November 2023 Minutes

**Tuesday 14th November,** 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, 7 members of the public, names noted.

1. **Public Consultation. A member of the public came to discuss planning application PL/2023/08113. The comments made have informed the response from Minety Parish Council and can be seen online and on this agenda under planning.**

**Five members of the public attended to talk about flooding issues on Ashton Road and Station Close area, some suggested that they might join the flood working group. They want to help the council deliver a community co-ordinated response. The council reported that feedback, on local flooding issues, had been give to Wiltshire Council and Wessex Water representatives. Former councillor John Shephard’s recent resignation and work as flood liaison representative was noted.**

 **The parish council meeting commenced at 8.12 pm.**

1. **Chair for meeting –** Sarah Crompton
2. **Welcome, Apologies, Absences – Alex Dupree**
3. **Dispensations/ Declarations of interests. Sarah Crompton – bus shelter cleaning. Janey Berry – Clerks salary review.** Sarah and Janey left the meeting during the discussion.
4. **Minutes from the previous meeting (Tuesday 12th September 2023)** were agreed as a true record of the meeting and signed.
5. **Councillor Vacancy.** Kirsty Johnson was Co-opted as a Councillor. Proposed by Sarah Crompton and seconded by Jenny Pinkney and unanimously agreed. Kirsty accepted the position and signed the declaration form. Three vacancies remain.
6. **Standard Reviews**
	1. Cllr Read Minety Playing Field Association

Cllr Read reported that the MPFA has become a Limited Company. Cllr Cain asked what the setup of the new limited company would be. Cllr Read was unable to give full details so Cllr Crompton and Cllr Cain are going to contact Ewan Morrison to discuss this further and any legal implications that may have, including the expected required to amend current Playing Field Lease arrangements and potentially seeking any necessary consents from Fields in Trust.

* 1. Village Hall
	2. Cllr Berry/ Cllr Cain Area board

Next Area Board Meeting is called “All things Highways” and will be on 21/11/23 Malmesbury Town Hall at 6.30. (This was subsequently cancelled and postponed to 13th February 2024)

* 1. Cllr Cain, Dupree and Slucock LHFIG (Local Highway and Footpath Interest Group.
	2. Cllr Johnson Flood working group liaison.

Cllr Johnson is going to meet with John Shephard to be updated on flooding details that John was dealing with. Cllr Johnson to start putting together a flood working group. Danny Evert is going to attend Cantors Way to look at the construction of the bank.

* 1. Cllr Pinkney School liaison

No update (see reference to proposed MUGA at the school in projects below)

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

Minety Art club has spent £650 in the last 10 months on art materials and Cllr Pinkney suggested a donation of £500 to ensure its sustainability. This was proposed by Cllr Crompton and seconded by Cllr Pinkney and unanimously agreed, subject to Mr Brown’s letter being circulated and all councillors who voted being happy with the contents and confirmation of a DBS check. It was also agreed that the club must be accessed by all children who apply.

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

See comments below.

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

**Application No: PL/2023/08113 Proposal: Site Address: Wrensbrook Barn, Station Approach Road, Minety, SN16 9RQ Change of use of former agricultural barn to tourist accommodation together with associated ancillary works. Application Type: Full planning permission Officer's Name: Hilary Baldwin Direct Line: 01249 706690** comments by 17/11/23. **Comment** Minety Parish Council has some concerns about this application. Firstly, it states in the application that it will be connected to mains sewage but, it appears that there is no connection available in that area. Secondly there is not enough amenity land for a sewage tank and that area is subject to a high-water table and therefore will not drain effectively. We also request you pay attention, as we know you will, to the extensive planning history and the fact that this was never an agricultural building, therefore, not able to make use of any permitted development permissions. There may be a covenant on the building and a restriction on any commercial use.

**Application No: PL/2023/08609 Application Type: Full planning permission Site Address: RAVENSHURST, RAVENSHURST FARM, THE COMMON, MALMESBURY, SN16 9RH Proposal: The creation of 2 great crested newt ponds under the District Level Licensing scheme. Each of the ponds will be up to 500sqm and up to 1.5m deep. They will be created with shallow marginal areas to increase the habitat provision for newts and other aquatic species. The land is currently grazed as part of an agricultural holding and the pond areas will no longer be grazed post construction. Officer's Name: Hilary Baldwin 01249 706619 comments by 30/11/23**

**Application No: PL/2023/08666 Proposal: Construction of 1.5 storey detached outbuilding to afford secure garaging, storage and ancillary accommodation above. Alternate design to that previously approved under planning ref: PL/2021/08063. Site Address: Meadow View, The Common, Minety, Malmesbury, SN16 9RH Application Type: Householder planning permission Officer's Name: Tim Furmidge Direct Line: 01249 705568**

**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 had continued to chase Forresters solicitors but with little response. Proposal to invite Bevirs to produce a report on title arrangements and what we need to do to can do about the MPFS lease agreement. Cllr Cain proposed an initial review of title documents, collate a schedule confirming what is held where and make recommendations about any required title changes. This will include a review of the MPFA lease. A sum of £500 was proposed by Cllr Cain for legal fees and seconded by Cllr Crompton and unanimously agreed.

**b**. **Correspondence from Parishioners**. Emails regarding flooding on Ashton Road and potholes on Sawyers Rise. The clerk reported that the landlord’s agents at Cantors Way had been co-operating since the council had written to raise concerns about the maintenance of the ditch in that area.

**10 Finance**

1. **Clerks report**

**Financial Statement -** Councillors considering Financial Statement for meeting in December to discussPrecept.

**Grant Policy Review**- Cllr Crompton will send out to all Councillors for agreement.

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

**Bus Shelter Cleaner-** Theo Crompton appointed to clean the 2 bus shelters each week. He will be asked to complete a checklist each week and report any issues. Proposed by Cllr Pinkney and seconded by Cllr Cain and unanimously agreed. .

**Clerks pay scale point review and review of hours –** It was proposed by Sarah Crompton that the Clerks pay scale would increase to 21 and her hours would be increased to 30 hours per month. This was seconded by Cllr Cain and unanimously agreed and effective immediately.

**Review of ROSPA Report** – Cllr Crompton has asked David Ash to quote for doing work that needs to be done. A new swing seat is required at a cost of £67.20. This was proposed by Cllr Read and seconded by Cllr Crompton and unanimously agreed. Clerk will order and Cllr Reid will fit the seat.

Councillors have been asked to download all information they have acquired regarding parish matters to the One Drive.

**Hedge cutting**- Hedge on Oaklease is overgrown and Cllr. Read will approach the resident to discuss.

**Grass Cutting Quote** – One has been received and a second will be obtained by Cllr Crompton who is meeting with a contractor on 24/11/23.

**Clerks expenses**- have been approved by Council. Proposed by Cllr Crompton and seconded by Cllr Cain, unanimously agreed and signed.

**Co**-**option Policy**- Unanimously agreed by Council.

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 **b. Account balances.**

* + 1. Account ending 232 £42,395.84 7/11/2023
		2. Account Ending 348 £ 3,255.07 7/11//2023
	1. **Issues to address.**

Insurance paid and updated.

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

**IDVerde £ 218.40 14/9/23 Bin emptying (July bill)**

**John Shephard £ 17.48 14/9//23- reimbursement for key box**

**Arthur J Gallagher £1,283.95 14/9//23- Insurance**

**HMRC £ 186.40 14/9/23- HMRC**

**Janey Berry £ 745.77 14/9/23- Clerks Salary and holiday pay**

**Community Heartbeat £ 151.20 22/9/23-Maintainance of defibrillators**

 **Neil Crocker £ 280.00 2/10/23- Grass cutting.**

 **Minety Village Hall £ 18.00 2/10/23-Hall rental**

 **Aden Vaughan £ 36.00 13/10/23 Bus shelter cleaning**

 **Janey Berry £ 240.00 23/10/23-Clerks salary**

 **HMRC £ 60.00 23/10.23**

 **IDVerde £ 218.40 27/10/23-Bin emptying (Oct bill)**

 **Neil Crocker £ 280.00 31/10/23 – Grass cutting.**

 **Janey Berry £ 20.00 31/10/23 – payment for cash to buy poppy wreath.**

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

 Clerk’s expenses -extra Hours £ 243.75

 Clerk’s expenses £ 54.89

 SLCC-Membership £ 73.00

 Khan Adamson- Accountancy fees £ 540.00

 John Shephard- 2 shovels £ 25.78

**f. Payments received.**

 **Wiltshire Council £9,028.95 26/9/23**

 **Wiltshire Council £1,432.71 4/10/23**

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

**Minety Parish Council Community Facebook**. This has been set up by Cllr Pinkney so information can be posted to the community.

**12. Closing comments.** Chair to close meeting at 21.37

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**14. Date of Next Meeting: December 12th 2023** at **7.30 pm** at Minety Village Hall, Hornbury Hill.

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