

West Tytherley, Frenchmoor & Buckholt Parish Council

Minutes of the Ordinary Parish Council Meeting held on Monday 14th August 2023 at King Edward's Hall, West Tytherley

Present: Councillor Fiona Collier – Chair (FC), Councillor Karen James (Vice-Chair) and Councillors Fiona Collyer (FCy), Margaret Down (MD) and Harry Urquhart (HU).
Also: TVBC Councillor Stewart MacDonald, Neil Carpenter (Clerk/RFO) – (NC) and ten members of the public.

The meeting opened at 7.02p.m.

86/23 Apologies for absence

Received from councillor Kit Rowlands.

Andy Page, chair of King Edward's Hall committee, has notified the clerk that he will be arriving during the meeting.

87/23 Declarations of interest

None.

88/23 Minutes of:

(i) the Ordinary Parish Council Meeting held on 10th July 2023:

MD questioned (referring to minute 69/23) the validity of the procedure relating to the co-option of John Camilleri as minuted. NC stated that the minutes are simply a record of the proceedings, whether the process followed was correct or otherwise.

The minutes were approved and signed.

(ii) the Extraordinary Parish Council Meeting held on 17th July 2023:

minute 83/23 – MD pointed out that to comply with the NDP the roof material could be either of slate or tiles, not solely of tiles as stated by John Camilleri.

The minutes were approved and signed.

89/23 Councillor's code of conduct

At present the Parish Council has adopted the standard code of conduct as issued by the National Association of Parish Councils; NC suggested that councillors may wish to adopt an enhanced code of conduct more relevant to modern standards, as several neighbouring parish councils have done. To be dealt with at a future meeting.

90/23 Resignation of Councillor John Camilleri

The resignation of John Camilleri, dated 1st August 2023, was noted.

91/23 Public Forum

92/23 To receive a report from Councillor Stewart MacDonald (TVBC)

SM highlighted forthcoming TVBC events promoting services and available assistance. Regarding 8 Dean Road, SM continues to engage with Aster Housing; the tenancy has been surrendered and the site must be cleared within three months. SM also briefed councillors on work done by HCC highways including dealing with blocked drains.

At this point councillor Vian Cameron (VC) and HCC councillor Nick Adams-King (NAK) joined the meeting.

93/23 To receive a report from Councillor Nick Adams-King (HCC)

NAK reported:

- HCC Highways are planning to deal with pothole repairs and drainage issues locally;
- the recycling of expended vapes is to be rolled out;
- the concerns raised regarding verge cutting have been noted.

Having given their reports SD and NAK left the meeting to attend other meetings.

94/23 King Edward's Hall's involvement in the Resilience plan (Andy Page)

- minuted below

95/23 Planning

- 23/01764/TREES – The Brow, Coach Road West Tytherley: Ash – fell; Beech – raise crown to give 4m clearance from ground level [comment date 01/08/23]
- 23/01765/TREES – Tower House, Dean Road West Tytherley: Cherry – fell [comment date 01/08/23].

The council unanimously agreed a “No objection” response to both the above applications.

96/23 Finance

- Request from West Dean Parish Council for West Tytherley Parish Council to pay the contribution of £250.00 towards the upkeep of the West Dean playground which benefits the parishioners of West Tytherley Parish Council who live in West Dean village: the council agreed unanimously that this be paid this year.
- Contribution to works carried out by King Edward's Hall to facilitate installation of the defibrillator: awaiting sight of the invoice and the amount of contribution requested from the King Edward's Hall Committee.
- Mugs and tea towels: investigation continues.
- Renaming of the three West Tytherley Parish Council bank accounts to reflect current circumstances: the council unanimously agreed, if permissible, to rename the second (“Millenium”) account to be the “Recreation Ground and Pavilion Capital Fund” account, and the third (“savings”) account to be the “Fete and Community” account. NC to arrange.

(minute 96/23 continues...)

To approve

- payment of £288.00 to M. Eastwood for grass cutting from 13th April to 24th June 2023 (invoice 37/51): this was approved unanimously. To be paid by cheque (No. 001072).
- payment of £57.60 to Geosphere (invoice 24UN056-002) for digital mapping annual subscription: NC was unaware of this pending subscription. The council unanimously agreed not to pay this invoice, subject to further investigation.

The following payments were noted:

- Payment of £529.10 to Parish Clerk (salary for July 2023)
- Payment of £25.00 to Parish Clerk (office allowance for July 2023)

Both the above paid by BACS on 03/08/23.

Summary of current bank accounts: as at 31st July 2023

- the main account balance was £42,479.82 (including £20,000 ringfenced for the resilience project)
- the Millenium account balance was £13,572.06
- the third account balance was £1,246.18.

Budget report April to July 2023: NC distributed a printed spreadsheet to councillors.

Audit 2022-2023: FC detailed the current situation. The audit has not been submitted on time and has been put into the hands of external auditors. There is no suggestion of impropriety by NC.

94/23 King Edward's Hall's involvement in the Resilience plan (Andy Page)

Andy Page, chair of the King Edward's Hall Committee, outlined the work that needed to be done to enable the King Edward's Hall to become the resilience hub.

The councillors voted unanimously by show of hands (3 in favour with 3 abstentions due to conflict of interest) to support, in principle, paying, from the SSEN grant money, the King Edward's Hall for works needed for the hall to become the resilience hub. Costs would need to be agreed by the Parish Council in advance of works being undertaken.

97/23 Public correspondence

- drainage, Chalkpit Lane West Tytherley: this seems to have been caused by the erosion of banks along Chalkpit Lane by large tractors. The resulting debris falls onto the lane and is washed down towards North Lane. To be raised with HCC Highways.
- house martin nestbox appeal: contact details are appended to these minutes.
- request to address councillors regarding Bentley Wood wildlife buffer zone: NC to respond.
- locked gate on footpath 3: FC reported the re-instated definitive route is not signed and there is no map posted at the divergence locations to advise users of the footpath of the new routing. KJ to follow up with HCC.
- overgrown hedge, North Lodge, North Lane at Tytherley Road, Winterslow: FCy considered the present hedge growth to be acceptable but will ask the property owner to keep it trimmed.

98/23 Resignation of Parish Clerk

FC stated the clerk will cease employment on 31st August. Two possible replacements have been identified.

99/23 Councillor's reports

MD to attend a planning course which the council agreed to fund.

A large scale map of local footpaths, with the footpaths annotated for identification, to be put onto the parish council's website. MD has a map which can be used. Andy Page offered to make space available on King Edward's Hall's noticeboard to display a footpath map.

VC has determined that a suitable fence for the recreation ground at Thorngate will be of close-board construction with concrete posts and concrete kickboards. Although initially more expensive to install than standard wooden fence panels and posts it will be more suitable and cheaper in the long run. Estimates to be sought. The recreation ground fence abutting the lane needs attention, as does the bus stop shelter and some of the benches on the recreation ground. VC will obtain quotes to replace the water heater in the pavilion. FC supplied gate closure hinges which VC has kindly fitted.

HU suggested reviewing planning strategy.

100/23 Any other business

NC reported that the Frenchmoor noticeboard is broken and requires replacement, preferably with a noticeboard able to accommodate four A4 sheets behind each window.

101/23 Date and time of next meeting

The next meeting is to be held on Monday 11th September at 7.00pm

Being no further business FC closed the meeting at 9.01pm.

Minutes to be published on the Parish Council's website: www.wtparishcouncil.org

Information - House Martin nestbox appeal contact: sue.wiltsimages@btinternet.com