

<p>Meeting, dated 16th November 2016, were read and signed as a true copy.</p>	
<p>16/101. Matters Arising. The following issues were discussed briefly:</p> <p>a. A345 Footpath – Feasibility Study. There had still been no further progress on the Feasibility Study.</p> <p>b. Bus Stop on A345. The poor state of the bus-stop on the A345, close to Dairy Cottage, had been reported to Wiltshire Council (WC). Gerry Ward briefed the Meeting that the Parish Steward had already cleared the area around the bus-stop, and it is understood that the contractors are now stood-by to complete the task.</p> <p>c. Annual Parish Meeting, May 2017. It had been agreed at an earlier Meeting that the format for the Annual Meeting held in May 2016 is no longer ‘fit for purpose’. It was agreed that a new format would be developed before the March Meeting, and it would be circulated to all Councillors, the Parochial Church Council, CO Trenchard Lines and the Village Hall Committee for comment. It was further agreed that:</p> <ul style="list-style-type: none"> – The Annual Meeting would be brought forward to Wednesday 17th May 2017. – The May Parish Council Meeting would be deferred, in order to allow the new Parish Council to ‘bed-in’. The date of the re-scheduled Meeting would be publicised in due course. <p>d. Memorial Plaque at the Upper Play Ground. At an earlier Meeting, it had been agreed that a plaque would be located at the Upper Play Ground in memory to Russ Appleton, who had contributed so much to the Village. The Chairman briefed the Meeting that this issue is in-hand and would come in at a cost of about £21-00. The plaque would be fixed to the new double-swing play equipment. Further details would follow.</p>	<p style="text-align: right;">PC</p> <p style="text-align: right;">GW</p> <p style="text-align: right;">PC/PW/JM</p> <p style="text-align: right;">JM</p> <p style="text-align: right;">JM</p> <p style="text-align: right;">PC</p>
<p>16/102. 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>The Chairman briefed the Meeting that the Reeder Brothers had decided to close the Garage for business at the end of January 2017. He intends to engage with the Reeders in the near future in order to discuss details of the closure, draw-down, etc, ahead of any construction work on the site.</p>	<p style="text-align: right;">PC</p>

<p>The Chairman briefed the Meeting that the following Planning Application had now been 'Approved Subject to Conditions' as at 23rd December 2016:</p> <ul style="list-style-type: none"> – 14/04237/OUT – Development of Whistledown Farm, Upavon. <p>Further information on this Application and the various 'Conditions' can be found at the Wiltshire Council Website under Planning and Building Control.</p>	<p>PC/Planning Cttee</p>
<p>16/103. 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. The responsibility for Emergency Planning had been transferred to Bob McDonald. In short time, Bob has: confirmed the status of the Parish Emergency Assistance Stores (PEAS) and reviewed plans for their storage and distribution; taken action to review the in-place Flood Plan and its communication to 'vulnerable properties; taken action to introduce a 'Flood Awareness App' to the Village Website. – Ser 11/15 – Gas Lamp at Avon Square. The renovation of the Gas Lamp was almost complete, and due for collection in the near future. Thereafter, it will be re-located and painted in situ. – Ser 20/15 – Telephone Box in Village Centre. Jon Mulroy reported that the Village Map is close to completion and should be collected soon. He agreed to work with John Tighe on the 'renovation' of the 'phone box, and the purchase of a new Ordnance Survey Map to be placed in the bus shelter. – Ser 28/15 – Plans for Upavon Primary School/ Community Centre. There was nothing further to report from WC on this issue. However, it was confirmed that the re-decoration of the Community Centre has been completed to a very high standard. Efforts would now be made to 'sort out' the Council Office and storage space. – Ser 01/16 – Neighbourhood Development Plan (NDP). Progress had continued on the NDP. A second, comprehensive draft had been passed to the Chairman for comment on 31st December 2016, and further discussed with the Planning Committee. Peter Williams was confident that the Plan was close to completion, requiring only some Upavon-specific refinement. 	<p>BM</p> <p>PC</p> <p>JM</p> <p>JM/JT</p> <p>PC/JM</p> <p>PW/ Planning Committee</p>

<ul style="list-style-type: none"> – Ser 02/16 – Expenditure Plan for Future CIL Payments. <ul style="list-style-type: none"> ○ Peter Williams briefed the Meeting that the important issue of CIL Payments would be ‘rolled into’ the NDP, and it was the intent that it should form a stand-alone Annex to the NDP. ○ Serious consideration would now be given for the expenditure of potential CIL (s106) payments in respect of the Whistledown Farm and Garage developments. 	<p style="text-align: center;">PW</p> <p style="text-align: center;">Planning Cttee</p>
<ul style="list-style-type: none"> – Ser 03/16 – RoSPA Inspection Process. John Tighe had continued to look at options for the annual inspection for 2017 onwards. It was decided that, for the foreseeable future, PlaySafety would continue to be engaged to carry out these important inspections. 	<p style="text-align: center;">JT</p>
<ul style="list-style-type: none"> – Ser 04/16 – Annual Maintenance Programme and Five-Year Plan. <ul style="list-style-type: none"> ○ John Tighe continues to engage the Village Maintenance Contractor in order to draw up a comprehensive Annual Maintenance Programme and a Five-Year Routine Maintenance Plan, which, in turn, will inform the Annual Budget process. ○ As a result of the 2016 RoSPA Inspection, there remains a significant amount of work outstanding, including the replacement of playground fences at both the Upper and Lower Playing Field Grounds. It was agreed that the fence at the Lower Play Ground would be replaced ASAP, and that funding would be put in-place to replace the Upper Play Ground fence during the next Financial Year (FY). John Tighe would be tasked to find three suitable tenders for the project. 	<p style="text-align: center;">JT</p> <p style="text-align: center;">JT</p>
<ul style="list-style-type: none"> – Ser 05/16 – Deployment of SID. The Project had now unfortunately stalled: the SID had mal-functioned and had been returned for repair. Its imminent redeployment is unlikely. Gerry Ward agreed to continue to monitor the situation, and to brief the Parish Council as required. 	<p style="text-align: center;">GW</p>
<ul style="list-style-type: none"> – Ser 06/16 – A345 Footpath – Feasibility Study. There has been no further progress on this issue. 	<p style="text-align: center;">PC</p>
<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;">JM</p>
<p>It was agreed that the Issues List for 2016/17 would run into the new</p>	

List for 2017/18, as a start-point for the new Parish Council.																			
<p>16/104. New Issues Raised. The following new Issues were discussed:</p> <ul style="list-style-type: none"> – Nil 																			
<p>16/105. Reports from Representatives on Other Committees.</p> <ul style="list-style-type: none"> – Pewsey Area Board – 09th January 2017. There was nothing significant to report from the recent Area Board Meeting held on Monday 9th January 2017. – Pewsey Community Area Partnership (PCAP) Meeting. The next PCAP Meeting was to be held on Thursday 19th January 2017. – Community Area Transport Group Meeting (CATG). The next CATG Meeting was to be held on Wednesday 25th January 2017. <p>Minutes of the Pewsey Area Board Meeting and all supporting Meetings can be found at the Wiltshire County Council Website, or via the 'Pewsey Our Community Matters' weekly newsletter.</p>																			
<p>16/106. Village Website and IT Strategy.</p> <ul style="list-style-type: none"> – John Cabra briefed the Meeting that the Website was progressing from strength-to-strength. He had produced some interesting statistical evidence of the number of daily/monthly hit and visits to the Website: the numbers are significant and impressive. 	JC																		
<p>16/107. Finance.</p> <p>a. Financial Statement. Cheques for payment were:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Cheque Number</th> <th style="text-align: left;">Payee</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>001605</td> <td>Last Landscaping – Third Quarter Payment.</td> <td style="text-align: right;">1926-00</td> </tr> <tr> <td>001606</td> <td>J Mulroy – Clerk's Salary and Expenses.</td> <td style="text-align: right;">600-75</td> </tr> <tr> <td>001607</td> <td>P Cowan – Purchase of Christmas Lights.</td> <td style="text-align: right;">20-90</td> </tr> <tr> <td>001608</td> <td>J Cabra – Website.</td> <td style="text-align: right;">43-06</td> </tr> <tr> <td>Total</td> <td></td> <td style="text-align: right;">2590-71</td> </tr> </tbody> </table>	Cheque Number	Payee	Amount	001605	Last Landscaping – Third Quarter Payment.	1926-00	001606	J Mulroy – Clerk's Salary and Expenses.	600-75	001607	P Cowan – Purchase of Christmas Lights.	20-90	001608	J Cabra – Website.	43-06	Total		2590-71	JM
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<p>After the payment of the cheques detailed above, the bank balance stands at £19 380-11 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 £84-30 is 'ring-fenced' for the AED Fund.</p> <p>b. Charities Account. After the payment of cheques to URC Link and Victim Support Wiltshire (see sup-paragraph d, below), the Charities Account stands at £1167-39, credit.</p> <p>c. Annual Precept for 2017/18. The Meeting was briefed on the process for the calculation of the Precept, and it was recommended that the Precept for FY 2017/18 should be set at £18500-00, an increase of 5.4% on the previous year. This was agreed unanimously by the Council Members, and accordingly, the Parish Council's Precept request would be forwarded to Wiltshire Council by 20th January 2017.</p> <p>Afternote: Request sent to WC at 0828 hours on 19th January 2017.</p> <p>d. Charities Account – Donations. The following donations from the Charities Account were authorised:</p> <ul style="list-style-type: none"> ○ URC Link – £250-00. ○ Victim Support Wiltshire – £25-00. 	<p style="text-align: right;">JM</p> <p style="text-align: right;">JM</p> <p style="text-align: right;">JM</p>
<p>16/108. Clerk's Notes/Correspondence. Nil</p>	
<p>16/109. Items for Website/Magazine. The Chairman agreed to write a short piece for the Village Magazine and the Website, encouraging individuals to put themselves forward as Parish Councillors.</p>	<p style="text-align: right;">PC</p>
<p>16/110. AOB. The following was briefly discussed:</p> <p style="padding-left: 40px;">– Nil</p>	
<p>16/111. Date of Next Meeting. The next Upavon Parish Council Meeting will be held on Wednesday 15th March 2017 in the Upavon Village Hall.</p>	<p style="text-align: right;">ALL</p>
<p>16/112. There being no further business, the Meeting closed at 2029 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