

Donhead St Andrew Parish Council

Minutes of Full Meeting - Friday 16th September 2016

DRAFT

7:30pm in the Henrietta Barnett Field Centre

Prior to the start of the meeting, all present stood in silence for 1 minute in memory of Diane Mayley, former Clerk to Donhead St Andrew Parish Council.

(7:36pm) 16.09.01	Apologies received and those present: Present: M. Cullimore (Chairman), J. Barton, Miss B Miller, Ms P. Maxwell-Arnot, Mrs F. Smart, M. York. Also in attendance: W.Cnllr T. Deane; 1 resident; Mrs S. Harry (Clerk). Apologies received and accepted: S Luck (Vice-Chairman), Lady Cooper, S. Pyke.																						
16.09.02	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.																						
16.09.03	Public Participation and Presentations - none.																						
16.09.04	Approval of minutes: Full meeting - 15 th July 2016; proposed MY / seconded Ms PMA / unanimous of those present (4)																						
PLANNING MATTERS																							
16.09.05	Applications determined - P. Cnllrs noted the previously circulated agenda paper.																						
FINANCE																							
16.09.06	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>R. Pearce</td><td>Grass cutting</td><td>472</td><td>300.00</td><td>0</td><td>300.00</td><td>Budgeted/ retrospective</td></tr><tr><td>Parish On-line</td><td>GIS subs</td><td>473</td><td>28.00</td><td>5.60</td><td>33.60</td><td>Budgeted/ retrospective</td></tr></table> <p>P. Cnllrs resolved the budgeted / retrospective payments Proposed MY / seconded Miss BM / unanimous</p> <p>P. Cnllrs further resolved the budgeted payments, a listing of which was circulated previously as an agenda paper. Proposed Mrs FS / seconded JB / unanimous</p>	<u>Payee</u>	<u>Purpose</u>	<u>Cheque</u>	<u>£ nett</u>	<u>£ vat</u>	<u>£ total</u>		R. Pearce	Grass cutting	472	300.00	0	300.00	Budgeted/ retrospective	Parish On-line	GIS subs	473	28.00	5.60	33.60	Budgeted/ retrospective	
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16.09.07	Budget monitoring - P. Cnllrs noted the previously circulated budget monitoring sheets and accepted that there would be a significant reserve at the end of the financial year even with spending on footpath directional posts (including those for a circular walk around the village), signage for dog fouling, further planting in the cemetery and other cemetery works relating to plantings, composting and a clear definition of the cremated ashes area. Cnllrs were also alerted to the proposed capping of Parish and Town Councils for the 2017/18 precept; a quoted rate of +2% of the Band D figure (64p), with a de-minimus rise of +£5 of the Band D figure if required. If the Parish or Town Council was accepting Wiltshire Council assets under the Community Asset Transfer Scheme, an allowance for maintenance/upkeep would also be acceptable.																						

16.09.08	Cemetery Fees: <ul style="list-style-type: none"> a. Current charges and potential changes for 2017 - P. Cnllrs considered the current charges (previously circulated) and resolved not to make any increases for 2017 and reconsider only every 2 years in future. Proposed MY / seconded JB / unanimous - Clerk b. Waving of fees for interment of ashes of Diane Mayley - P. Cnllrs resolved unanimously to waive all interment fees relating to the former Clerk, following a proposal by the Chairman that was seconded by all P. Cnllrs present. Clerk 	
CEMETERY		
16.09.09	War memorial cleaning and renovation of inscriptions / slate <ul style="list-style-type: none"> a. the weather to date in the current year was noted as not being suitable for the lettering trial. Mr Martindale would be consulted about any other ways to progress the trial. b. The local stonemason had been approached to make safe the war memorial by insertion of a steel pin between the top and plinth; a quote was awaited. 	Clerk
16.09.10	Cemetery general maintenance and upkeep <ul style="list-style-type: none"> a. War Memorials Condition Survey Workshop - the Clerk would attend this course. b. The local man who has agreed to do the basic gardening jobs in the cemetery has been busy over the summer, but will be available in the near future. The list of work had already been agreed; the first item being the siting of a wooden pre-pack compost bin. c. Remembrance proposals for former Parish Clerk Dianne Mayley - suggestions for a tree and further bulb planting had been made; P.Cnllrs agreed that the Tree Wardens would be consulted about 3 or 4 flowering cherries (resistant to honey fungus) on the bank to provide colour following the bulbs dying back. A commemorative plaque would also be provided. d. A further suggestion has been made to clearly separate the area designated for interment of ashes from the rest of the cemetery and a small working group would report back to the November meeting. Proposed MY / seconded MissBM / unanimous 	Clerk MC/ MY/ SP
HIGHWAYS/Rights of Way		
16.09.11	Footpaths <ul style="list-style-type: none"> a. update on Permissive Path status; FP4 to FP5 - P. Cnllrs noted the proposal by WC to accept the route between FPs 4 and 5 as an addition to the current definitive map and that a formal 6 week consultation period was underway ending on 17th October. b. Additional litter bin - approaches to English Landscapes have not yet resulted in an estimate/quote being given and P. Cnllrs agreed to erect signs instead that highlighted the £1000 fine if dog owners did not clear up dog waste. Proposed Miss BM / seconded Mrs FS / unanimous 	
16.09.12	Vehicle Activated Sign for Brook Hill - W.Cnllr TD was able to tell the meeting that this scheme had not scored sufficiently well on VFM to be adopted as a substantive scheme, with 20mph zone schemes progressing to the next stage instead. This would be confirmed at the CATG meeting on 21 st September 2016.	
16.09.13	Clarence reports - 0300 4560105 / Clarence@wiltshire.gov.uk / My Wiltshire reports The jetting of the gully almost opposite Scotts Hill House would be reported.	Clerk

16.09.14	Parish Steward System - P. Cnllrs noted that a locally based contact was required to liaise directly with the Parish Steward and submit monthly priority listings. The latest priority form for September had been circulated as an example with the agenda papers along with the revised Local Highway Service Improvement briefing note. P. Cnllrs requested that the Clerk continue doing this at least in the short term, but noted that this would only work if all Councillors were pro-active in providing work items for the Parish Steward; a listing of suitable works would be circulated.	Clerk
16.09.15	Speed Indicator Device (SID) - P. Cnllrs agreed that W. Cnllr Jeans should continue with the review of the proposed positions, but defer any potential purchase (c.£2000) until the APM had sought the views of the residents - as a number of volunteers would be required. Sharing a SID with at least 1 other village would also remain in abeyance until that time.	Clerk
OTHER MATTERS REQUIRING CONSIDERATION and/or RESOLUTION		
16.09.16	Shaftesbury Westminster Hospital - P. Cnllrs noted that a further meeting was due to be held to discuss the proposed changes relating to cuts in services / beds.	
16.09.17	'105' telephone number - P. Cnllrs noted the additional universal number for power out supply queries no matter what utility company provides the power to a property.	
16.09.18	Parish Clerk replacement - The Clerk advised that an 'advert' would be posted on the parish noticeboards and would also appear in the Donhead Digest. Note: There is a training course (run by WALC) available in October should anyone without experience be interested; courses are run periodically.	Clerk
Reports		
16.09.19	W. Cnllr Tony Deane - W. Cnllr TD reported on 6 topics: a. the newly opened Health and Wellbeing Centre in Tisbury, b. use of the My Wiltshire app/ on-line reporting. c. the very limited budget of CATG - £17,000, d. nomination of a 'Mother Goose' volunteer to focus on potentially vulnerable older residents in the village, e. clearly legible house name plates / signs for the emergency services, and f. potholes.	Clerk
16.09.20	Other reports: a. Chairman: i. the Chairman highlighted the problem of overgrown hedges in the village; to be raised at the APM. ii. a number of residents had asked that further bulb planting be undertaken around the village; this had been supported in principle by the P. Cnllrs, but land ownership needed to be taken into account - Mrs FS/MY - agreed iii. The Chairman had toured the Nadder H&W Centre with other Cnllrs and village representatives from Tisbury and thought that the community as a whole would be well served by facilities on offer. b. Clerk - 2017 meeting dates, a draft listing to be circulated; PEAS/weather plan, current stocks sufficient; WALC training - local planning: 02.11.16 in Devizes, currently full with further places being reserved on the next course.	Clerk
16.09.21	Correspondence - see attached listings	
16.09.22	Public participation - for comments relating to the evening's agenda items and discussion: i. Several residents wanted to thank the PC for help with securing WC acceptance of the permissive path between FPs 4 and 5 onto the definitive map. ii. Noted that the wall of Donhead Lodge fronting onto Lower Street was beginning to bow. iii. The potential sale of the Henrietta Barnett Field Centre and the secured use of the facility for the village community.	

16.09.23	Date and time of next meetings: Full Council Meeting - 18th November 2016 at 7:30pm Interim planning meetings as required.	
	There being no other business the meeting closed at 9:09pm.	