

UPAVON PARISH COUNCIL MEETING

WEDNESDAY 16TH MAY 2018 7.45 PM

UPAVON VILLAGE HALL

Minutes

Present:

A Council Members and 'In Support' John Tighe (JT) Chair, Bob McDonald (BM) Vice Chair, John Cabra (JC), Paul Cowan (PC), Gerry Ward (GW), Andrew Flack (AF), Amanda Wareham (AW), Paul Oatway (WCC)

9 number of members of the public

The meeting commenced at 7.35

18/001	Absence apologies and Declaration of Interests Apologies were received by Mike Parr (MP), and Lt Col Grant Ingleton. There were no conflicts of interest declared.	<u>Action</u>
18/002	Adjournment <ul style="list-style-type: none">i. Trenchard Lines There was an email update from Lt Col Grant Ingleton advising nothing new to add with regards to 2020 Rebasing, Army Gliding Club (Wyvern) are still looking to build a new hangar on the airfield but no start date as yetii. Members of the Public <p>Phone call re overgrown bus stop at Salisbury Road – Action - GW will request the parish steward to deal with. Post meeting note – TP has left a message for parishioner informing her of the outcome</p> <p>Footpath behind cemetery – the footpath has now been cleared</p> <p>Dog/rubbish bins. Those bins not on council property are emptied by our contractor. Bins outside the shop are not the responsibility of MP but they should be emptied by WCC.</p> <p>Action - PC to take forward with WCC</p> <p>The Vicar confirmed support for the PC from the Church Council for the Silent Soldier suggestion (see Agenda item) and would like to compliment with 4 Silent Silhouettes inside the church. There is a Proposal for an event after the memorial and would welcome involvement of PC members in a working group. JT commented that a curry lunch has been proposed following the memorial service</p> <p>Member of the public spoke to provide context to the planning application discussed below</p>	
18/003	Minutes of Meeting 14th March 2018 The minutes of the meeting held on 14 th March were agreed and signed as a true copy	
18/004	Matters Arising <ul style="list-style-type: none">i. Village Geese and signage This was raised at the CATG meeting in March and was approved. A visit to approve the sites has been undertaken and will be going ahead in the near future. <p>PO informed the Council that there has been a recent prosecution following an</p>	

	<p>operation by police where a member of the public was fined over £1000 and banned for over a year after being caught doing 140mph at 6.20 am</p> <p>ii. Allotment Issues – The Upavon Allotment Society (member of the National Allotment Society) has now been formed and with support from the Parish Council (with funding to be repaid) the area has now been improved with a fence and (planned). A membership fees (refundable at the end of tenancy) are now charged to fund ongoing maintenance. New rules require minimum standards maintained. Only 0.5 allotments are currently available</p> <p>Action Allotment Society (PC) to refund Parish Council – amount and timing to be confirmed.</p>	
18/005	<p>Planning and Development Control</p> <p>i. New planning guidance PC gave an outline of the new guidelines for owners of small sites (up to 9 dwellings) to obtain Permission in Principle, for which consultees will be given only 14 days to respond</p> <p>ii. Council responses to planning applications (see attached paper) – bring forward to next meeting</p> <p>iii. Planning Application</p> <p>a. 18/03934/TCA – no objections.</p> <p>b. 18/03835/FUL – Comments in support were provided by PC on behalf of Parish Council. All agreed to support. PO also offered support if required.</p> <p>Post meeting note – TP returned completed consultee forms to WCC</p>	
18/006	<p>Parish Plan and current issues</p> <p>i. UPC Emergency Plan updated at APM</p> <p>ii. Village red phone boxes and bus shelter updated at APM</p> <p>iii. Expenditure of future CIL payments PC updated - for garage site will be around £1700. CIL payment for chicken farm could be around £40k, but this will be reduced as we do not have a NP. Likely to be public consultation when we know how much or when it will be payable</p> <p>iv. Annual Maintenance Programme and 5 year plan updated at APM</p> <p>v. Upavon Speedwatch Training undertaken in April, group of 7, rota to be organised from June. We will have the gun for 4 weeks at a time. There are 9 sites in Upavon where we can stand.</p> <p>vi. Future of primary school buildings updated at APM</p>	
18/007	<p>New Issues Raised</p> <p>i. Silent Soldier – Remembrance day – cost £250 agreed by all. Discussion around where to be placed permanently. Discussed having the war memorial moved to the centre of the village. However, members voted not to move it. Suggested having a sign in the phone box signposting people to the war memorial</p> <p>Action JT to take forward</p> <p>ii. Walking and cycling routes Will be in the phone box. Heritage boards – generic board displayed by PC and one given to the Church. Specific board for Upavon’s local history will be produced funded by Co-Op</p> <p>iii. Parking obstructions – medical centre – letter received. Discussion on issues. Agreed that we would part fund notices requesting people to avoid parking by the junction.</p> <p>Action PC to provide signs. JT to liaise with surgery</p> <p>iv. Highways Newsletter update Covered in other items</p> <p>v. Parish Steward Update GW explained the Parish steward Scheme and encouraged members of the public to input</p> <p>vi. Upper field play area – contact from member of the public – contractor</p>	

	<p>contacted by JT and sorted this week</p> <p>vii. Brownie's use of village hall – Brownies have requested a donation as they are now charged by the village hall for their meetings. Discussed. PO suggested that an application for £300 to the Area Board would be supported.</p> <p>Action JT to encourage Area Board application</p> <p>viii. Street lighting – WCC does not have a plan to roll out LED lighting. AF speaking to WCC and Claire Perry. AF taking forward</p>	
18/008	<p>Reports from other Meetings</p> <p>i. PCAP - 19/4/2018 Not much to report other than interactive heritage boards are being taken forward. GW will attend the next meeting</p> <p>ii. CATG – nothing further to report</p> <p>iii. Pewsey Area Board next Monday 21st – GW to attend</p>	
18/009	<p>Website & IT – 0365 already in place. Other councillors to go onto 0365 (GDPR will apply where we are instigating contact)</p>	
18/010	<p>Finance</p> <p>i. Annual Return – certificate of exemption has been agreed and submitted to the external auditor</p> <p>ii. Annual Return – internal audit report has been agreed and signed by the internal auditor</p> <p>iii. Annual Return – section 1 for signature was agreed and signed by the Chair. To be uploaded onto the website</p> <p>iv. Annual Return - section 2 for signature was agreed and signed by the Chair. To be uploaded onto the website</p> <p>v. Notice of period for the exercise of public rights was agreed. To be uploaded onto the website</p> <p>Action TP to scan documents and forward to BM/JC for uploading onto the website</p> <p>vi. VAT claim Submitted for £2277.16</p> <p>vii. Budget for 2018-2019 Still to be agreed. Action TP and JT to meet</p> <p>viii. Bank reconciliation as at end April 2018 was agreed</p> <p>ix. Cheques for signature</p> <p>a. John Cabra IT package for clerk £35.99</p> <p>b. PCC donation £750</p> <p>c. Village Hall donation £500 – not agreed. To be discussed further.</p> <p>Action JT to follow up with Village Hall committee and report to the next meeting</p>	
18/011	<p>Clerks Notes/Correspondence - None</p>	
18/012	<p>Items for the Magazine/Website - None</p>	
18/013	<p>Future agenda items</p> <p>GDPR</p> <p>Planning application response process</p>	

The meeting closed at 9.15