

**UPAVON PARISH COUNCIL – MINUTES OF MEETING HELD ON
20th JULY 2016 AT 2000 HRS IN UPAVON COMMUNITY CENTRE**

	Action
<p>16/49. Present.</p> <p>a. Council Members and ‘In Support’. Paul Cowan (PC) (Chairman), Peter Williams (PW) (Deputy), John Cabra (JC), Ralph Hilliard (RH), Adrian Lutman (AL), Noel Maskell (NM), John Tighe (JT), Gerry Ward (GW), Paul Oatway (PO) (County Councillor), Lt Col Grant Ingleton (CO Trenchard Lines), Jon Mulroy (JM) (Clerk).</p> <p>b. Members of the Public. James Stidston.</p>	
<p>16/50. Apologies. Apologies were received from: Julie Swansborough (JS), PC Dave McCalmont (Wiltshire Police).</p>	
<p>16/51. Adjournment.</p> <p>a. Neighbourhood Policing Report. PC Dave McCalmont had sent his apologies. His Neighbourhood Policing Team Report had been received and distributed to all Councillors. It will be copied to the Website.</p> <p>b. Army Rebasing Newsletter. The latest Army Rebasing Newsletter has been received, circulated to Councillors, displayed on the noticeboard and copied to the website.</p> <p>c. Trenchard Lines. Lt Col Grant Ingleton, CO Trenchard Lines, was in attendance at the Meeting. He spoke briefly on the following:</p> <p style="padding-left: 40px;">(1) The various Planning Applications submitted in support of Army 2020 – see Minute 16/54 below.</p> <p style="padding-left: 40px;">(2) The potential pedestrian crossing over the A342 – and he thanked the Parish Council for its support in this issue.</p> <p style="padding-left: 40px;">(3) The possibility of lowering the speed limit along the A342 beside the Camp to 30 mph.</p> <p style="padding-left: 40px;">(4) The next priority for the Camp which will be, funding permitting, the reconfiguration of the main entrance/exit.</p> <p>d. Members of the Public. Nil.</p>	<p align="center">JM/JC</p> <p align="center">JM</p>
<p>16/52. Minutes of Previous Meeting. The Minutes of the previous Meeting, dated 18th May 2016, were read and signed as a true copy.</p>	JM
<p>16/53. Matters Arising. The following issues were discussed briefly:</p>	

<p>a. Parish Council Information Systems (IT) Strategy. Peter Williams had circulated his IT Strategy for the Parish Council to all Councillors ahead of the Meeting. Outline costings were discussed at the Meeting, and the Strategy was unanimously endorsed by the Parish Council. Priority will be given to the purchase of a robust printer and an external hard-drive for use by the Parish Clerk.</p> <p>b. 2015/16 Annual Contribution to St Mary's PCC Cemetery Fund. The PCC Treasurer had satisfactorily explained where last year's Annual PC contribution had been credited. No further action was required.</p> <p>c. Village Hall Accounts. The Chairman had been provided with the Village Hall Treasurer's contact details and intends to make contact in the near future in order to look over the Village Hall Accounts.</p> <p>d. Magazine Article – Annual Parish Meeting of May 2016. The recommended article had been submitted and published in the most recent edition of Together Magazine. The Chairman asked Councillors to start thinking about the format for next year's Annual Parish Meeting, the format of which had been agreed is 'no longer fit for purpose'.</p>	<p>PW/JC</p> <p>JC/JM</p> <p>PC</p>
<p>16/54. Planning and Development Control. The following Planning Applications remain 'live':</p> <ul style="list-style-type: none"> – 16/02827/FUL – The Garage, High Street, Upavon, SN9 6EA. Demolition of existing garage buildings, forecourt and canopy and replacement with four dwellings – 'Supported with Conditions'. <p>This Planning Application is being held up as a result of the Environment Agency's concerns over potential flooding of the site. The Parish Council will continue to support the Application, and Paul Oatway will continue to discuss with the Planning Department. A further update will follow.</p> <ul style="list-style-type: none"> – 16/04028/LBC – Trenchard Lines, Upavon, Pewsey SN9 6BE – SLA Work at Bdg B023, Work at Bdgs B021 and B110, Relocation of Milestone – 'Supported with Conditions' – 16/04058/FUL – Trenchard Lines, Upavon, Pewsey SN9 6BE – Demolition of Bdgs 182, 038 and 394; reconfig of Bdgs 007, 183, 190, 385 and 501; erection of new Bdgs 901, 902, 903, 904, 905 and 906 – 'Supported with Conditions' – 16/04295/LBC – Trenchard Lines – as per 16/04058/FUL – 'Supported with Conditions' – 1604856/FUL – 9 Fairfield, Upavon, SN9 6DZ - Change of 	<p>PO/PC</p>

<p>exterior cladding and new multi-level decked area – ‘No Objections’</p>	
<p>16/55. 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 06/15 – Emergency Plan. Adrian Lutman reported that work was progressing slowly on Emergency Planning Issues. – Ser 11/15 – Gas Lamp at Avon Square. Work on the gas lamp is almost complete. Paul Cowan warned that this issue might go slightly ‘over-budget’. – Ser 20/15 – Telephone Box in Village Centre. Jon Mulroy reported that the Village Map is close to completion. John Tighe agreed to continue with the Telephone Box project. – Ser 28/15 – Plans for Upavon Primary School/Community Centre. Whilst there was little to report at the Meeting, there is now some concern over the future of the school buildings, once Wiltshire Council (WC) delegate responsibility for such assets to Parish Councils. Paul Oatway agreed to contact the WC Education Department to confirm whether there are any firm plans for the future of the school. – Ser 01/16 – Neighbourhood Development Plan. Peter Williams had started work on this extremely important project. He will be supported by Adrian Lutman, and Jon Mulroy also volunteered to assist. – Ser 02/16 – Expenditure Plan for Future CIL Payments. There was nothing to report on this issue. – Ser 03/16 – RoSPA Inspection Process. John Tighe reported that he is reviewing the RoSPA process. Whilst he continues to engage Simon Last (Village Maintenance Contractor) as a potential inspector (once qualified), it is clear that an effective, robust inspection process is required – and one that will ‘stand up to scrutiny’. – Ser 04/16 – Annual Maintenance Programme and Five-Year Plan. John Tighe continues to engage the Village Maintenance Contractor in order to draw up a comprehensive Maintenance Programme. – Ser 05/16 – Deployment of SID. The preliminary work has been completed, and Gerry Ward will engage Colin Gale at 	<p>AL</p> <p>PC</p> <p>JM JT</p> <p>PO</p> <p>PW AL/JM</p> <p>PW/AL</p> <p>JT</p> <p>JT</p> <p>GW</p>

<p>the next CATG Meeting in order to discuss deployment dates, locations, etc.</p> <ul style="list-style-type: none"> - Ser 06/16 – A345 Footpath – Feasibility Study. There was some discussion on Phase 3 of the A342 Footpath Project. The Chairman has agreed to provide Gerry Ward with further guidance/direction ahead of an initial meeting with the owner of Grey Flags. <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>PC/GW</p>
<p>16/56. New Issues Raised. The following new Issues were discussed:</p> <ul style="list-style-type: none"> - Automated External Defibrillator (AED) – Training and Support Strategy. Jon Mulroy had circulated an AED Training and Support Strategy ahead of the Meeting. The Strategy will require funding to the amount of £400-00 per year from FY 2017/18. The Strategy and funding requirements were unanimously endorsed. Afternote: It is planned to hold an AED Awareness Training Session in the Village Hall on Wednesday 12th October 2016 from 1900-2030 hours. Further details will follow. 	<p>JM</p>
<p>16/57. Reports from Representatives on Other Committees.</p> <ul style="list-style-type: none"> - Pewsey Area Board. Paul Oatway gave a short brief on the outcomes of the recent Area Board Meeting: <ul style="list-style-type: none"> o There were no Upavon-specific issues. o The funding application process has been improved, with robust screening of bids taking place ahead of the Board Meetings. o Everleigh HRC remains an issue of concern, and its future remains uncertain. <p>Minutes of the Board Meeting can be found at the Wiltshire County Council Website, or via the 'Pewsey Our Community Matters' weekly newsletter.</p> <ul style="list-style-type: none"> - Community Area Transport Group Meeting (CATG). There was some discussion about the forthcoming road improvements in Upavon – this will be WC Highways' major project of the year. - Pewsey Area Crime and Community Safety (PACCS) Meeting. There was nothing to report from PACCS, but Gerry Ward briefed the Meeting that he would attend the next Meeting in September. 	
<p>16/58. Village Website.</p>	

<p>a. The Website continues to work well and provides an outstanding service, and has been extremely busy keeping up with the many road works/closures notification that had been received recently.</p> <p>b. John Cabra briefed that a major upgrade had recently been carried out on the 'back-end' of the Website. Should any problems be encountered, they should be reported to John Cabra.</p>	<p>JC</p> <p>All</p>																		
<p>16/59. Finance.</p> <p>a. Financial Statement. Cheques for payment were:</p> <table><thead><tr><th>Cheque Number</th><th>Payee</th><th>Amount</th></tr></thead><tbody><tr><td>001589</td><td>Jon Mulroy</td><td>646-16</td></tr><tr><td>001590</td><td>St Mary's PCC – Cemetery Fund and Together Magazine</td><td>750-00</td></tr><tr><td>001591</td><td>Upavon Village Hall Committee</td><td>500-00</td></tr><tr><td>001592</td><td>Last Landscaping</td><td>1986-00</td></tr><tr><td>Total</td><td></td><td>3882-16</td></tr></tbody></table> <p>After the payment of the cheque detailed above, the bank balance stands at £21 698-05 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 £459-30 is 'ring-fenced' for the AED Fund.</p> <p>b. Charities Account. The Charities Account stands at £1346-21, credit.</p> <p>c. Upavon PC Accounts - External Audits. Jon Mulroy briefed the Meeting that he had not yet received the External Auditor's Report. He agreed to send out a written summary as soon as the Report is received.</p>	Cheque Number	Payee	Amount	001589	Jon Mulroy	646-16	001590	St Mary's PCC – Cemetery Fund and Together Magazine	750-00	001591	Upavon Village Hall Committee	500-00	001592	Last Landscaping	1986-00	Total		3882-16	<p>JM</p> <p>JM</p>
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<p>16/60. Clerk's Notes/Correspondence. Nil.</p>																			
<p>16/61. Items for Website/Magazine. Nil.</p>																			
<p>16/62. AOB. The following was briefly discussed:</p> <p>– Nil.</p>																			
<p>16/63. Date of Next Meeting.</p>																			

<p>– The next Upavon Parish Council Meeting will be held on Wednesday 21st September 2016 in the Upavon Village Hall.</p>	<p>ALL</p>
<p>16/64. There being no further business, the Meeting closed at 2102 hours.</p>	<p>ALL</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