December 2023 Minutes

**Tuesday 12th December,** at **7.30pm, at Minety Village Hall**, Hornbury Hill, Minety, SN16 9QH

Attending.

Cllr Read, Cllr Cain, Cllr Jenny Pinkney, Cllr Sarah Crompton, Cllr Kirsty Johnson

Clerk, Janey Berry, Cllr Chuck Berry, 2 members of the public, names noted.

1. **Public Consultation. A member of the public came to discuss flooding issues and what was causing the flooding. Cllr Johnson explained that Wessex Water had conducted a survey on the sewage network using CCTV. They found minor issues that have not impacted on the flooding. They also looked at the culvert on Station Road, which forms part of the main culvert going through the village, and there is a blockage upstream and downstream, caused by root mass. Riparian landowners are responsible for clearing the culverts on their land. Cllr Berry explained that Wiltshire Council have met with Network Rail in the past and talked about the culvert being expanded while the railway line was being doubled, but they refused to do the work.**

**The parish council meeting commenced at 7.47pm.**

1. **Chair for meeting –** Sarah Crompton
2. **Welcome, Apologies, Absences – Alex Dupree**
3. **Dispensations/ Declarations of interests.**
4. **Minutes from the previous meeting (Tuesday 14th November 2023)** were agreed as a true record of the meeting and signed. For clarity it was agreed that Standard Reviews (7g) should say” Minety Junior Art Club.”
5. **Councillor Vacancy.** Three vacancies remain.
6. **Standard Reviews**
   1. Cllr Read Minety Playing Field Association

Cllr Read reported that the MPFA has looked into putting in a MUGA pitch but, this is not economically viable due to the groundworks needed. Cllr Crompton and Cllr Cain will Speak to Ewan Morrison about the lease.

* 1. Village Hall

No update, Clerk will email Cllr Dupree to see if she will take on responsibility of liaising with the village hall for updates.

* 1. Cllr Berry/ Cllr Cain Area board

Next Area Board Meeting is on 13th February 2024 at Malmesbury Town Hall and starts at 6.30

* 1. Cllr Cain, Dupree and Slucock LHFIG (Local Highway and Footpath Interest Group.

No updates.

* 1. Cllr Johnson Flood working group liaison.

See public questions. It was agreed unanimously that the Clerk would write to Dominic Morris at Gloucestershire Council regarding the flooding at Bunny Lane which is allegedly caused by the Lower Mill Development.

* 1. Cllr Pinkney School liaison

No update.

* 1. Clerk Grants. Applications received. Application decisions.

Nothing to report.

* 1. Cllr Crompton: Planning Applications received since previous meeting.

See comments below.

1. **Planning. (Please see December Agenda for further listings)**

**Application Ref PL/2023/09114** - Householder Application Address: Long Cottage, Silver Street, MInety, Malmesbury, Wilts, SN16 9QU Proposal: Installation of dropped kerb Applicant Name Jamie Tolson Case Officer: Stefan Galyas Respond By 12-12-2023 Application Link: <https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BtCmd>

**Application No: PL/2023/10090** Application Type: Prior approval Part 3 Class Q: Agricultural buildings to dwellinghouses Proposal: Notification for Prior Approval under Class Q for a Proposed Change of Use of Agricultural Building to a Dwellinghouse (Class C3) and Associated Operational Development Site Address: WOODWARD FARM, DOG TRAP LANE, MINETY, MALMESBURY, SN16 9PW On behalf of: Mr & Mrs T Sheppard Assigned Officer: Callan Powers Direct Line: 01249 706583 Comments to be received by: 21 December 2023 Plans are available to view on our website at https://development.wiltshire.gov.uk/pr/s/planningapplication/a0i3z00001CF1Pi Please be aware that supporting documentation for the application will be available to view online within 24 hours. Please note – you will not be receiving a paper copy of these plans, you will need to view these on the website.

**9. a. New project proposals** –

**MUGA** –

No further update (school awaiting confirmation/clarification on potential building expansion and until that area had been designated it wouldn’t be possible to consider potential area to be allocated for the multi-games court.

**Land Registry**- Cllr Cain updated the Council on what he has asked Bevirs Solicitors to consider.

1. Secure legal property documents re Minety parish council/ charity from Forresters solicitors in Malmesbury.

2. Sort deed packets into relevant 'current' and 'historic' documents, with separate deed packets for each relevant land interest, and schedule relevant documents (including those currently held by Bevirs).

3. Review (pros/ cons) of unregistered land being registered at HM Land Registry and whether land is owned by correct 'Minety Parish Council' or 'parish councillor' representative names.

The cost of the work will be £1040 plus VAT to carry out the initial work. This was proposed by Cllr Cain, seconded by Cllr Crompton and unanimously agreed.

**b**. **Correspondence from Parishioners**. Builders on Silver Street being inconsiderate and parking on pavements. Cllr Crompton will speak to them.

**10 Finance**

1. **Clerks report**

**Financial Statement and Precept information -** Councillors discussed the precept having looked at the information provided and agreed that the precept would not be raised. This was proposed by Cllr Crompton, seconded by Cllr Cain and unanimously agreed.

**Grant Policy Review**- Cllr Crompton will send out the new grant policy to all Councillors for agreement.at the January meeting.

**MPFA lease**- Cllr Crompton and Cllr Cain to liaise with Ewan Morrison to discuss future structure.

**Councillors to have work emails** – The Clerk has explained to Councillors that they need to have separate email addresses for Council business. Cllr Johnson looking into this and costs.

**Newsletter** – It was agreed that Cllr Crompton would make up a rota for Councillors to take it in turns to produce a news letter.

**Bins** – Bins are now being emptied and the IDVerde manager is tracking collections.

**ROSPA** – Cllr Crompton has spoken to David Ash and has figures for the work to be done. She will send out to all Councillors to consider at the January meeting.

.

**b. Account balances.**

* + 1. Account ending 232 £40,832.62 7/12/2023
    2. Account Ending 348 £ 3,317.40 7/12//2023
  1. **Payments received**

**d. Schedule of payments set out below was agreed**. (Proposed by Cllr Crompton and seconded by Cllr Pinkney)

**Aden Vaughan £ 60.00 8/11/23 – Bus shelter cleaning**

**John Shephard £ 25.78 15/11/23- reimbursement for shovel**

**Khan Adamson £540.00 15/11/23 – Accountancy fees**

**HMRC £ 144.80 15/11/23- HMRC**

**Janey Berry £ 579.00 15/11/23- Clerks Salary and extra hours**

**Fenland Leisure £ 67.20 21/11/23 – new swing**

**SLCC £ 73.00 22/11/23 – membership renewal**

**Minety Village Hall £ 18.00 1/12/23- Hall rental**

e. **Payments approved.** (Proposed by Cllr Crompton and seconded by Cllr Pinkney and unanimously agreed)

Netwise £552.00 – Domain renewal (clarified the service delivery and approved the payment)

**11. Outstanding Actions not covered by previous proceedings.**

**12. Closing comments.** Chair to close meeting at 20.45

.

**14. Date of Next Meeting: January 9th 2024,** at **7.30 pm** at Minety Village Hall, Hornbury Hill.

Signed ...............................................................