

MINUTES OF STAPLEFORD PARISH COUNCIL MEETING TUESDAY

13TH NOVEMBER 2018 AT 7.00PM AT THE VILLAGE HALL

Present: Cllrs: M Geoghegan (Chairman), J Cetti, B Rhind-Tutt, T Bale, in attendance Wiltshire Councillor Darren Henry and C Slater Parish Clerk also present - Villager: Nigel Walker, Esq

1. **Apologies:** Councillor – R Stone

2. **Declarations of Interest** – non declared

3. **Minutes of meeting held on 10th September 2018** – were approved and signed being proposed by JC and seconded by BR-T

4. **Matters arising**

A) Village Design statement - Original Authors are reviewing and updating - Reviewed statement will be circulated to the village via the Parish Council Website.

B) Winter Resilience – salt collected and ready for use.

C) Internet Banking Update – After consideration council agreed to continue with the present arrangements.

D) Standing Orders to be reviewed along with Risk Management issues.

E) Parish Clerk's Commitments to Council: After discussion councillors agreed PC's commitments to Council.

F) Introduction to Community Organising – PC confirmed the aim of ICO is to encourage villagers to support their own local communities.

G) CATG update on projects – CATG can be used for small improvement grants to enhance the village i.e. traffic issues etc. Road markings in the village are in poor condition.

H) Data Protection Officer: Not required by the Council. Noted.

5. **Correspondence**

a) Cllr Rodney Stone offered his resignation with effect of the Annual Council Meeting. Councillors regretted Cllr's Stones decision, but fully understood and wished him well.

b) Freepost Scan Mail Awareness Poster – To be displayed on Village Notice Boards.

c) HMRC New online service to claim VAT refund – noted for end of year VAT return.

d) GDPR Auditing Solutions Ltd Non-disclosure Agreement – Council Agreed to accept the Agreement.

e) WALC Employment Support Consultation – Council aware and will use as appropriate.

f) Flood Warden Workshop 14 November – the village is not subject to flooding - NFA.

g) Police and Crime Commissioner seeking fairer funding – for information.

f) WC Planning Review – on building requirements for housing on 23 October 2018 - information

h) Military/Civilian Survey – Integration within the local community. JC to complete and return.

i) Idverde offering their services - Noted by the Council

j) Salisbury City Council updates: new email address: communications@salisburycitycouncil.gov.uk; and Environmental Issues Trial update, together with City Grants.

k) Restorative Justice Week 18/25 Nov for information

l) Police consultation on diversity etc. public consultation information.

m) Council Briefing Note 371 social housing rough sleeping, etc., – information

o) WALC Newsletter Nov 2018 – information

n) General Advertising information: Parish Map; Glasdon Signage; Touchwood Playkit; RHIB Community Fund applications; WALC statistics; Swiss Postal Solutions; Dog fouling etc

6. **Finances** Current Finances Update: Cheques raised

05-Oct-18	Village Ground Maintenance	Idverde Ltd	No 642 -£192.55
-----------	----------------------------	-------------	-----------------

29-Oct -18	Grass Cutting	St Mary's Church PCC	No 643 -£350.00
------------	---------------	----------------------	-----------------

02-Nov-18	Village Ground Maintenance	Idverde Ltd	No 644 -£192.55
-----------	----------------------------	-------------	-----------------

Bank Balance at 11 November 2018			£5,643.92
----------------------------------	--	--	-----------

Precept 2018/19 to be discussed bring forward to January 2019 meeting – agreed

CPRE Renewal Annual Fee £36 – Council agreed to renew membership. Cheque to be raised.
Precept 2019/20 –.

7. Planning Applications – no new applications as at 13 November 2018. Walmer cottage currently under consideration. Land opposite Walmer Cottage causing concern being monitored. (Afternote: The Maltings Applications x 2 Approved with conditions)

8. Risk Assessment Schedule for – Governance and Management of the Council:

This document will be reviewed together with policies and regulations:

- | | |
|--|--------------------------|
| a. Transparency Code income less than £25K | d. Financial Regulations |
| b. Clerk's Job Description | e. Code of Conduct |
| c. Model Publication scheme | f. Standing Orders |

Councillors agreed Cllr JC and Parish Clerk assess and update the Governance and Management Risk Assessment. Action: JC/PC

9. Area Board Report – see Wiltshire Councillor Darren Henry's report.

10 Wiltshire Local Plan Review - Focusing on the future: meeting 29 November 2018 – PC will attend.

11 Wiltshire Councillor's Report – Wiltshire Councillor Darren Henry reported on current issues within the local area; confirming the Boundary Review was now complete with no changes to the Stapleford Boundary. The number of Wiltshire Councillors is remaining unchanged. Amesbury Area Board is to be increased by one Councillor. The Stonehenge Tunnel Project progress was confirmed, with confirmation of the grant availability totalling £150K for local enhancement schemes. WCllr Henry agreed to forward the latest reports on current developments for circulation to Councillors.

12 Parish Steward Scheme and Flood Warden update

- a) Hillside Weeds – have been cleared.
- b) Chapel Lane – Ditch - Cllr TB updated WCllr DH on the current situation in respect of drainage problems with in Chapel Lane. Notice under the Land Drainage Act 1991, Section 25, has been served on the three parties whose land adjoins the ditch. Druid's Estate will be, according to the WC Drainage Engineer, updating him with "an approximate timescale for the ditching works". However, Messrs. Walker and Carnegy have no intention of clearing the ditch that adjoins their land as "it has always been cleared out by the council". TB understands that Nigel Walker has emailed the WC Drainage Engineer to this effect. WCllr DH informed the meeting Wiltshire Council ceased to carry out these tasks some years back but it was not confirmed to the property owners there had been a change in procedure. TB asked DH to make further enquiries in an effort to get the ditch cleared by Wiltshire Council, eg "Discretionary Works" TB to monitor for future discussions.

13 Any Other Business

- a) Refurbished Village Sign – Parish Council thanks parishioner John Rouse. Councillors; TB and JC - will action siting of the sign.
- b) Chairman confirmed the Poppy Appeal had raised £1,300 – a record year.
- c) History of the Village – a villager is writing a record of the village – bring forward to January 2019 meeting
- d) Great Wishford Railway Station's History Talk in Stapleford village hall.
- e) Loop System for Stapleford Village Hall. Committee are planning and costing such an installation.
- f) Thankful Village – Stapleford is a Thankful Village – further enquiries to be made - TB.
- g) Stonehenge World Heritage Site: Christmas Party - 15 December 2018 – Further details from Wiltshire Councillor Darren Henry.
- h) Shrewton Youth Club - Youth Worker vacancy - poster to be displayed on village notice Boards.

There being no further business the meeting closed at 20.10hrs.

Date of next meeting: Tuesday 8th January 2019 7.00pm Village Hall

Signed _____ Date _____

Chairman

Page 2 of 3 Pages

Dates of Future Meetings for 2019

Tuesday 12 March 2019

7.00pm at Stapleford Village Hall.

Tuesday 14 May 2019

as above – APM

Tuesday 9 July 2019

as above

Tuesday 10 September 2019

as above

Tuesday 12 November 2019

as above