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

**HELD IN WEST KINGTON BAPTIST CHAPEL ON 8th November 2018**

PRESENT: Cllrs. Kerr, Minney, Beare, Bush, Futrell, Meier, Newman, O’Shea

Members of the public: None

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| **AP** |  | **ACTION** | |
| 1. | **Apologies for Absence:** Cllr Wright and WC Cllr. Jane Scott |  | |
| 2. | **Declaration of councillor’s personal or prejudicial interest in any agenda item**. None |  | |
| 3. | **Chairman’s Announcements.** Cllr Kerr welcomed Cllr. O’Shea to the parish council. Cllr O’Shea signed the form of acceptance. |  | |
| 4. | **Approval of the Minutes of the Parish Council Meeting held on 11th Oct.** Cllr. Kerr proposed the minutes as a true record, seconded by Cllr. Newman, approved by those who were present. |  | |
| 5. | **Update on items not on the agenda**.  Clerk confirmed she has registered the parish council for VAT.  **7. Upkeep of St Mary’s Churchyard**: clerk had contacted other churches, all but Nettleton Baptist church would like a grant towards the upkeep of their churchyards.  **Dry Stone Wall**. Cllr Kerr had contacted Cotswold wardens and will have a reply for next meeting.  **10 Highways.**  **a. Willow tree** opposite Old King William. Highways have referred this to tree officer who has reported. Highways are asking SSE to carry out works around cables and depending how much work SSE do, WC will carry out further works as required.  **b. Hedge on Tolldown Road** Cllr Beare said WC yet to assess the hedge.  **c. Fosse Way Accident**. Cllr Kerr has submitted a request via the WC Issue system as agreed. Cllr. Kerr will go to the January CATG meeting to discuss this problem. Cllr Kerr has already contacted North Wraxall Parish Council and said it is on their meeting agenda for next week. Cllr Kerr and Beare agreed to attend the meeting.  **d. Fatal Accident Tormarton to Marshfield Road.** Cllrs Kerr, Beare and Wright attended the Tormarton Parish Council meeting to raise NPC concerns with them. TPC wrote to South Glos Council and NPC also wrote to SGC raising our joint concerns. Cllr Kerr will chase SGC if we do not hear from them next week. He will keep everyone informed of progress. Cllr Meier asked if the police are involved, answer yes they are due to fatality.  **f. White lining**. White lining in 3 dangerous locations…..may be done before Xmas, otherwise and more likely post end Feb ’19. White lining is on demand not by rota. Cllrs to let Cllr. Beare know if other junctions need doing. | Cllr Kerr  Cllr Beare  Cllrs Kerr & Beare  Cllr Kerr  All Cllrs | |
| 6. | **Public Participation. None** |  | |
| 7. | **Planning Applications.**  **18/07899/LBC Pound Hill, House, Smith St, West Kington, SN14 7JG.**  Everyone has looked at the plans, and had no objections. Cllr Kerr proposed No Objection, seconded Cllr Bush, all agreed. |  | |
| 8. | **Finance.**  **Grants to churches**: It was agreed to give a grant to St Mary’s church in West Kington for £400 and a grant of £200 to West Kington Baptist Chapel, for the up keep of the churchyards. Cllr Kerr proposed and Cllr Beare seconded it. All approved. A grant for £400 to St Mary’s church in Burton was agreed at the last meeting. Cheques for all three grants were signed.  **Other Payments**: Payments that were approved for payment at previous meetings were signed. They are to WALC for Councillors training for £126 and £120 to David Taylor Services for the collection of the grit and salt. We have now received the invoices. All approved.  Approve and sign cheque for £72 for Karen Sayer for the internal audit. Proposed by Cllr Kerr, seconded by Cllr. Bush, all agreed.  Training for clerk £78.00; Cllr Kerr proposed approval, seconded by Cllr Meier, all agreed. Clerk will send the cheque to WALC when the invoice arrives.  **Budget and Precept for 2019-2020.** Initial discussion on the budget which will be approved next month. Cllr Kerr explained the layout of the budget using the current year’s figures. Councillors discussed items that have to be paid and those that may be needed next year.  The Parish Council does not need an external audit as our turnover is below £10,000. Future Training for Clerk and councillors: the Clerk to find out details of SLCC for next month’s meeting. Cllr O’Shea will speak to HMRC to check out the implications of Making Tax Digital. Clerk to monitor exact number of hours she does before next meeting.  Website is close to storage limit. We have basic package, but may need to go to higher storage limit, Cllr Futrell will investigate further. Agreed if we need to put extra in budget for it we will.  Admin: For next month we will have exact amounts.  Highways: Cllr Kerr said he has heard that Parish Steward is probably secure up to 2021. Cllr Beare said that he may be spread more thinly. Cllr Beare would like to see £500 put in budget for highway items including filling grit bins and other works we may need. The Parish Steward works 8-9 days a year for NPC.  Phone box library: Cllr Beare wants to put a sign up saying book exchange. Cllr Meier asked if it is insured as a community asset, Cllr Kerr will check.  NPC parish projects: Cllr Meier asked what extra work have we done.  Chippenham Area Transport Group costs. We need to have something in budget for NPC contribution to costs for works requested by NPC.  Cllr Kerr asked councillors if there is anything else they would like in the budget, they should notify the Clerk before next month’s meeting.  Cllr Kerr explained that the large surplus (~£10,000) is mainly a result of the periods when we had no clerk, hence no Clerk salary cost. However, he advised that it is not advisable to reduce the precept because it would not be possible to increase it by more than 2% per year in future if the 2% cap is applied to parish councils. | Clerk  Cllr O’Shea  Clerk  Cllr Futrell  Cllr Kerr  All Cllrs | |
| 9. | **Highways**  **To consider a new Grit bin** adjacent to Fosseway Farm on C71. Cllr Beare said that if we get one, the parish council would have to insure it and pay to refill it. There is one at the bottom of the hill. Cllr. Kerr said he is not in favour of purchasing one. He doubts anyone would wish to use it because of the risk to them from traffic. Cllr Meier thinks that the slippery road is mostly due to mud and leaves rather than ice. There was no support for the idea and therefore it was agreed not to pursue it further.  **To consider replacing road signs at PC expense.** Cllr Beare said it would cost £104 for a new finger post sign to West Kington and Marshfield, by the Old King William road junction. Cllr Meier suggested setting it further back. Cllr Beare will find out if we can have the post moved. Cllr Meier proposed that if the post can be moved Cllr Beare can order the finger post, seconded by Cllr O’Shea, approved (the vote was 1 abstention, 7 approved).  **Flooding at Brook Farm, West Kington.** Cllr Beare said that 3 road gullies are now installed adjacent to Brook Farm and piped to brook. Pressure being put on WC to reinstall the ditch on the South side of the road and a further gully as these are integral to solving the problem. Cllr Beare said that NPC is grateful to WC for the help and assistance they are giving us.  **Litter bins.** It was noted that there are now no bins in Burton. Replacement of the litter bin in Burton destroyed by the recent accident: Cllr Kerr and Clerk will investigate.  **Grip digger** was in the parish this week working with the Parish Steward.  **To consider the issue of “Quiet Lane” designation for selected roads within the parish.** Cllr Meier explained the scheme. WC support this; however it does not have an enforcement element but is done with signage and education to slow traffic to make it easier/safer for horse riders, walkers and cyclists. Cllr Meier offered to look into this further. Two issues:- firstly, it would need community support, and secondly, most of our roads are through routes and therefore may not qualify.  **Resurfacing of The Street, Burton.** Cllr Beare has written to WC asking for a meeting. | Cllr Beare  Cllr Kerr and Clerk  Cllr Meier  Cllr Beare | |
| 10. | **Housing Needs Survey.** Cllr Meier is collecting the survey documents from WC on 12th November.  It was agreed that Cllrs Minney and Newman will deliver in Burton, Cllrs Futrell and O’Shea will do West Kington, Cllrs Meier and Beare will do Nettleton.  Councillors discussed publicity for the survey, to try to improve the response rate and how it should be done. Cllr Kerr agreed to produce a letter to go in with the survey, on the notice boards and on the web site. It was agreed that this will also be distributed through the village e-mail lists - action Cllr Futrell for WK and Cllr Kerr for Burton (via Chris Bennett) and Nettleton.  **West Kington footpath** to church: Cllr Bush said she has heard good reports on the improvement to drainage. |  | |
| 11. | **Reports on Meetings & Events**  Cllr Meier reported on the Wiltshire Council Plan review meeting on 22nd October. It was well attended, they were split into similar size parishes. There was discussion about affordable housing, community led housing groups, rural exception sites, and the need for improved transport links.  **Parish Forum.** Cllr Kerr reported on the parish Forum meeting held on 24th October. Items of particular interest were:  There is a suggestion that the Area Board and the Parish Forum may be amalgamated. It is felt in WC that the Area Board is being side-lined by the Parish Forum, which is an advisory forum not a voting decision making board.  Fly tipping: WC plan to get two roving CCTV cameras for Chippenham Area and also signs, as the presence of a camera has to be advertised.  Pavement parking: Discussion on this and how other parishes deal with it. |  | |
| 12. | **AOB.** Cllr Minneynoted that the side of the road verge by the playground in Burton has been dug up and is concerned that rain will wash the mud onto the road. Cllr Kerr will ask BCA what is proposed.  Cllr Beare saw a van driving very dangerously, the company name was on the van. He spoke to Managing Director of the company who said the driver will be cautioned. Useful to know that companies will take action. | Cllr Kerr | |
| 13 | **Date and time of next meeting 13th December 2018** 7.30p.m. West Kington Baptist Chapel. |  |

Meeting closed 9.29pm.