

# ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

## Minutes of the Council Meeting held on 25<sup>th</sup> September 2024 at 19:00 in Crudwell Village Hall

**Present:** Cllr Budgen (Chair), Hatherell (Vice-Chair), Briggs, Clogg, Hopkins, Ingham, Jones, Maslin, Merriman, Payne, Stephens and Smith (WC-Sherston Division)

**Public:** None present

### 61 APOLOGIES FOR ABSENCE

None

### 62 DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE COUNCIL'S CODE OF CONDUCT

None

### 63 PUBLIC QUESTION TIME IN RESPECT OF ITEMS OF BUSINESS INCLUDED ON THE AGENDA

Cllr Clogg queried the recent ground excavation work carried out on the land west of Milbourne. Cllrs Smith and Budgen explained this was an archaeological investigation which forms part of the planning application process and a determination has yet to be made.

### 64 TO ADOPT THE MINUTES OF THE EXTRAORDINARY MEETING ON THE 9<sup>th</sup> AUGUST AND PARISH COUNCIL MEETING ON 28<sup>th</sup> AUGUST 2024

The minutes of the extraordinary meeting on the 9<sup>th</sup> August and parish council meeting on the 24<sup>th</sup> July were adopted as a true record and signed accordingly. The clerk suggested in future that council minutes should simply record that a copy of the Patient Participation Group minutes will be available on the council's website; this was agreed by council.

### 65 TO RECEIVE REPORT #09.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #09.1 and the council considered the following planning applications. Full comments submitted by the council can be viewed online at Wiltshire Council under the relevant application reference.

Site	Reference	Comments
Arches Farm, Arches Lane, SN16 0EJ	PL/2024/08432	No objection

Since publication of the report, application PL/2024/05301 regarding a variation of a condition at Rodbourne Rail Solar Farm was approved with conditions. The Appeal against WC's refusal of application PL/2023/05301, The Bungalow, Milbourne Lane West, SN16 9JA has been dismissed. **Action: Clerk**

### 66 FINANCIAL REPORTS

The RFO presented the accounts for the year to date. The bank statement dated 30<sup>th</sup> August 2024 was noted and showed balances of £27,488.39 and £94,974.58 and matched the reconciliation statement. Cllr Hatherell signed the original bank statements as correct and evidence of verification.

The RFO presented the payments schedule. The schedule was approved and Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Jones first authoriser, Cllr Stephens second authoriser.

Payment No.	Payee Details	Reason	Amount (£)
1	Roadware Ltd	2 x 115L grit bins in yellow	£220.68
2	Peter Baldwin Construction Ltd	Cowbridge 41m footpath resurfacing	£5,184.00
3	Reformation Limited	Balmoral garden bench 150cm	£399.00
4	Steve Innes Plant Hire Ltd	Installation of 2 x posts and sockets for SIDs	£720.00
5	Signpost	Donation for inclusion of PCM minutes	£50.00

6	R G Baker	Cowbridge Footpath - Annual Licence	£70.00
7	R Budgen	Jubilee clips for SID installation	£8.99
8	Elan City Ltd	2 x Evolis solar powdered SIDs	£5,014.78
9	Hathaway Landscapes Ltd	Grass cutting September 2024	£180.00
10	Hathaway Landscapes Ltd	Waste collection September 2024	£302.40
11	R J & S H Mellowes	Home working reimbursement 2nd quarter	£78.00
		<b>TOTAL</b>	<b>£12,227.85</b>

Following the upgrade at Rodbourne Road playing field, the clerk will seek a quotation from the insurers for all the playground equipment and will report back. **Action: Cllrs Jones, Stephens and Clerk**

67 TO CONSIDER A REVISED VERSION OF THE COUNCIL'S FINANCIAL REGULATIONS

Draft revised financial regulations based on the NALC model were circulated in advance of the meeting and Cllr Briggs thanked all those involved for their input. The internal auditor was also asked to review them and had no adverse comment. Cllr Briggs outlined the main areas of change and proposed the regulations be adopted henceforth, this was seconded by Cllr Hatherell and unanimously agreed. **Action: Clerk**

68 TO RECEIVE REPORT #09.2 TO CONSIDER THE PROVISION OF ENHANCED FACILITIES TO EXISTING BENCH AND NOTICE BOARD IN MILBOURNE

Cllr Briggs presented report #09.2 inviting the council to approve the creation of slabbed paths to a bench and the council notice board in Milbourne. He proposed quote A for the sum of £670 ex VAT be accepted, to be funded from general reserves or CIL contributions. This was seconded by Cllr Merriman and agreed.

**Action: Cllr Briggs**

69 TO RECEIVE REPORT #09.3 TO CONSIDER APPROVAL OF UP TO £1600 TO PURCHASE TWO PICNIC TABLES AND A BENCH FOR THE CORSTON PLAYING FIELDS

Cllr Ingham presented report #09.3 inviting the council to approve the purchase of two picnic tables and a bench for use at the two playgrounds in Corston and proposed option 3.3 be accepted, for the sum of £1504 inc VAT. The purchase would be funded from general reserves or CIL contributions. This was seconded by Cllr Budgen and unanimously agreed.

**Action: Clerk**

70 TO APPROVE THE CUTTING BACK TO THE BOUNDARY LINE OF THE VEGETATION AROUND THE PERIMETER OF THE RODBOURNE ROAD PLAYGROUND FOR A COST OF £125 EX VAT

Cllr Hatherell reported that the contractor installing the new play equipment at Rodbourne Road playing field had recommended the hedge and other vegetation be cut back to allow sufficient space around the safety matting and proposed the quote of £125 ex VAT be accepted, this was seconded by Cllr Ingham and agreed.

**Action: Clerk**

71 TO RECEIVE VERBAL REPORTS ON HIGHWAYS, PLAYING FIELDS, FOOTPATHS, PATIENTS PARTICIPATION GROUP, PERSONNEL COMMITTEE, FINANCE COMMITTEE, PROJECTS WORKING PARTY & WEBSITE WORKING PARTY

**Highways**

Cllr Hatherell reported that the Parish Steward has been asked to trim back the grass near Truckle Bridge where one of the grit bins is to be sited; the Townleaze splay and to add this to Highways' regular cut list; to cut the grass near the village gates in Milbourne; to clean the signs in Corston and to cut back the conifer hedge by the SID every month; to clean the steps by St John's Bridge. Cllr Budgen reported that he had sought the views from Highways regarding enforcement action to clear the vegetation near the bridge as brambles are now at head height. Cllr Hatherell has also reported several issues on MyWilts: to clean the algae off Cowbridge railings, to cut back vegetation near the Blinks Hill crossing on the bypass as it is too high for the Parish Steward to undertake and several drains, including the one at Foxley Road. He has completed the grit bin audit, there are now 28 bins in the parish. The update was noted by the council.

**Playing Fields**

Cllr Hatherell has checked the play equipment at Chippenham Road playing field and the grass has been well cut. The annual RoSPA inspection has been scheduled.

**Footpaths**

Cllr Hopkins has notified the Countryside Access Officer of access issues with footpaths 22 and 24 and will follow this up.

**Patients Participation Group** – no report

**Personnel Committee** – no report

**Finance Committee**

Cllr Briggs reported that the first cut of the 2025/26 budget will be an October agenda item.

**Projects Working Party**

Cllr Hatherell reported that resurfacing of the 41m path near the weir had been completed and subsequently inspected by several councillors. The fence will be replaced to its original position. Notes of PWP meetings are available to councillors from the clerk.

**Website Working Party** – no report

The meeting closed at 19:49

The next meeting will be held at 19:00 on Wednesday 23<sup>rd</sup> October 2024 at Crudwell Village Hall

..... Chair

..... Dated