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Teffont Parish Council

Parish Clerk: Madeline Honeybourne

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Minutes of Full Parish Council Meeting held via Zoom

**3rd November 2020 at
18:30**

This meeting was open to the public via Zoom.

Meeting convened: 18:30

Questions or Statements:

The Chair asked for questions or statements from the members of the public present. None were received.

Report from Wiltshire Councillor Wayman.

Councillor Wayman reported on the current pandemic levels in the county.

Covid 19 levels currently stand at 98.2 per 100.000 of the population, a rise from 70 per 100.000 last week and levels continue to rise.

In Swindon the rate of infection is 150 per 100.000 people. The Councillor reminded the Parish Council that as Universal credit is being paid to more households, there is the potential for this to have an impact on the tax base which is used to set the Precept for 2021/2022.

Councillor Deane asked if funds were available to support those in need.

Councillor Wayman confirmed that support is available and people should contact the Wellbeing Hub.

MEETING MINUTES

20.11.01

Those present:

Parish Councillors: E. Worth (Chair). I.Johnson. T.Deane. R. Blamey. P. Fisher. J.Aspden

Also in attendance: Bridget Wayman (Wiltshire Unitary Councillor). M. Honeybourne (Parish Clerk). 3 members of the Public

Resolution to receive apologies for absence.

Parish Councillors resolved to accept the following apologies:

- Councillor Cordle (diary clash).

	<p>Proposed: PF Seconded: IJ Carried: Unanimous.</p> <p>RESOLUTION: Parish Council voted unanimously to accept Councillor Cordle's absence</p>
20.11.02	<p>A. Declarations of Interest – any Parish Councillor wishing to declare interests should do so at this point:</p> <ul style="list-style-type: none"> • declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests – None. • declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests – None. <p>B. Dispensations: None.</p>
20.11.03	<p>Resolution of Minutes: Extraordinary Planning Meeting minutes of the 29th September 2020.</p> <p style="text-align: center;">Proposed: RB Seconded: PF carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved unanimously to accept the minutes as true and accurate for the meeting held on 29.09.20</p>
20.11.04	<p>Clerks Report:</p> <ul style="list-style-type: none"> • The Clerk confirmed that there is an increase in Ash Dieback Disease in the Village with one property having received planning permission to fell a diseased tree. The Clerk has contacted a local landowner with affected trees to ensure highway safety is maintained during the winter months. • The Clerk has received notification that the installation of 20MPH road signs will start from the 7th December 2020. The Clerk has reminded the Parish Council that the cost of the signs is £4000 and will be invoiced in Q4. • Parish Council have decided no formal planning meeting is required for the Planning Application for Larkhams Farm. • Councillor Deane requested an update on Planning Application 20/04714/FUL. The Clerk informed the Parish Council that a further delay had been requested by the applicant so that further additional information could be submitted to the Planning Committee. • The Clerk has obtained 3 quotes to remove a piece of unsuitable adult exercise equipment from the children's play area and install a more appropriate piece of play equipment. The Parish Council discussed the quotes and decided to support a local Wiltshire company called Redlynch Leisure based in Chippenham. The Clerk will approach Wiltshire Council to use S106 funds to pay for the project. <p style="text-align: center;">Proposed: TD Seconded: PF Carried: Unanimously</p> <p>RESOLUTION: The Parish Council resolved to place an order with Redlynch Leisure for the installation of a See-Saw in the Village Play Area using S106 funds to pay for the project.</p>
	<p>FINANCE – resolutions required</p>

20.11.05	<p>Financial reports:</p> <ul style="list-style-type: none"> The Clerk showed the Councillors the excel spreadsheet and explained the balance of payments and receipts and methods of reconciliation for the months of September and October 2020. All spreadsheets have been reconciled against the Lloyds Bank Statement for 31.10.20
20.11.06	<p>Current Financial Position</p> <ol style="list-style-type: none"> The Clerk presented a Financial Half Year review to the Parish Council. This contained payments and receipts for Q1 and Q2 and also forecasted costs for Q3 and Q4. The Clerk informed the Council that the cost of £4000 for the 20MPH road signs would exceed the precept and incur a deficit for the financial year 20/21. However, there are sufficient funds in reserve to mitigate the estimated shortfall. The Clerk explained that the reserve fund of £10,958.07 has not been used this financial year and is available to cover the projected shortfall of £1751.78 The Clerk informed the Parish Council there has been a delay in the publication of the tax base which will be used to set the Precept for FY21/22. The Parish Council discussed in detail the Precept from last year and a miscalculation that had resulted in an insufficient incremental rise in the Precept for 20/21. The Clerk informed the Council the FY21/22 Precept needs to be submitted by 18.01.2021. Councillors were unanimous in their opinion that following a very difficult year for the residents of the Village it would be prudent to act cautiously when setting the new Precept. The decision for the Precept will be added to the Agenda for 12th January 2021. <p>The Parish Council voted to accept the current Financial records as true and accurate.</p> <p>Proposed: RB Seconded: IJ Carried: Unanimously</p> <p>RESOLUTION: The Parish Council resolved to accept the Financial records as True and accurate</p> <ol style="list-style-type: none"> Councillor Johnson informed the Parish Council that he has created a Capital Investment Plan for the Village to ensure there is a live plan to monitor and maintain Village assets, such as the Bus shelters. Councillor Johnson will provide a full update in the meeting scheduled for 12th January 2021. The Capital Investment Plan remains work in progress. Councillor Johnson will work with the Clerk to ensure appropriate grants and funding are sought to support the Village assets. The Chair expressly thanked Councillor Johnson for his work on this matter.
	<p>MATTERS TO BE CONSIDERED OR RESOLVED.</p>
20.11.07	<p>Hillfort Sporting update – The Clerk has responded to concerns from Village residents regarding Clay Pigeon Shooting at Fontwycke Park. The Clerk has contacted Wiltshire Planning department regarding relevant permissions for this activity and has looked at guidance from Wiltshire Police Force and the Department of the Environment. A local resident has contacted the Enforcement Officer at Wiltshire Planning Department.</p> <p>The Enforcement Officer is satisfied that no planning laws have been breached and that no planning permission is required for up to 28 days of planned shooting.</p> <p>Village residents have been asked to monitor noise levels should these become a nuisance.</p>
20.11.08	<p>Village Green Restoration – A small fence that has been erected to protect the stream verge will be removed immediately. No further updates on this matter are available as Councillor Cordle is unavailable for this meeting.</p> <p>A request was made by Councillor Deane to have the information regarding this matter circulated by email to all Councillors to avoid further delay.</p>

20.11.09.	<p>Grass Cutting Contract - Councillors Blamey and Johnson have reviewed the scope of works for the maintenance of Village spaces and verges, identifying 18 areas that require attention. Tenders are to be sent by the Clerk and a decision made by committee. It was agreed that more invitations to tender should be sought from local tradesmen.</p> <p>The Chair would like to thank Councillor Johnson for his work on this matter.</p>
20.11.10	<p>HGV Sub-Committee Update – Councillor Blamey attended the recent CATG meeting. There was a general discussion regarding the levels of HGV traffic in the area and the issue will now be raised as a matter of priority. Discussions between local businesses and residents and Wiltshire Council are ongoing, with suggested solutions for laybys as passing places, an option to be considered.</p> <p>Councillor Deane suggested an approach be made to Julie Watts at Wiltshire Council, to provide funds for local HGV signage. Councillor Blamey will collaborate with Councillor Deane to make this approach.</p> <p>Proposed: RB Seconded: TD Carried: Unanimously</p> <p>RESOLUTION: Council resolved to approach the CATG for funding for local HGV signage</p>
20.11.11	<p>Annual Pay Award for Clerk – This matter has been deferred to obtain further information</p>
	<p>REPORTS</p>
20.11.12	<p>Chairs Report:-</p> <p>The Chair informed the Parish Council that the provision of supplies for the Village, via Howards House, would not be reinstated for this lockdown as it was deemed unnecessary at the moment. Zillah Faulkner has contacted residents who were previously supporting vulnerable adults and asked them to remain vigilant.</p> <p>The Chair wanted to reiterate to the Council, that Council is not obliged to hear planning applications, however, currently the Council is willing to continue to discuss planning matters. The legal role of the Parish Council in planning applications, is as Consultees of Wiltshire Council.</p> <p>In recent months the volume of planning applications has increased and resulted in an unprecedented number of extraordinary planning meetings this year. Should the number of planning applications continue at this rate, it may become necessary to form a Planning Committee from Parish Council members.</p>
20.11.13	<p>Other Reports:-</p> <p>None</p>
	<p>Correspondence received:-</p> <ul style="list-style-type: none"> • A letter from Village residents was discussed during agenda item 20.11.10
	<p>Items for next agenda – to pick up action required from public representations.</p> <ul style="list-style-type: none"> • Precept • Capital Investment Plan • Village Green Restoration • Clerks Salary
	<p>Meeting Closed: 20:15</p>
	<p>Date of next meeting:</p>

	Tuesday 12th January 2021 at 18:00, Teffont Village Hall. To Be Confirmed
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