

# Donhead St Andrew Parish Council

## Full Meeting Minutes

Friday 18<sup>th</sup> September 2020 held online via Zoom at 7:30pm

	<b>Public Participation and Presentations</b> - Questions and/or statements There was a resident present throughout the meeting who wanted to listen but not participate.	
18.09.01	<b>Apologies received and those present:</b> Present: M. Cullimore (Chairman), S Luck (Vice-Chairman), J. Barton, C. Burrows, P. Maxwell-Arnot, B. Miller, M. York, S. Barkham. Also in attendance: 1 residents, 1 candidate for the PCnllr vacancy & Mrs J. Luck (Clerk).	
18.09.02	<b>Declarations and Dispensations</b> a. declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests b. declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests - <b>PCnllr SL declared an interest at point 16 on the agenda and abstained from voting.</b>	
18.09.03	<b>Parish Councillor Vacancy</b> - PCnllrs listened to the candidate, Alistair Stoker briefly explain why he would like to be considered to fill this vacancy. PCnllrs then resolved to appoint him as a Parish Councillor. PCnllr MC welcomed him to the PC and stated that <b>the clerk would provide him with the appropriate paperwork to formalise the appointment - 7 PCnllrs supported and 1 PCnllr abstained.</b>	ClrK
18.09.04	<b>Approval of minutes:</b> Full meeting - 10 <sup>th</sup> July 2020, PCnllrs approved - <b>Proposed MY/Seconded PMA/Unanimous</b>	
<b>PLANNING MATTERS</b>		
18.09.05	<b>Planning applications</b> - No new applications since last meeting.	
18.09.06	<b>Applications determined since last meeting</b> - PCnllrs noted determined applications circulated by the Clerk in advance of the meeting.	
18.09.07	<b>Public Consultation 10-20 - Changes to the current planning system</b> - PCnllrs referred to previous correspondence circulated by the clerk and did not want to provide any feedback via the public consultation at this stage. The clerk has contacted Richard Burden at Cranborne Chase Area of Outstanding Natural Beauty for his thoughts and will relay this to PCnllrs when she receives a response.	
<b>FINANCE</b>		
18.09.08	<b>Approval of payments information</b> PCnllrs noted and approved retrospective payments made between 01/07/2020 and 31/08/2020 - all from approved budgets circulated previously via email. PCnllrs noted that the clerk had completed the VAT return for 31/03/2020 and £515.79 had been credited to the bank account. - <b>Proposed BM/Seconded SL/Unanimous</b>	
18.09.09	<b>Approval of Bank Reconciliation</b> PCnllrs noted and approved the bank reconciliation for July and August 2020, Circulated previously via email. - <b>Proposed MY/Seconded CB/Unanimous</b>	

CEMETERY		
18.09.10	<p><b>Cemetery Maintenance</b> - PCnllrs noted that the self-employed individual (Simon) who carried out maintenance had now left. PCnllrs referred to previous correspondence issued by the clerk which detailed the work that was carried out by Simon and agreed that PCnllrs would take collective responsibility to keep an eye on the cemetery, dealing with minor issues such as litter/dog Fouling on the spot and highlighting bigger issues to the PC. The clerk has arranged for Rob Pearce (the grass cutter) to take on the maintenance of the hedges which was also approved by the PCnllrs. - <b>Proposed JB/Seconded SB/Unanimous</b></p>	
18.09.11	<p>i. <b>Cemetery Partial Rewilding</b> - PCnllrs resolved they would like to continue with leaving designated areas of grass long and continue with the Wildflower bank to assist wildlife. PCnllrs may relocate the taller species on the bank to another area in the cemetery. - <b>Proposed SL/Seconded SB/ 7 PCnllrs in favour and 1 PCnllr abstained.</b></p> <p>ii. <b>Cemetery Trees along the bank</b> - Upon closer inspection, the clerk was concerned about the health of the remaining two trees and was wondering whether the growing conditions of the bank was not suitable for trees. PCnllrs resolved to not replace the third tree at present but to keep an eye on the health of the remaining two trees before making a final decision. - <b>Proposed SL/Seconded MY/Unanimous</b></p>	
HIGHWAYS/RIGHTS OF WAY		
18.09.12	<p><b>Speed Restriction Proposal</b> - PCnllrs referred to the draft public consultation prepared by the clerk, which aims to ascertain whether there is support from residents. PCnllrs asked the clerk to add that there would be increased, repeated signage throughout the proposed speed restriction area, to make residents aware of this. After discussions, PCnllrs voted on which of the two proposals they supported.</p> <ul style="list-style-type: none"> <li>The consultation remained as it was, with the potential speed restriction applying to the main arterial roads through the village (Milkwell, Overway, West End, Lower Street and New Road) - <b>4 PCnllrs Supported, 2 PCnllrs abstained.</b></li> <li>The consultation was amended to apply the speed restriction to the majority of the roads within the village and for the clerk to ascertain what the additional costings would be (Sands Lane, Pigstrough and St Bartolomews to be added) - <b>2 PCnllrs supported.</b></li> </ul> <p><b>As resolved by the vote, the speed restriction would apply to the main arterial roads. The Clerk will make the signage amendment and ask whether it can be distributed by the same network that posts the Donhead Digest.</b> PCnllrs agreed with the return being direct to the clerks postal address or via <a href="mailto:donheadstandrewpc@gmail.com">donheadstandrewpc@gmail.com</a></p>	Clrk
18.09.13	<p><b>Footpath Update from PCnllr PMA</b> - No progress had been made on the bridge repair at FP1, she will continue to chase WC. PCnllr PMA asked that if the PC acquires land owners permission to replace stiles with pedestrian gates at FP14, that the gate below Pileoak Cottage is correctly situated on the original footpath. <b>It was raised that FP8 and FP9 towards Dengrove Farm were not currently passable. PCnllr PMA and PCnllr SB will walk these paths assessing the situation, taking photographs and the clerk will write to the landowner if necessary.</b></p>	PMA SB Clrk
18.09.14	<p><b>Pedestrian Gate Funds</b> - PCnllr MC to confirm whether land owner written permission has been received to potentially replace stiles with pedestrian gates at TISB50 (Westfield Farm) and DSTA14 (the three stiles along this path towards Pile Oak Lodge). Approval for a gate at DSTA6 (near Leat House) obtained so far - <b>PCnllr MC has received no response and will chase.</b></p>	MC

18.09.15	<b>Parish Steward Reports</b> - Nothing specific put forward, PCnllr SL reiterated the need for PCnllrs and residents to report issues to WC via the app to apply pressure.	
<b>OTHER MATTERS</b>		
18.09.16	<b>Agreed Pay Scales for Clerk</b> - PCnllrs referred to documents previously circulated by the Clerk. The National Joint Council for Local Government Services (NJC) has agreed new pay scales for 2020-21 to be implemented from 1 April 2020 for council clerks. PCnllrs approved the recommended increase from £10.16 per hour to £10.44. They also approved the increase of minimum annual leave from 21 to 22 days for employees with less than five years' service which would be prorated for part time staff. <b>The clerk will inform Diane who provides our payroll service. - Proposed MY/Secoded JB/supported by 7 PCnllrs/PCnllr SL abstained due to his declaration of interest.</b>	Clrk
18.09.17	<b>Identifying Verges that could be left uncut to assist wildlife</b> - PCnllrs noted that the Clerk hadn't had a reply from Wiltshire Council to enable her to identify whether verges were managed by WC or private landowners. <b>The Clerk will chase this up.</b>	Clrk
18.09.18	<b>Area Board Boundary Review</b> - PCnllrs referred to WC briefing note 20-30. Following the Electoral Review of Wiltshire Council, Electoral Divisions for the May 2021 elections no longer align to the boundaries for the Wiltshire Council's 18 Area Boards, which are based on Electoral Divisions. PCnllrs didn't feel it was necessary to comment during the consultation period from 10/09/2020 to 31/10/2020.	
<b>Reports</b>		
18.09.19	W. Cnllr Tony Deane - Absent	
18.09.20	Other reports; Chairman - <ul style="list-style-type: none"> <li>PCnllr JB is concerned about the safety of pedestrians using footpath 4 due to his diseased Horsechestnut tree which over hangs the path and potentially could drop a branch. He has subsequently sought advice from the WC Tree Officer who has recommended that he either fell it completely or remove its' dead branches and reduce it by a third which would hopefully extend its' life. PCnllr JB has opted for the latter which is likely to mean closure of the footpath whilst the work is being carried out. He will keep the PC informed.</li> <li>Donhead Lodge Boundary Wall - PCnllr MC queried that the road wasn't open during the evenings which he thought was specified in the road closure order. <b>The clerk will investigate this.</b></li> <li>Complaints have been received regarding the noise generated by regular use of motorbikes in a field along New Road. The PC has advised unhappy residents to register their complaints with Environmental Health Wiltshire Council.</li> <li>Complaints have been received regarding the bandstand Structure build on Agricultural land by the owners of The Haven property. The Clerk has registered a query with Wiltshire Council Planning department asking whether this is an acceptable structure on agricultural land. The Clerk is also in contact with the owners at the Haven.</li> <li>The clerk has contacted the Wiltshire Council Highways Engineer, David Button, regarding the issue of debris being washed down Painshill/Green Lane onto Lower Street, during heavy rainfall, creating a hazard. He had carried out patching in the past however he will ask a technician to re-inspect and if required put it on the Hot material Gang list again.</li> </ul>	Clrk

	<p>David Button understands that residents would like the road completely resurfaced, but advised that realistically a road of such status and low traffic volumes is not going to make the scheme list when there are so many needy more major routes county wide, at a time when budgets are limited.</p> <p>Clerk -</p> <ul style="list-style-type: none"> <li>• Website Accessibility legislation deadline 23.09.2020 - This is still outstanding, the clerk needs to carry out more research on this matter.</li> </ul>	
	<p><b>Working together</b> - PCnlr JB referred to an email recently issued by Judith Barton wanting to think about how the PC, Church and the Covid Response group could work together more effectively to support the village. PCnlr JB asked whether we could each have different areas on one website and update it more frequently. <b>The clerk will investigate this.</b></p>	Clrk
18.09.21	<p><b>Closure of meeting and Date and time of next meetings:</b></p> <p>Full Council Meeting - Friday 13/11/2020 7.30pm - likely to be held via virtually zoom.</p> <p>Interim planning meetings as required.</p>	
	<p><b>Public participation</b> - The attending resident confirmed that she had logged the problems at PainsHill on the Mywiltshire App.</p>	