

**UPAVON PARISH COUNCIL – MINUTES OF MEETING HELD ON 18th
NOVEMBER 2015 AT 1900 HRS IN UPAVON VILLAGE HALL**

<p>Pre-Meeting. Before the Meeting formally commenced, the Chairman said a few words in tribute to Russ Appleton, who had passed away in October 2015. Russ did an outstanding amount as a Parish Councillor, and the Village is a far better place as a result of all his hard work. He will be sadly missed.</p>	
<p>15/81. Present.</p> <p>a. Council Members and ‘In Support’. Paul Cowan (PC) (Chairman), Peter Williams (PW) (Deputy), John Cabra (JC), Ralph Hilliard (RH), Paul Oatway (County Councillor), Jon Mulroy (JM) (Clerk).</p> <p>b. Members of the Public. Nil.</p>	Action
<p>15/82. Apologies. Apologies were received from: Lt Col Grant Ingleton (CO Trenchard Lines), Adrian Lutman (AL), Noel Maskell (NM), PC Dave McCalmont (Wiltshire Police), Gerry Ward (GW).</p>	
<p>15/83. Adjournment.</p> <p>a. Police Report. The Neighbourhood Policing Report was received during the morning of 18th November. It was circulated to Councillors and copied to the Parish Council Website.</p> <p>b. Army Basing. The November 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. The Commanding Officer reported by e-mail that <i>‘my one point will be that we are still working hard on the 2020RBP, and that the main entrance remains high on the priority list as does speed awareness along the main highway’.</i></p> <p>d. Members of the Public.</p> <p style="padding-left: 40px;">– Nil.</p>	JM JM
<p>15/84. Minutes of Previous Meeting. The Minutes of the previous Meeting, dated 20th September 2015, were read and signed as a true copy.</p>	JM
<p>15/85. Matters Arising. The following issue was discussed briefly:</p> <p>a. Status of 20 Avon Square. Progress has been reported here. Wiltshire County Council (WCC) Enforcement Officers have been into the property and have cleared out more rubbish. The garden has also been tidied up, making it more</p>	PC

<p>pleasant for the immediate neighbours. WCC want to serve an Enforcement Order on the property or get the owner's agreement to sell it: unfortunately, the owner cannot be contacted at the moment. Efforts continue.</p> <p>b. Everleigh Recycling Centre – Planned Closure.</p> <ul style="list-style-type: none"> – There has been significant discussion over this issue, and much correspondence has been seen. The Chairman had circulated his draft response for comment by Councillors; that strongly worded response was to be sent to WCC (copy to the Constituency MP) by Friday 19th November 2015. – Paul Oatway confirmed that the issue would be discussed at the Pewsey Area Board Meeting to be held in January 2016. 	<p style="text-align: center;">PC</p> <p style="text-align: center;">PO</p>
<p>15/86. Planning and Development Control. The following Planning Applications remain 'live':</p> <p>a. 14/04237/OUT – Development of Whistledown Farm – ‘Supported with Conditions’. No further updates on this Planning Application have been received. It will not be included in future Agendas until such time as there is progress to report.</p> <p>b. 15/15/09716/FUL – The Firs, 6 Devizes Road, Upavon. Single Storey Extension – The Parish Council has indicated that this Planning Application is 'Supported'.</p> <p>c. 15/10414/TCA – Pear Tree Cottage, 7 Jarvis Street, Upavon. Tree works in the Conservation Area – The Parish Council has indicated that it has 'No Objections' to this Application.</p> <p>d. 15/11003/TCA – Land behind Finches Cottages, Upavon, SN9 6NF. Tree works in the Conservation Area – The Parish Council has indicated that it has 'No Objections' to this Application.</p>	
<p>15/87. 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. Adrian Lutman has the lead on this issue. The Chairman reported that he would make contact with Adrian 'out of committee', in order to: <ul style="list-style-type: none"> ○ Ascertain what progress had been made in the development of the Plan. 	<p style="text-align: center;">AL</p> <p style="text-align: center;">PC</p> <p style="text-align: center;">PC/AL</p>

<ul style="list-style-type: none"> ○ Request that Adrian takes ‘ownership’ of the Flood Response Plan and is prepared to coordinate the Parish Council’s response in the event of flooding. 	PC/AL
<ul style="list-style-type: none"> – Ser 13 – Village Maintenance. 	
<ul style="list-style-type: none"> ○ Five-A-Side Football Posts. Ralph Hilliard has arranged for the removal of the Five-a-Side Posts from the Upper Playground: he is awaiting vehicle availability. 	RH
<ul style="list-style-type: none"> ○ A342 Footpath to Down View. Paul Oatway has raised the issue with WCC Highways in order to clarify whose responsibility this task should be: he is awaiting a response and will back-brief the Parish Council accordingly. 	PO
<ul style="list-style-type: none"> ○ Bin Emptying and Rationalisation of Bins across the Village. The rationalisation plan is in-place, and it is expected that the new batch of ‘multi-purpose’ waste bins will be deployed by the Village Maintenance Contractor in the near future. ○ RoSPA Inspection. The RoSPA Inspection of both play areas was carried out on 9th September 2015 and the Report has been received. In the absence of a Community Facilities Committee Leader, the Chairman agreed that he would initially take the lead in putting together an Action Plan to carry out the Report’s main recommendation (of which there are not too many). 	PC
<ul style="list-style-type: none"> – Ser 20 – Village Centre Red ‘Phone Box. 	
<ul style="list-style-type: none"> ○ It had been decided that the ‘phone box in the centre of the Village will be used as an Information Point, with a large scale Village Map placed in the noticeboard in the bus shelter. 	
<ul style="list-style-type: none"> ○ The map has been costed at [about] £200-00. 	
<ul style="list-style-type: none"> ○ Initial plans for the ‘phone box have been costed at [about] 250-00. 	
<ul style="list-style-type: none"> ○ Efforts will be made to complete both by the end of the Financial Year. 	JM
<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 had been agreed, and copied to the Parish Council Website. 	
<ul style="list-style-type: none"> ○ However, key positions remain unfilled, and action is underway to recruit new PC Members. 	
<ul style="list-style-type: none"> ○ It was reported that Gerry Ward had agreed to join the Parish Council: the Chairman will invite 	PC/GW

<p>him to take the lead in the Public Safety Committee.</p> <ul style="list-style-type: none"> ○ It was assessed that at least one more Councillor is required: the key post of Community Facilities Committee Leader remains unfilled. ○ The Chairman will produce an updated Structure for discussion in January 2016. <p>– Ser 32 – Half-Yearly Meeting – October 2015.</p> <ul style="list-style-type: none"> ○ The Half-Yearly Public Meeting took place in the Village Hall on Wednesday 14th October 2015. It was very badly attended, and it has been decided that a similar Meeting will not take place next year. ○ A draft Projects List was sent to the Finance Committee for costing, and this work is ongoing. ○ It is hoped that the Budget for FY 2016/17 will be completed before the end of December 2015, in order that the Precept requirement can be assessed. ○ The Chairman formally thanked Jon Mulroy for his work in pulling together the last three Half-Yearly Meetings. <p>– Ser 33 – Set Precept for 2016/17.</p> <ul style="list-style-type: none"> ○ The information regarding next year’s Precept has been received and passed to the Finance Committee for action. ○ Once the Budget work is complete, the Precept requirement will be calculated by the Finance Committee and passed to all Councillors for comment before the Parish Council Meeting of 20th January 2016. ○ The Precept requirement will be formally endorsed at the January Meeting and the appropriate paperwork sent off to WCC on 21st January 2016. <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;">Fin Cttee</p> <p style="text-align: center;">Fin Cttee</p> <p style="text-align: center;">JM</p>
<p>15/88. New Issues Raised. The following new Issues were discussed:</p> <p>– Village Christmas Tree and Lights.</p> <ul style="list-style-type: none"> ○ The Chairman agreed that he would purchase this year’s Christmas Tree and that he would ‘phone round for volunteers to help put it up 	<p style="text-align: center;">PC</p>

<p>that the 'two person swing' at the upper playground needs to be removed; action is in-hand. The Chairman suggested that the Parish Council should consider putting some cash towards a replacement piece of play equipment that would be dedicated to the memory of Russ Appleton, who did so much work on improving the playgrounds. Councillors were asked to give this due consideration and be prepared to discuss at the Meeting in January 2016.</p>	
<p>15/95. Date of Next Meeting.</p> <ul style="list-style-type: none"> - The next Upavon Parish Council Meeting will be held on Wednesday 20th January 2016 in the Upavon Village Hall, commencing at 1900 hours. 	<p style="text-align: center;">ALL</p> <p style="text-align: center;">ALL</p>
<p>15/96. There being no further business, the Meeting closed at 2010 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