

Donhead St Andrew Parish Council
Minutes of Meeting on Friday 15th May 2015
Henrietta Barnett Field Centre at 7:15pm

15.05.06	Apologies received and those present: Present: M. Cullimore (Chairman), J. Barton, Miss B Miller, Ms P. Maxwell-Arnot, M. York. Also in attendance: W.Cnllr T. Deane; 5 residents; Mrs S. Harry (Clerk). Apologies received and accepted:1 resident (S. Howard); S Luck (Vice-Chairman), Lady Cooper, Mrs F. Smart, S. Pyke.																																																		
15.05.07	Declarations and Dispensations a. declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests - none. b. declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests - none.																																																		
15.05.08	Public Participation and Presentations - Questions and/or statements A resident highlighted the meeting (details previously circulated) concerning the Ancient Tree Project on Monday 18 th May - 7pm for 7:30pm.																																																		
15.05.09	Approval of minutes: Full meeting on 13 th March 2015; proposed Ms PMA / seconded Miss BM / unanimous of those present.																																																		
PLANNING MATTERS																																																			
15.05.10	Planning Application 15/04177/ful - The Hollies, Barkers Hill, Semley, SP7 9BH - demolition of single storey rear lean-to and erection of rear two storey extension within footprint of demolished extension, alterations to front elevation including a ground floor bay window and window alterations to the rear elevation P.Cnllrs noted that the property lies over 2 parishes before resolving that a site meeting be organized, with members of Sedgely and Semley PC invited, on Monday 1 st June at 6pm (provisional). proposed Ms PMA / seconded Miss BM / unanimous																																																		
15.05.11	Applications determined - no new decisions.																																																		
FINANCE																																																			
15.05.12	a. Approval of payments information <table><tr><td><u>Payee</u></td><td><u>Purpose</u></td><td><u>Cheque</u></td><td><u>£ nett</u></td><td><u>£ vat</u></td><td><u>£ total</u></td><td></td></tr><tr><td>WALC</td><td>subscription</td><td>406</td><td>138.35</td><td>27.67</td><td>166.02</td><td>budgetted</td></tr><tr><td>cancelled</td><td></td><td>407</td><td></td><td></td><td></td><td></td></tr><tr><td>Mrs S. Harry</td><td>Salary (incl. 14/15)</td><td>408</td><td>928.24</td><td></td><td>928.24</td><td>budgetted</td></tr><tr><td>obo HMRC</td><td>Tax & NI</td><td>409</td><td>366.83</td><td></td><td>366.83</td><td>budgetted</td></tr><tr><td>obo Diane Malley</td><td>payroll services</td><td>410</td><td>48.00</td><td></td><td>48.00</td><td>budgetted</td></tr><tr><td>Broker Network Ltd</td><td>insurance premium</td><td>411</td><td>285.99</td><td></td><td>285.99</td><td>budgetted</td></tr></table> <p>P.Cnllrs resolved the payments listed above.</p> <p>Proposed Miss BM / seconded MY / unanimous</p>	<u>Payee</u>	<u>Purpose</u>	<u>Cheque</u>	<u>£ nett</u>	<u>£ vat</u>	<u>£ total</u>		WALC	subscription	406	138.35	27.67	166.02	budgetted	cancelled		407					Mrs S. Harry	Salary (incl. 14/15)	408	928.24		928.24	budgetted	obo HMRC	Tax & NI	409	366.83		366.83	budgetted	obo Diane Malley	payroll services	410	48.00		48.00	budgetted	Broker Network Ltd	insurance premium	411	285.99		285.99	budgetted	
<u>Payee</u>	<u>Purpose</u>	<u>Cheque</u>	<u>£ nett</u>	<u>£ vat</u>	<u>£ total</u>																																														
WALC	subscription	406	138.35	27.67	166.02	budgetted																																													
cancelled		407																																																	
Mrs S. Harry	Salary (incl. 14/15)	408	928.24		928.24	budgetted																																													
obo HMRC	Tax & NI	409	366.83		366.83	budgetted																																													
obo Diane Malley	payroll services	410	48.00		48.00	budgetted																																													
Broker Network Ltd	insurance premium	411	285.99		285.99	budgetted																																													

	<p>b. Annual Return - P.Cnllrs considered the documents distributed at the meeting consisting of sections 1,2 and 4 of the Annual Return, noting that:</p> <p>i. the Accounting Statements (section 1) contained the correct comparative figures of the 2013/14 and 2014/15 financial years.</p> <p style="text-align: right;">Proposed MY / seconded Miss BM / unanimous</p> <p>ii. the Annual Governance statements for 2014/15 had been met and that all the required responses were confirmed 'Yes'.</p> <p style="text-align: right;">Proposed MY / seconded Miss BM / unanimous</p> <p>iii. the Internal Audit Report for 2014/15 had not raised any concerns.</p>	<p>Clerk</p> <p>Clerk</p>
CEMETERY		
15.05.13	<p>War Memorial - restoration of inscriptions - the paint analysis had been completed (see attached - previously circulated as an agenda paper); P.Cnllrs were asked to decide whether to go with a minimal restoration with the lettering being conserved 'as is' or to opt for a more complex restoration that would be as close as possible to the original inscriptions.</p> <p>P.Cnllrs resolved to ask for quotes for the more complex restoration and apply for matched grant funding.</p> <p style="text-align: right;">Proposed JB / seconded MY / unanimous</p>	Clerk
HIGHWAYS/Rights of Way		
15.05.14	Permissive footpath between FPs 4 and 5 - P.Cnllrs noted that the statements from over 30 residents in the village were now ready to be forwarded to Wiltshire Council.	Clerk
15.05.15	CATG - Brookhill feasibility study - those present at the meeting were told that the feasibility study was about to be issued and that hopefully the P.Cnllrs and affected residents would have the opportunity to study the report before consideration by CATG.	Clerk
15.05.16	Report on Highways / BBLP session on the current contract - P.Cnllrs noted the previously circulated document and expressed some concern with the decreasing service levels.	
15.05.17	<p>Clarence reports - 0300 4560105 / Clarence@wiltshire.gov.uk / My Wiltshire reports - the Clerk reported on the reflective bollard that was missing that was missing from the junction of Sans Lane with the A30. The local Highways Manager was not currently able to provide a replacement, but the Clerk would look at buying a small stock.</p> <p>Details of how to contact Clarence or make a 'My Wiltshire' report would be placed on the notice boards.</p>	<p>Clerk</p> <p>Clerk</p>
OTHER MATTERS REQUIRING CONSIDERATION and/or RESOLUTION		
15.05.18	Transparency Code - P.Cnllrs were told that £4m is being made available through WALC to smaller PCs to help with set up costs for a website, computer etc. to help with publication of information; the Clerk would make an application when available.	Clerk
15.05.19	Social Housing in Donhead St Andrew - the Chairmen of the 2 Donhead PCs had agreed to meet to discuss the social housing need, but had yet to arrange a date.	
Reports		
15.05.20	<p>W.Cnllr Tony Deane - TD reported that:</p> <p>a. Highway Officers were also very frustrated with the road maintenance problems being locally experienced that appeared to result from a lack of supervision and management of the workforce.</p> <p>b. It had been reported that Dorset CC would be re-opening Dinah's Hollow on the C13.</p> <p>c. The concern for the increasing demand for the care of the elderly and vulnerable within Wiltshire that would require more resources in the near future.</p>	
15.05.21	Other reports: Chairman and Clerk - no items.	

	P.Cnllr Miss BM reported back that the D. Pitman was happy with the plan for a bench and bulb planting scheme that would be undertaken in the cemetery with the previously donated monies.	
15.05.22	Correspondence - noted.	
15.05.23	Date and time of next meetings: Full - 17 th July 2015; 18 th September 2015; 20 th November 2015 <u>plus</u> planning/consultation meetings as advised.	