

Donhead St Andrew Parish Council

Minutes of Full Meeting

Friday 10th January 2020 at 7:30pm

Donhead St Andrew Church

	<p>Public Participation and Presentations:</p> <p>One resident said that she felt that the junction between Lower Street and St Bartholomew's Street wasn't sufficiently signed to inform drivers which lane to take when turning in either direction. The Clerk will refer to Highways. She also stated that she approved of the initiative to replace stiles where appropriate with pedestrian gates..</p>	Clrk
	<p>Agenda item 13 was taken out of order during the meeting and discussed before agenda item 08 to assist in budget decisions.</p>	
10.01.01	<p>Apologies received and those present:</p> <p>Present: M. Cullimore (Chairman), S Luck (Vice-Chairman), C. Burrows, P. Maxwell-Arnot, M. York and S. Barkham</p> <p>Also in attendance: W.Cnllr T. Deane, 3 residents & J. Luck (Clerk).</p> <p>Apologies received and accepted: J. Barton, B Miller, S. Pyke</p>	
10.01.02	<p>Declarations and Dispensations</p> <p>a. declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests</p> <p>b. declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests:</p> <p>PCnllr MC declared a personal interest on agenda item 15, due to the fact he could potentially be asked by PCnllrs to quote for the work although he has stated that he would rather not.</p> <p>PCnllr SL declared an interest on agenda point 04 due to being a neighbour of the planning applicant and abstained from voting.</p>	
10.01.03	<p>Approval of minutes:</p> <p>Full meeting - 08th November 2019 - Proposed SL/Seconded CB/ Unanimous.</p>	
PLANNING MATTERS		
10.01.04	<p>Planning applications - 19/11433/FUL Orchard Cottage. This was an amendment to the recently approved planning permission, to change the roofing material on the proposed extension from thatch to clay tiles. After a short discussion, PCnllrs proposed to "No Objections" to this application - Proposed MY/Seconded CB/ 5 PCnllrs support and PCnllr SL abstained.</p>	
10.01.05	<p>Applications determined since last meeting - PCnllrs noted this information previously circulated via email.</p>	
FINANCE		
10.01.06	<p>Approval of payments information</p> <p>PCnllrs noted and approved retrospective payments made between 01/11/2019 and 31/12/2019 - all from approved budgets, circulated previously via email. Proposed MY/Seconded SL/ Unanimous.</p>	
10.01.07	<p>Approval of Bank Reconciliation</p>	

	PCnllrs noted and approved the bank reconciliation for November and December 2019, Circulated previously via email. Proposed SL/Seconded MY/ Unanimous.	
10.01.08	Approval of budget for April 2020/21 PCnllrs referred to the proposed budget circulated via email previously. It was noted that an additional £500 had been added to the budget to allow for making the Parish Council's website compliant with "Accessibility legislation", the Clerk will look into this matter further before the next meeting. There was a long discussion between PCnllrs about the proposed Maintenance figure of £300. Due to many finger posts requiring attention it was decided to increase this back to £1500 (which it was set at for previous years). This brought the total budget figure up to £12,581. During the meeting the Clerk adjusted the spreadsheet which illustrated the charge per household if the precept was increased to £12,000, which was the figure that PCnllrs were considering as the precept charge. PCnllrs agreed 20/2021 budget - Proposed MY/Seconded SB/ Unanimous.	
10.01.09	Setting of the 2020 Precept PCnllrs referred to budget and precept calculator and resolved to increase the precept to £12,000. The Clerk will request this. Proposed SB/Seconded PMA/ 5 PCnllrs support and 1 PCnllr abstained.	
CEMETERY		
10.01.10	War memorial maintenance - PCnllr SL was thanked for cleaning the memorial prior to the remembrance service.	
10.01.11	Cemetery grounds: <ol style="list-style-type: none"> Mowing & strimming ongoing -ongoing. General grounds Maintenance - ongoing. cremation plots - Nothing to report. Wildflower Bank - PCnllr JB was absent but had sent an email prior to the meeting reporting his findings. This had been circulated and read by PCnllrs prior to the meeting. A PCnllr stated that initially he would like to just sow the bank and see how that looked before any other area in the cemetery was considered for wildflowers. PCnllrs were happy for PCnllr JB to correspond with/oversee Simon Wakeman who will be planting the seeds and to accept his recommendation of purchasing seeds from Meadow Mania. Proposed SL/Seconded MY/ Unanimous. 	JB
HIGHWAYS/Rights of Way		
10.01.12	Footpaths - <ol style="list-style-type: none"> PCnllr PMA has not chased Nick Cowen (WC) on bridge repairs at FP1 (Donhead House) and FP3 (Kelloways Mill) as the fields are currently too wet for any work to be carried out. The Clerk had been in contact with the owner of Donhead House concerning the tree in river at FP1 (Donhead House. The tree still had not been removed so the Clerk will chase again. PCnllrs noted that due to concerns raised by a resident, the Clerk had reported potential oil contamination on DSTA3 to the Environment Agency (EA). The Clerk will continue to chase the EA for an update. PCnllr MC had spoken to the landowner concerning the non-dog friendly stile at DSTA5 by Donhead Mill. The owner confirmed that PCnllrs could remove the lower bar under the stile to allow dog access. PCnllr MC will action this. 	ClrK ClrK MC
10.01.13	Pedestrian Gate Funds - PCnllr MC confirmed that he had spoken to the landowner about potentially replacing stiles with pedestrian gates at TISB50 (Westfield Farm), DSTA14 (the three stiles along this path towards Pile Oak Lodge) and DSTA4 (Kelloway's Mill). PCnllr MC will discuss this again with the landowner when he has had time to consider our request. Approval for a gate at DSTA6 (near Leat House) obtained so far.	MC

10.01.15	Finger Post Replacement/Repair - PCnllr MC at the request of PCnllrs, again summarised the work that he felt was required. PCnllrs wanted all repair work and replacements to be carried out. The Clerk will obtain a couple of quotes and would also apply for grants to assist where possible.	ClrK
10.01.16	Parish Steward Reports - PCnllr CB was asked to report potholes along Wardour Lane to the Parish Steward to complete	CB
10.01.17	Road re-surface/Potholes - PCnllrs asked the Clerk to issue the email to David Button (WC), previously circulated by the clerk, to apply pressure for roads resurfacing and to understand how they prioritized their work. Clerk to action and keep PCnllrs updated on this matter.	ClrK
Reports		
10.01.18	W. Cnllr Tony Deane - He shared on a few matters, the most significant being that there was a shortage of volunteers for Tisbus drivers. He requested that PCnllrs spread the word.	
10.01.19	<p>Other reports:</p> <p>Chairman-</p> <ul style="list-style-type: none"> i. A resident had complained about the footpath being less than a meter in width due to overgrown hedge on FP3 (Meadowbank House). The clerk had responded to the resident to say that it was currently felt that it was within this measurement and passable. (This hedge had since been cut). ii. Fallen Tree across Barkers Hill road - This was reported to the Police and Wiltshire Council by the chairman. Concerns had been raised about the Japanese Knotweed on this same area of land but the chairman advised that there was currently a dispute over who owned the land. iii. We would hold our following March meeting at DsA church and then assess whether it was a suitable meeting venue ongoing. <p>Clerk - The new laptop had been ordered and was now up and running. The Clerk's mobile phone had been returned as it was faulty.</p>	
10.01.20	Correspondence - The Clerk stated that thanks had been received from the recipients of the small grant monies; Wiltshire Bobby Van, TISBUS, Poppy Appeal and Donhead Digest.	
10.01.21	<p>Closure of meeting and Date and time of next meetings:</p> <p>Annual Parish Meeting Friday 13/03/2020 7pm (Refreshments served from 6.45pm) at Donhead St Andrew Church</p> <p>Full Council Meeting Friday 13/03/2020 7.30pm at Donhead St Andrew Church</p> <p>Interim planning meetings as required.</p>	
	Public participation - No Comments.	