

# ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

## Minutes of the Council Meeting held on 10<sup>th</sup> December 2024 at 19:00 in Crudwell Village Hall

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

**Public:** None present

98 APOLOGIES FOR ABSENCE

Cllr Hopkins

99 DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE COUNCIL'S CODE OF CONDUCT  
None

100 PUBLIC QUESTION TIME IN RESPECT OF ITEMS OF BUSINESS INCLUDED ON THE AGENDA  
None

101 TO ADOPT THE MINUTES OF THE PARISH COUNCIL MEETING ON 27<sup>th</sup> NOVEMBER 2024

The minutes of the parish council meeting on the 27<sup>th</sup> November 2024 were adopted as a true record and signed accordingly.

102 TO RECEIVE REPORT #12.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #12.1 noting receipt of a late notification of a refusal for application PL/2024/09733, 3 Milbourne Park SN16 9JE and a new application, PL/2024/11123 The Former Malmesbury Police Station, Burton Hill. 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
Land adj. Filands Farm, Filands, SN16 9JN	PL/2024/10239	Comment

**Action: Clerk**

103 FINANCIAL REPORTS

The RFO presented the accounts for the year to date. The bank statement dated 29<sup>th</sup> November 2024 was noted and showed balances of £19,422.48 and £32,329.76 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 Clogg first authoriser, Cllr Jones second authoriser. The agreed costs for grass cutting and waste collection will be paid later in the month.

Payment No.	Payee Details	Reason	Amount (£)
1	R J & S H Mellows	Home working allowance Qtr 3 2024-25	£78.00
2	James Hinwood	Tree works at Corston LNR	£700.00
		<b>TOTAL</b>	<b>£778.00</b>

**Action: Cllrs Clogg, Jones and Clerk**

104 TO APPROVE THE COUNCIL'S 2025/26 BUDGET AND TO AGREE THE LOCAL PRECEPT FOR 2025/26

An updated budget was circulated prior to the meeting. Cllr Briggs detailed the anticipated income figures for 2025-26 and the likely balances moving forwards. The council unanimously resolved to approve the budget. Cllr Briggs proposed the precept be kept at £16,043 for 2025-26, this was seconded by Cllr Merriman and unanimously agreed.

**Action: Clerk**

105 TO RECEIVE REPORT #12.2 TO CONSIDER QUOTES TO REPLACE THE DAMAGED CHARLTON ROAD BUS SHELTER

Cllr Budgen presented report #12.2 inviting the council to select the most suitable replacement bus shelter for Charlton Road. With quote A, it was agreed to request a flag bracket for the side of the shelter and to opt for unbreakable polycarbonate glazing rather than toughened safety glass. It was decided no light was necessary and to have the electricity disconnected. Cllr Budgen proposed the quote from Company A be accepted up to a cost of £5300 including the electricity disconnection, to be funded from CIL contributions, this was seconded by Cllr Merriman and unanimously agreed. **Action: Clerk**

106 TO RECEIVE VERBAL REPORT TO CONSIDER QUOTES FOR TREE WORK AT CHIPPENHAM ROAD PLAYING FIELD

Cllr Hatherell reported that he had met a contractor on site and had received a quote for £450 to reduce the tree near the pumping station, to cut back overhanging branches and to trim back ivy and brambles around the field. The work cannot be scheduled until February 2025. The council agreed to the quote, with the expenditure to come from the maintenance budget. **Action: Clerk**

107 TO RECEIVE REPORT #12.3 TO CONSIDER QUOTES TO INSTALL LARGER CAPACITY BINS UNDER THE A429 BY-PASS AND FOXLEY ROAD

Cllr Budgen presented Report #12.3 inviting the council to consider purchasing two 100 litre capacity waste bins, with the intention of reducing the collection schedule to once a week. The clerk will explore the options for delivery, the removal of the old bins and installation of the new bins. Cllr Budgen proposed option 3.2 A-1 with an internal base weight be accepted up to a figure of £1100, to be funded from general reserves, this was seconded by Cllr Merriman and unanimously agreed. **Action: Cllr Budgen and Clerk**

108 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 had been on flood duty recently but has also been dealing with the drainage problem in Milbourne Lane. WH has had the mechanical vector at work on the drains in the area that floods but the local Highway engineer believes the issue is exacerbated by the blocked outfall from the farmer’s field across from the flooded area. The Parish Steward will attempt to dig out the drain in the field, however the farmer will also be contacted and asked to clear the blocked gully. Cllr Budgen will send Cllr Hatherell the link to join the Flood Working Group meeting.

**Playing Fields** – the equipment at Chippenham Road playing field has been checked and is in good order. It was reported there was a smashed beer bottle in the spinner and Cllr Hatherell has removed all the glass. The equipment at Rodbourne Road playing field has been checked and a contractor is due on December 20<sup>th</sup> to rectify a minor issue listed on the second RoSPA report.

**Footpaths** – no report

**Patients Participation Group** – minutes from the recent meeting are available in the ‘news’ section of the website: <https://www.stpaulmalmesburywithoutparishcouncil.org.uk>

**Personnel Committee** – Cllr Clogg reported that the clerk’s annual appraisal had taken place that morning.

**Finance Committee** – no report

**Projects Working Party** - Cllr Hatherell reported that a meeting took place on 5<sup>th</sup> December. Notes of PWP meetings are available to councillors from the clerk.

**Website Working Party** – no report

The meeting closed at 19:52

The next meeting will be held at 19:00 on Wednesday 22<sup>nd</sup> January 2025 at Crudwell Village Hall

..... Chair ..... Dated