

UPAVON PARISH COUNCIL – MINUTES OF MEETING HELD ON 16th
SEPTEMBER 2015 AT 1900 HRS IN UPAVON VILLAGE HALL

	Action
<p>15/65. Present.</p> <p>a. Council Members and ‘In Support’. Paul Cowan (PC) (Chairman), John Cabra (JC), Ralph Hilliard (RH), Adrian Lutman (AL), Noel Maskell (NM), Paul Oatway (County Councillor), Jon Mulroy (JM) (Clerk).</p> <p>b. Members of the Public. Gerald Ward.</p>	
<p>15/66. Apologies. Apologies have been received from: Peter Williams (PW) (Deputy), Russ Appleton (RA), Julie Swansborough (JS), PC Dave McCalmont (Wiltshire Police).</p>	
<p>15/67. Adjournment.</p> <p>a. Police Report. PC Dave McCalmont has taken over as our Neighbourhood Police Officer. The Neighbourhood Policing Report was received during the evening of 16th September. It was circulated to Councillors and copied to the Parish Council Website on 17th September.</p> <p>b. Army Basing. The latest Army Basing Newsletter had been received. It was forwarded to all Councillors, placed on the Council Notice-board and copied to the Village Website.</p> <p>c. Trenchard Lines. No Report was received from Trenchard Lines – we do not anticipate receiving regular reports in the future, but we will maintain a close liaison. The CO will be invited to the Annual Parish Meeting in May 2016.</p> <p>d. Members of the Public.</p> <p style="padding-left: 40px;">– Nil.</p>	JM
<p>15/68. Minutes of Previous Meeting. The Minutes of the previous Meeting, dated 29th July 2015, were read and signed as a true copy.</p>	JM
<p>15/69. Matters Arising. The following issue was discussed briefly:</p> <p>a. Contributions to Cemetery Fund and Together Magazine. The Chairman is in contact with the PCC in order to assist them in keeping their maintenance costs down. It has been decided that, until such time as the PCC justify an increase, our annual contribution to the PCC will remain at £500-00.</p> <p>b. Status of 20 Avon Square. The Chairman and Ralph Hilliard had taken an action in order to clarify the status of the empty property at 21 Avon Square. The Chairman had been in</p>	PC PC

<p>contact with WCC, who had seemed to ‘miss the point’. The intent is to have a Repossession Order placed on the property: Paul Oatway agreed that he would take the issue further.</p>	<p>PO</p>
<p>15/70. Planning and Development Control. The following Planning Application remains ‘live’:</p> <p>a. 14/04237/OUT – Development of Whistledown Farm – ‘Supported with Conditions’. No further updates on the progress of this Planning Application have been received.</p> <p>b. 15/088897/TCA – Tree Works at Wessex House, Upavon. The Parish Council has indicated ‘No Objections’ to this Planning Application.</p>	
<p>15/71. Parish Plan and Current Issues. Before running through the updated Issues List, the Chairman again emphasised the Parish Council’s PRIORITY ISSUES; this is where the Main Effort of the Parish Council must be brought to bear. The reporting that followed was by exception, and the following Issues were updated during the Meeting:</p> <ul style="list-style-type: none"> – Ser 6 – Emergency Plan. <ul style="list-style-type: none"> ○ The Draft Emergency Plan has been passed to Adrian Lutman for his consideration. Work continues with nothing significant to report at this stage. – Ser 13 – Village Maintenance. <ul style="list-style-type: none"> ○ Five-A-Side Football Posts. As a result of the recent RoSPA Inspection, it has been decided that the five-a-side football posts will scrapped: Ralph Hilliard agreed to take on this action. New, more robust posts will be purchased once the Parish Council receives the expected Whistledown Farm 106 monies (enhancement of playing fields). ○ A342 Footpath to Down View. It has been agreed that the Village Maintenance Contractor will ‘cut back’ the footpath on 17th September, weather permitting. However, it is considered that this should routinely be a WCC responsibility. Paul Oatway agreed to make contact with WCC Highways in order to clarify whose responsibility this task should be. ○ Bin Emptying and Rationalisation of Bins across the Village. Progress has been made here, and WCC have accepted more responsibility. A further ‘project’ to rationalise dog-poo and rubbish bins across the Village is underway, and the Village Maintenance Contractor is playing a major part. 	<p>AL</p> <p>RH</p> <p>PO</p> <p>RA/PC</p>

<ul style="list-style-type: none"> ○ RoSPA Inspection. The RoSPA Inspection of both play areas was carried out on 9th September 2015. Russ Appleton was in attendance, and has provided a 'heads-up, which has been circulated to all Councillors. We now await the formal Inspection Report. 	<p>RA/PC</p>
<ul style="list-style-type: none"> – Ser 20 – Village Centre Red 'Phone Box. <ul style="list-style-type: none"> ○ It has been decided that the 'phone box in the centre of the Village will be used as an Information Point. ○ Additionally, a large scale map of the Village Centre will be placed in the spare noticeboard in the bus shelter. ○ The Chairman and Jon Mulroy will draw up plans and engage a carpenter and 'map maker'. ○ It is intended that plans will be presented at the November UPC Meeting for approval by Councillors – there is £250-00 set aside for this in the current budget. 	<p>PC/JM</p>
<ul style="list-style-type: none"> – Ser 24 – Parish Council Committee Structure – <i>PRIORITY WORK.</i> <ul style="list-style-type: none"> ○ This work remains critical. An Interim Structure has been agreed, and copied to the Parish Council Website. ○ However, key positions remain unfilled, and action is to be taken to recruit new PC Members. ○ Ralph Hilliard indicated an interest in taking on the post of Community Facilities Team Leader. Jon Mulroy agreed to send him a copy of the interim Structure for his further consideration. 	<p>PC RH JM</p>
<ul style="list-style-type: none"> – Ser 28 – Future Plans for Upavon Primary School/ Community Centre <ul style="list-style-type: none"> ○ The Chairman briefed that a team from WCC had carried out an asbestos inspection on the site on 9th September 2015. ○ He further briefed that WCC Education Department is considering re-opening the school as an 'overflow' for local primary schools: this is unlikely to happen before the beginning of the school year in 2017. ○ The UCG have the project in hand to re-decorate the Community Centre main hall: this will commence in the near future. 	<p>PC UCG</p>
<ul style="list-style-type: none"> – Ser 30 – Hard-Standing Bus-Stop Opposite Riverside Park. <ul style="list-style-type: none"> ○ It is intended that this self-help project will commence before the end of October 2015. 	<p>PC/NM</p>

<p>– Ser 32 – Half-Yearly Meeting – October 2015.</p> <ul style="list-style-type: none"> ○ The Half-Yearly Public Meeting is scheduled to take place in the Village Hall on Wednesday 14th October 2015. ○ Preparatory work is progressing: an ‘advertising poster’ will be circulated to all Councillors for distribution around the Village, and a draft Presentation will be sent out for comment within the next two weeks. <p>The updated Issues List can be found at the Upavon Parish Council Website – upavonpc.co.uk. Any residents requiring a hard copy of the List should request one in writing to the Parish Clerk at 24 High Street, Upavon.</p>	<p style="text-align: center;">PC</p> <p style="text-align: center;">JM/ALL</p>
<p>15/72. New Issues Raised. The following new Issues were discussed:</p> <ul style="list-style-type: none"> – Pewsey Community Area Partnership (PCAP) Funding. <ul style="list-style-type: none"> ○ The Parish Council had recently received a Report – circulated to all Councillors – on the future funding options for PCAP, and was asked if we would be prepared to contribute towards future funding, in the event that funding from WCC ceases. Parish Council members agreed unanimously that a contribution should be offered. Jon Mulroy agreed to contact the PCAP Coordinator and offer a contribution of £200-00 for the next Financial Year. – Avon Valley Practice – Road Signage. <ul style="list-style-type: none"> ○ The Parish Council had received a letter from a resident of West Chisenbury suggesting that road signage around Chapel Lane/Fairfield/The Avon Valley Practice Surgery was ‘no fit for purpose’. The following actions were agreed: <ul style="list-style-type: none"> ▪ The Chapel Lane, Jarvis Street and Fairfield road signs would be ‘refreshed’. ▪ The surgery would be indicated on the large scale map to be located in the bus shelter. ▪ Jon Mulroy would write to Mrs Fay and inform her of the actions to be taken. Afternote: Mrs Fay has been informed. – Disabled Parking Space Outside The Village Stores. <ul style="list-style-type: none"> ○ The Parish Council had received a letter from Mr Anthony Willis describing the number of cars 	<p style="text-align: center;">JM</p> <p style="text-align: center;">PC</p> <p style="text-align: center;">PC/JM</p> <p style="text-align: center;">JM</p>

<p>Parked around and outside the Village Stores, which makes access to his property difficult at times. He requested that the Parish Council remove the special status of the Disabled Parking Space outside the shop, in the hope that this would alleviate the problem. The Chairman agreed to contact Mark Stansby, WCC Highways, and request that the appropriate action is taken. Afternote: Anthony Willis has been informed.</p>	<p>PC</p>																		
<p>15/73. Reports from Representatives on Other Committees. The Parish Council was not represented at any 'higher level' meetings during the period July-September 2015.</p>																			
<p>15/74. Village Website. The Website continues to work well and provides an outstanding service.</p>																			
<p>15/75. Finance.</p> <p style="padding-left: 40px;">a. Financial Statement. Cheques for payment were:</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 15%;">Cheque Number</th> <th style="text-align: left; width: 55%;">Payee</th> <th style="text-align: right; width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td>001559</td> <td>J Mulroy (Salary and Expenses)</td> <td style="text-align: right;">613-00</td> </tr> <tr> <td>001560</td> <td>St Mary's PCC (Cemetery Fund)</td> <td style="text-align: right;">500-00</td> </tr> <tr> <td>001561</td> <td>St Mary's PCC (Magazine Fund)</td> <td style="text-align: right;">250-00</td> </tr> <tr> <td>001562</td> <td>Upavon Village Hall Committee</td> <td style="text-align: right;">500-00</td> </tr> <tr> <td colspan="2" style="padding-top: 10px;">Total</td> <td style="text-align: right; padding-top: 10px;">1863-00</td> </tr> </tbody> </table> <p style="padding-left: 40px;">After the payment of the cheque detailed above, the bank balance stands at £17 601-51 credit. It should be remembered that the balance shown includes a £6 000-00 grant held for UCG towards the hire of the school, and £321-50 is 'ring-fenced' for the AED Fund.</p> <p style="padding-left: 40px;">b. Charities Account. Jon Mulroy had provided a written update on the Charities Account ahead of the Meeting. It is confirmed that CCLA Investment Management Limited is content with all the paperwork recently submitted.</p>	Cheque Number	Payee	Amount	001559	J Mulroy (Salary and Expenses)	613-00	001560	St Mary's PCC (Cemetery Fund)	500-00	001561	St Mary's PCC (Magazine Fund)	250-00	001562	Upavon Village Hall Committee	500-00	Total		1863-00	
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<p>15/76. Clerk's Notes/Correspondence. Nil.</p>																			
<p>15/77. Items for Website/Magazine. Nil.</p>																			
<p>15/78. AOB. The following were briefly discussed:</p> <ul style="list-style-type: none"> - Everleigh Recycling Centre – Planned Closure. It was agreed that a strongly-worded note would be sent to the Leader of Wiltshire County Council protesting against the potential closure of Everleigh Recycling Centre. 	<p>PC/JM</p>																		

<ul style="list-style-type: none"> - URC Link – Contact Number. The contact number for Link will remain as 01980 630436 until such time as the new 'phone line into Noel Maskell's property is 'up and running' correctly. 	
<p>15/79. Date of Next Meetings.</p> <ul style="list-style-type: none"> - The Public Half-Yearly Meeting will be held on Wednesday 14th October 2015 in the Upavon Village Hall, commencing at 1900 hours. - The next Upavon Parish Council Meeting will be held on Wednesday 18th November 2015 in the Upavon Village Hall, commencing at 1900 hours. 	<p>ALL</p> <p>ALL</p>
<p>15/80. There being no further business, the Meeting closed at 2040 hours.</p>	

Members of the public wishing to raise items during the adjournment at the next Parish Council Meeting should submit them in writing to Jon Mulroy (Clerk), 24 High Street, Upavon, at least 48 hours before the Meeting, in order to allow for a considered response