

Minutes of the meeting of Cherhill Parish Council held at Yatesbury Village Hall on Wednesday 17 January 2018 at 7.30 pm

Present:

Martin Purslow - CPC Chairman
Simon Tomlinson - CPC Vice Chairman
David Evans - CPC Councillor
David Grafton - CPC Councillor
John Cavanagh - CPC Councillor

Paula Purslow - CPC Acting Clerk
5 members of the public

3386 Apologies

There were no apologies. Cllr M Purslow reported that Councillor Mike Wilkins had resigned from the Parish Council.

3387 Declaration of Interests

Declaration of interest from Cllr M Purslow and Acting Clerk P Purslow for Agenda item 3399, Parish Clerk Recruitment.

3388 Public Participation

Mrs Una Cavanagh reported on the background of the setup of the Countryside Access Meeting, started by Sue Raven and the ongoing work. Contact had been established with many interested parties and much work has been done to date. It was suggested that Mr Steve Leonard, Mr Richard Broadhead, Rights of Way and Countryside Manager at Wiltshire Council, and Mr David Sabin are invited to attend the meetings in future. Mrs Anne Henshaw asked for the remit of the group to be widened to encompass local farmers, who could help by providing farm machinery.

Concern was expressed that the previous meeting had been cancelled and following Cllr M Wilkins' resignation a future meeting had not yet been set up. Cllr D Grafton agreed to lead the group with Cllr M Purslow as deputy, and set up a meeting date as soon as possible. **ACTION: Cllr D Grafton.**

Mrs A Henshaw asked for clarification on the wording of 12 December Minute No 3383 regarding Precept spend. Cllr S Tomlinson explained the policy put forward in the paragraph.

Mrs A Henshaw also asked for an update on the planning situation at The Hangars. Cllr M Purslow replied that there had not yet been any update from the developers.

Mr P Ricketts reported that he will start clearing the Yatesbury pond during the third week in January, which was agreed with the Parish Council.

Mr P Ricketts asked if the road outside The Vulpits could be filled again as the potholes had reappeared. Cllr S Tomlinson advised that potholes should be reported through the 'My Wiltshire' App. Cllr M Purslow agreed to action on this occasion. **ACTION: Cllr M Purslow.**

Mr D Sabin asked if it was possible to temporarily close Jugglers' Lane to enable the badly worn track to recover.

3389 Minutes of meeting held on 12 December 2017

Cllr D Evans approved the Minutes as a correct record, seconded by Cllr J Cavanagh. Cllr M Purslow signed off the Minutes.

3390 Review of Actions

Actions were reviewed from the meeting on 12 December 2017. The following Actions are still outstanding:

Action No	Person	Summary of Action
3320	M Purslow	Wooden Sign, Yatesbury. A written quote and drawings are still awaited.
3359	M Purslow	The Calne Area Parish Forum WWI Tree Planting Working Group - Cllr Purslow to advise Cllr Grafton of meeting date when received.
3363	Acting Clerk	Minor Emergency Groups - Seek advice from Wiltshire Council on informal minor emergency groups within parish. An e-mail had been sent to J Vaughan at Wiltshire Council and a reply awaited. Cllr D Evans agreed to follow up with Ms J Vaughan

Regarding item 3354, re-direction of mail, mail should now be being forwarded to the Acting Parish Clerk. Cllr Evans reported that Cllr M Purslow is now a signatory on the Lloyds Bank Account, and Bank Statements will be forwarded to the new Parish Clerk when appointed.

3391 Accounts

Cherhill Village Hall invoice for £18 for hall hire - proposed to be approved by Cllr M Purslow, seconded by Cllr D Grafton. **APPROVED**

Kennet Print invoice for £26 for printing - proposed to be approved by Cllr S Tomlinson, seconded by Cllr M Purslow. **APPROVED**

Acting Clerk's fee £250 for Dec 17 - proposed to be approved by Cllr D Evans, seconded by Cllr S Tomlinson. **APPROVED**

Acting Clerk's expenses of £36.72 including broadband and phone - proposed to be approved by Cllr J Cavanagh, seconded by Cllr D Grafton. **APPROVED**

Cllr J Cavanagh expenses of £441.99 for Tesco purchase of office IT equipment following the Council's receipt of a grant from the Transparency Fund - proposed to be approved by Cllr M Purslow, seconded by Cllr S Tomlinson. **APPROVED**

3392 Planning

There were no current planning applications. Cllr J Cavanagh had sought advice from WALC on how to deal with planning applications with deadlines for responses between Parish Council meetings. It was noted that in order for the Parish Council to discuss such applications at the next available meeting, it is permissible to seek extension of the deadline for comments received from Wiltshire Council.

3393 Website

Cllr J Cavanagh had made enquiries of potential costs to the Parish Council of taking over the domain registration and hosting of the website. The cost would be approximately £50 a year. Cllr J Cavanagh agreed to make enquiries and seek advice about transferring the website and will report back to the February meeting. **ACTION: Cllr J Cavanagh.**

3394 Speed Awareness Gates

Cllr S Tomlinson had made a request to Ms J Vaughan to reply before the next CATG meeting regarding the possible grant for two thirds of the cost of the gates, but that this may not be until the next Financial Year.

3395 Countryside Access Meeting/Rights of Way

This was discussed earlier in the meeting during item 3388, Public Participation.

3396 Councillor Vacancies

There are now two vacancies, one for a Cherhill councillor and one for a Yatesbury Councillor. An expression of interest had been received for the Cherhill vacancy, but the interested party is currently on holiday. **ACTION: Cllr J Cavanagh to follow up.**

3397 Compliance

It was agreed to hold an open Compliance meeting on 8th February at 7.30 pm in Yatesbury to discuss and agree the documents relating to Publication Scheme, Code of Conduct, Standing Orders and Financial Regulations. All Councillors to ensure draft documents are available prior to the meeting. **ACTION: All Councillors, Acting Clerk to set up the meeting.**

3398 Calne Area Parish Forum WWI Tree Planting Working Group

An e-mail had been received from Ms J Vaughan at Wiltshire Council stating that Parish Councils should be starting to think about contacting the relevant officers to sort out permissions where necessary. For highways land (verges etc.) contact Cllr Bill Parks at bill.parks@wiltshire.gov.uk, for other Wiltshire Council land, the contact is Richard Broadhead (Rights of Way and Countryside Manager): richard.broadhead@wiltshire.gov.uk

It was agreed to talk to Ms J Vaughan at the next Calne Area Parish Forum. Cllr M Purslow agreed to find out the date and attend the next meeting. **ACTION: Cllr M Purslow.**

3399 Parish Clerk Recruitment

Acting Clerk, Mrs P Purslow left the room for this discussion.

The Recruitment sub-committee reported on the recent interviews and provided recommendation to the Parish Council on the selected candidate. The candidate was **APPROVED** for appointment by the Parish Council and would be made public once all the candidates had been contacted. *[Update following the meeting - the new Parish Clerk, Mrs Paula Purslow, has been recruited, and will commence employment on 1 February 2018]*

3400 Councillor Responsibilities

The allocation of deputy responsibilities was agreed, with the proviso that this may change once new Parish Councillors are appointed.

Responsibility	Leader	Deputy
Area Board	Cllr D Evans	Cllr M Purslow
Budgeting and Finance	Cllr S Tomlinson	Parish Clerk
Calne Area Parish Forum	Cllr D Grafton	Cllr M Purslow
Facebook Page	Cllr M Purslow	Cllr J Cavanagh
Great West Way	Cllr J Cavanagh	Cllr M Purslow
Countryside Access	Cllr D Grafton	Cllr D Grafton
Health and Social Care	Cllr D Evans	<i>tba</i>
Hills Waste Solutions Liaison Group	Cllr D Grafton	Cllr D Evans
Liaison with Calne Area Transport Group (CATG)	Cllr S Tomlinson	Cllr M Purslow
Newsletter Production	Cllr D Evans	<i>tba</i>
Parish Steward link	Cllr M Purslow	Cllr S Tomlinson
Website	Cllr J Cavanagh	<i>tba</i>

3401 Date of next meeting

Thursday 8 February, 7.30 pm, Yatesbury - Compliance Meeting
Tuesday 13 February, 7.30 pm, Cherhill
Tuesday 10 April, 7.30pm, Cherhill

The meeting closed at 9.20 pm.