeting in September.

In principle, the data on current speeding complied with the criteria for the introduction of 20mph speed limits. However, it is a more open question as to whether speed limits would make a real difference. The traffic surveys have shown that the average speed of vehicles in the village is already at or below 20mph on all roads. At the top end of the range (85th percentile) only Harvest Lane has speeds well above 20mph (26mph).

Research carried out nationally indicates that when limits are introduced average speeds are reduced by 1–2 mph, but only by about 0.5 mph at the 85th percentile level. So whilst some reduction in speeding is achieved, faster drivers continued to behave much as before any speed limit was introduced. The police do not carry out enforcement in 20mph limit areas.

The cost of the Traffic Order and signage (see paper for details) was likely to be of the order of £8,500, of which the Parish Council would be liable for 25% (£2,125).

The introduction of area speed limits is normally preceded by a comprehensive assessment of the area to be covered. However, the South West Area Community Area Transport Group (CATG) is prepared to accept the data already collected as meeting the requirements of the assessment so long as gaps in the data are filled – principally this would involve an additional metro count in Mill Lane. CATG will require the normal 25% payment (£625) towards the cost of an assessment.

Any scheme could then not be progressed until it became one of CATG’s top five priorities. CATG only has a small budget and they prioritise projects according to urgency/potential benefit. However, Wiltshire Councillor Nabil Najjar said that road safety was a priority for the South West Area Board and it might be possible to expedite the timetable for taking any scheme forward if there was strong backing from the local community.

Several members of the public spoke in support of the introduction of speed limits. There was a particular problem in Harvest Lane. JG said that the Parish Council has a long record of trying to reduce speeding in the village. It was lack of support from the community that has led to the ending of the Community Speed Watch. However, the Speed Indicator Device had recently been replaced with a newer model. PE said that there were some signs that the SID did have an effect on driver behavior.

It was noted that additional surveys would be needed before any application for the introduction of speed limits could be made. It was therefore decided to commission these and, bearing in

mind Cllr Najjar's advice, to seek the extent of support for such limits more widely in the village through an article in STaB and on the village website.

(Item 13) Report by Wiltshire Councillor Nabil Najjar

Councillor Najjar requested that this item be taken early as he had other meetings to attend. He said that he was very much enjoying representing Fovant and the Chalke Valley on Wiltshire Council and being a member of the South West Area Board. He had already been involved in securing additional grant funding for the Chalke Valley Sports Centre. The Board's priorities were to tackle speeding in villages, rural crime, the environment and broadband connectivity. Representations had been made to the Police and Crime Commissioner for more police resources to be made available to assist. A rural crime survey was being carried out. He was grateful for the presentation Roger Stockton, Toby Mills and Mike Ash had made about Bishopstone's broadband project to a SWWAB webinar on connectivity.

6. Chairman's Items

The Chairman referred to the paper on the village website, to be considered later in the meeting, and the fact that the Clerk had met the costs of hosting the village website from his own pocket for the past three years. He proposed that the Clerk be reimbursed to the sum of £150.00 which would cover those costs and other incidentals related to running the website. This proposal was seconded by AJT and approved.

7. New Defibrillator

Consideration was given to paper BPC(10)21, copy attached to these minutes. The paper set out actions that had been taken following the discussion at the meeting in September with regard to the possible use of the redundant telephone kiosk opposite Pitts Lane as a location for a second public access defibrillator. It had been necessary to acquire the kiosk and put in hand the provision of a defibrillator as a matter of urgency. These actions had been agreed in correspondence and the paper now sought formal retrospective approval.

The kiosk had been acquired in early October and an order has been placed with the Community Heartbeat Trust for the supply of a Cardiac Science G5 defibrillator (same as Village Hall), with carry case; ShockBox Rotaid cabinet with information backboard; kiosk signage and decals, insurance and training for up to 50 people. The cost is £2,060 including delivery and installation. MRA said that the cabinet had now been installed and it was expected that the defibrillator would be received before the end of November.

MT proposed that the actions to acquire the kiosk and purchase the defibrillator, as set out in the paper, be approved. This was seconded by PE and agreed.

8. Play Area Additions

At the meeting on 9th September it was agreed to seek a detailed estimate of costs for the installation of two Springers in the play area and to submit a bid for support from the South West Area Board for 50% of the cost of the project. Subsequently a paper was circulated to Councillors setting out detailed estimates from three suppliers. It was agreed to accept a quotation of £4,480 (plus vat) for the provision and installation of two Springers plus bonded rubber safety

surfacing from Outdoor Play South West and to meet the full cost from the Council's reserves. Retrospective formal approval was now sought for these decisions. This was proposed by PE, seconded by AJT and agreed.

9. 20 mph Speed Limits in Bishopstone

See minute under Item 5 above.

10. Grants to Village Organisations

At the meeting in July it was agreed that the Clerk should write to all the organisations in receipt of regular annual funding from the Parish Council to ascertain their future needs for support, and to report back before the budget was set for 2022/23. A paper BPC(12)21, setting out the responses received, had been circulated to Councillors. A copy is attached to these minutes.

Consideration was given to recommendations that:

- (a) the grant to the Village Hall Management Committee be discontinued for the present time. This would be without prejudice to re-introduction if required in future;
- (b) the grant to the Parochial Church Council for churchyard maintenance be increased to £550 per annum;
- (c) the grant to the PCC in support of STaB should be discontinued for the present time, without prejudice to its re-introduction if required in future; and
- (d) the grant to CVSC be maintained and increased to £300 a year.

The VHMC had confirmed that they did not need grant support at the present time. JG said that he considered the grant for churchyard maintenance was essential, particularly considering the large number of visitors to the church. All Councillors expressed their appreciation for the achievements of the STaB editorial team. Currently income from advertising was covering costs so grant support was not necessary. However, this situation could change and support would be re-introduced in future if needed. JG acknowledged that residents of Bishopstone made use of the CVSC but, in the light of what Cllr Najjar had said about substantial support from the SWWAB, he felt that an increase in funding from Bishopstone was not justified.

Recommendations (a) – (c) above were proposed for approval by NTB, seconded by AJT and agreed. JG proposed that the grant to the CVSC remain at £250 for 2022/23, this was seconded by PE and agreed.

11. Finance Update and Precept and Budget for 2022/23

MRA presented paper BPC(13)21 (copy attached to these minutes) which had been circulated to Councillors. The paper summarized income and expenditure in the current year and indicated an anticipated balance of nearly £10,000 in March 2022. It had been possible for the parish precept in the current year to be set at a level 50% of that in 2020/21 as a result of a Covid related grant the council had received. All households in the village had therefore paid less Council Tax. However, if the activities of the Parish Council to improve amenities in the village and to deal with problems was to be maintained it would be necessary to return to broadly the level of the

precept as it was in 2020/21 (£9,746). This will result in an annual charge for a Band D property of just over £35.00 – the same as in 2020/21.

The paper had set out a proposed budget for 2022/23, but this required amendment in the light of the discussion on annual grants to village organisations. The revised budget is at Annex A. AJT proposed that the budget for 2022/23 be adopted as revised and that the precept for 2022/23 be set at £10,000. This proposal was seconded by NTB and approved.

12. Village Website

MRA presented the paper BPC(14)21 which had been circulated to Councillors. The paper explained why the village website does not meet the current regulations that apply to Parish Council websites in terms of accessibility by those with disabilities who use assistive technology. Under the regulations the website must be able to have its text enlarged and be sufficiently clear, have a good level of colour and contrast and a page layout and navigation that does not present barriers for users with disabilities. The paper set out options for change, including having a separate Parish Council website. However, it was concluded that it would be better to continue with a single website for the village and to make that compatible with the regulations.

Proposals were considered for engaging a contractor (TEEC) to migrate the website to a format and presentation that is compliant with the regulations. MT said that due diligence should be undertaken in respect of TEEC and she was prepared to undertake this. SW said that competitive quotes for the proposed expenditure should be obtained. It was decided to seek a range of quotes for taking this forward.

13. Report by Wiltshire Councillor Nabil Najjar

See minute under Agenda Item 5 above.

14. Parish Clerk's Report.

(i) MRA said that the steps on two footpaths in the village – that beside Raglands and that into Mac's Meadow from Church Lane – were in need of repair and were dangerous. This matter could be reported to the Wiltshire Council Rights of Way Team, but it was unlikely that any action would be taken soon. The Council had set up the Minor Works programme to pay for small projects in the village and he recommended that tenders be invited for the work to repair the steps. JG said that the work to the steps beside Raglands could be costly. However, it was agreed to obtain a quotation for the work and then decide appropriate action. Under the terms of the Minor Works arrangements work could be approved by the Chairman and Clerk.

(ii) MRA said that there were reports of broken tree branches interfering with overhead lines across the triangle of land in Faulston Lane. As this land has no known owner the question again arose as to whether the parish council might step in to deal with the matter. Councillors indicated that it should not be for the parish council to take all responsibility for this land, which was not owned by the Parish Council. The Clerk was asked to contact Openreach and SSE and to leave the matter to them.

15. Planning Matters

There were no matters to report.

16. Questions or statements from Councillors.

There were none.

Date, location and time of next meeting.

The next meeting of the Council will be on 6th January 2022 at 7.00pm.

The meeting closed at 8.30 pm.

Signed as an accurate record:

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Chairman

Date

BISHOPSTONE PARISH COUNCIL

**PARISH COUNCIL MEETING
Thursday 11th November 2021**

ACTION PLAN

WHAT ACTION	BY WHOM	COMPLETED ✓
Quotes to be obtained for works to the basketball court and swing frames.	MRA	
Traffic Engineer to be consulted on costs of 20mph limits.	MRA	✓
Project team to be set up for tree planting.	SW	
Detailed estimates to be obtained for additions to the Play Area.	MRA	✓
State of Racecourse Road to be raised with Stratford Tony Parish Meeting Clerk and Wiltshire Council	MRA	✓
Condition of goal posts in Recreation Field to be assessed.	MRA	
Additional traffic survey to be requested for Mill Lane.	MRA	
Article to gauge support for 20mph limits to be published in STaB and on the website.	MRA	
Precept request for £10,000 in 2022/23 to be submitted to Wiltshire Council.	MRA	
Due diligence to be undertaken on TEEC.	MT	
Alternative quotes to be obtained for website migration.	MRA	
Quotes to be obtained for repairs to steps on footpaths.	MRA	