**MINUTES OF THE MEETING OF NETTLETON PARISH COUNCIL**

**HELD IN WEST KINGTON BAPTIST CHAPEL ON 13th December 2018**

PRESENT: Cllrs. Kerr, Minney, Futrell, Meier, Newman, O’Shea and Wright.

Members of the public: None

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| **AP** |  | **ACTION** |
| 1. | **Apologies for Absence: WC Cllr. Jane Scott and Cllrs Beare and Bush.** |  |
| 2. | **Declaration of Councillor’s Personal or Prejudicial Interest in any agenda item**. None |  |
| 3. | **Chairman’s Announcements. None.**  |  |
| 4. | **Approval of the Minutes of the Annual Parish Meeting and the Parish Council Meeting held on 8th November.** Cllr. Kerr proposed approval seconded by Cllr. Minney, approved by those who were present. Signed by Cllr Kerr. |  |
| 5. | **Update on items not on the agenda**. **5. Dry stone wall in st Mary’s church yard**, Cllr Kerr spoke to Cotswold wardens, they feel it is too much for them to take on.**Hedge on Tolldown road**. WC still to assess the hedge.**White lining,** This will not happen for a few months, but is on their list. **Website.** Jane to contact website company re space. Clerk deletes all emails no longer relevant.**9. Quiet Lanes.** Cllr Meier said this needs community backing, without it it will not happen. He will look into it in more detail and asked for it to be on the agenda for next month**12. Verge by playground in Burton**. BCA are aware of the potential for mud to be washed onto the road and will monitor it. | Cllr BeareCllr FutrellClerk |
| 6. | **Public Participation. None** |  |
| 7. | **Planning Applications. None.****Planning Applications Determined.**18/08459/VARElm Tree Farm Nettleton Green South West To Wood Lane Nettleton SN14 7NS. Variation to condition 2 of 17/04392/FUL to erect oak framed lean to and lpg gas tank. Approved with conditions.18/08353/LBC Elm Tree Farm Nettleton SN14 7NS. Erection of a new single storey oak frame lean-to instead of garden room originally granted permission under 17/04392/FUL & 17/04899/LBC. Approved with conditions.18/08622/LBC Latimers Yard, Holloway Hill West Kington, Chippenham, Wiltshire SN14 7JJ. Replacement of Inner Leaf External Door to Match the Front Door to the Left of the Courtyard. Refused. |  |
| 9. | **Finance Matters.** **Consider and approve the budget**. The proposed budget was discussed, Cllr. Kerr explained the figures, Cllr Meier asked about the allowance for works done by NPC in case the parish steward’s time in the parish is decreased. Cllr Kerr said the £500 is the amount Cllr Beare thought was reasonable. Cllr Kerr proposed they approve the budget, seconded Cllr Meier, all approved.**VAT**. Cllr. Kerr and Cllr O’Shea said there is no need to register, as we do not meet the limit required for VAT. We can claim Vat Refunds with form 126 and via Gateway number. Clerk confirmed we have a Gateway number.Approval of clerk’s expenses of £103.37 proposed by Cllr Kerr, seconded by Cllr Newman, all approved.Cllr Kerr confirmed that the insurance has now been paid, the reminder was sent to a closed email address. The clerk reported that she has a list of all items that are done regularly like insurance. Cllr Kerr asked lloyds bank about Internet banking and the bank said that approvals by 2 persons is possible. Cllr Meier asked whether we would be charged as a business and incur charges. Cllr Minney said as we are not a business we should not incur charges. Cllr Kerr will check with the bank.Cllr O’Shea asked if we could add a column on the budget so it balances with the bank statement. Cllr Kerr explained that we also have a detailed spread sheet which does this. Cllr O’Shea agreed to verify the 6 month accounts.  | Clerk let WC know precept amountClerkCllr KerrClerk to take accounts to Cllr O’Shea. |
| 10. | **Highways.** Cllr Kerr gave an update on highways matters as follows:Request for Signage on Hillside, Burton:This request (community issue 6559) was given priority 1 by CATG in October. The highways officer for CATG confirmed in November that he is investigating siting and signage details. Tormarton – Marshfield Road cross roads with Tolldown Road, “Gypsy crossroad”:South Gloucs Council (SGC) have installed additional safety measures on Tolldown Road - new signs and road markings. Tormarton Parish Council have informed us that no new measures are planned by SGC at present for the Tormarton to Marshfield Road.Fosse Way, “Deadman’s Hill”:A submission was made – community issue 6789 – and it was confirmed in November that it will be on the agenda for the CATG meeting in January. Cllr Kerr attended the North Wraxall PC (NWPC) meeting on November at which this issue was raised by NPC. NWPC said that they support NPC submission.An inspection of the trees and hedges which overhang the road, and contribute to the constantly wet and muddy road surface, was made in November by Cllrs Beare & Kerr with a farmer who farms the field to the West of Fosse Way. The conclusion was that cutting back of the trees and hedges would require a road closure and would have to be undertaken by Wiltshire Council. Therefore the matter has been referred to WC as a safety issue and Jane Cole, WC tree officer, has been asked to inspect.Drainage works near Brook Farm, West Kington:Three new gullies and a new drain outfall into the brook have been installed but one further gully on South side is still required.Proposed surfacing of The Street, Burton:A meeting was held on 26th November with WC and Atkins. The existing drainage and flooding issues were explained by NPC councillors who live in Burton. WC propose to carry out surveys of road levels and drainage; then to carry out re-levelling of some kerbs and local re-profiling and patching of the road. The work is likely to be carried out in stages, to suit budget, in 2019 and 2020. WC will keep NPC informed. |  |
| 11. | **Update on Housing Survey.** Cllr Meier thanked everyone for delivering the survey - 292 were delivered. 100 responses received by WC so far, another week to go - part 1 had 100 returns and part 2 had 5 returns saying they should like to have affordable housing. NPC will get a copy of the survey report, then we need to decide how we let the parish know the results. This will help when PC looks at planning applications. If there is support for more affordable housing, PC could take matter forward to identify sites, or let land owners know in case they want to sell land for development.  |  |
| 12. | **Reports on Meetings and Events.** None |  |
| 13 | **AOB.** Cllr. O’Shea gave her apologies for next month’s meeting. |  |

Meeting closed 8.20