

Meeting Minutes – Tuesday 8th September 2020; 7pm

Tisbury Parish Council

The Reading Room, High Street, TISBURY, SP3 6LD

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(held virtually using Google Meet)

Questions or Statements

- a. Members of Tisbury Community Benefit Society (TCBS) spoke about 'The Refill Bus'; this project had been well supported with an excellent response to the funding campaign (£75,000) that has resulted in what will soon be a well-known Refill Bus travelling around the local communities. The vehicle is all-electric and will have set routes that will run to timetables. There will also be a shop in Tisbury and following further consultation may increase the variety of stock available, including food items; home deliveries may also be available. TCBS has support from many of the Tisbury traders - from the High Street shops, but also other organisations.
- b. Members of Nadder Community Energy spoke (along with a slide presentation) about the Tisbury Electric Car Club (TECC) – a project that was well under way and would provide a total of 4 Electric Charging Points (ECPs) in the village; 2 at the Nadder Centre and 2 in the Nadder Close Car Park. The details were included in the presentation slides that were available on the Tisbury website. NCE/TEEC were able to verbally confirm that the lease for the ECPs in the Nadder Close Car Park could be for 5 years rather than 10 years and that no cost would fall on the Parish Council. Residents were currently being consulted on the likely take-up of membership for the TEEC and support was very promising; an organisation package was also being considered. Questions asked concerned membership costs, concessions, accessibility to young people, insurance cover and mileage limits. Insurance cover was the limiting factor with respect to young people as drivers would need to be at least 25 and insurance cover would be for named drivers only. The issues for the Parish Council would be:
- i. Written confirmation that the lease could be for 5 year periods in the first instance.
 - ii. Written confirmation that no costs for the facility infrastructure would fall to the PC.
 - iii. Terms of the lease with Charge My Streets (CMS).
 - iv. Confirmation from Wiltshire Council that the PC could sub-let an area of the car park.
 - v. Impact of the siting of the ECPs on overall parking space numbers.
- (see also 20.09.09a)
- c. The applicant for the Randall House Licence Application (see 20.09.05a.) spoke to support the application; firstly acknowledging that the address 'Randall House' had caused some confusion, as the adjacent property was also known as Randall House and also, that an amendment to the hours stated in the application had been requested to align with the shop opening hours rather than the blanket hours used by Wiltshire Council. The applicant went on to say that the premises would be used as a fast food outlet (part of the existing 'Field to Fork' enterprise, the alcohol licence being necessary for the supply of wine bottle refills in addition to the small number of 'eat-in' tables having wine while eating. The number of covers would be small (4-6) with maybe 2 in the garden. The aim of the business was to complement existing High Street businesses rather than be in competition.
- d. A neighbour of 10, Beckford Close spoke against the application 20/06295/var as it would effectively pave the way for the current annexe, not built to plans previously approved, to be sold as a self-contained property – see 20.09.04.

Report from Wiltshire Councillor – WCnlr Deane spoke briefly on the following:

- Tisbury schemes coming before CATG, including the 20mph scheme; Clerk to attend – 09/09/20.
- Potential for a 'Kick-Start' scheme involving 30 apprentices with scope for all South West Area Board parishes to combine to make this happen.
- Real Madrid Summer School had 24 young people attending.
- Next South West Area Board meeting to be held on 30th September 2020.

	<p>This condition specifically states that at a distance of greater than 10m the annexe could potentially be sold as a separate dwelling – quote ‘The additional accommodation is sited in a position where the Local Planning Authority, having regard to the reasonable standards of residential amenity, access, and planning policies pertaining to the area, would not permit a wholly separate dwelling.’</p> <p>If the variation of the location is granted, the building as currently situated at a much greater distance of 17m, makes the potential sale as a separate dwelling possible. proposed RAB / seconded PD / unanimous</p> <p>In addition, if Officers were minded to approve the plans, WCnllr Deane was asked to call in the application. proposed RAB / seconded PD / unanimous</p> <p>P.Cnllrs further requested that the Enforcement Officer be asked to re-visit the property, as the access is not considered ancillary to the main property and the development as a whole was felt to adversely affect the look and feel of the area in contravention of Core Policy 51. Clerk</p> <p>20.07051.FUL - The Old Vicarage, Park Road, Tisbury, SP3 6LF Remove existing sectional garage, construct single storey utility room, covered spa and greenhouse</p> <p>P.Cnllrs objected to these plans as it was felt that the position of the greenhouse at the front of the extension contravened TisPlan policy BL.4 – Design and Landscape in the Conservation Area as it would be seen from the Highway. proposed ECC / seconded FC / unanimous Clerk</p>	
20.09.05 (8:15pm)	<p><u>Other Planning Matters:</u></p> <p>a. Randall House, The Square – alcohol licence application – P.Cnllrs objected to this application as currently advertised on the Wiltshire website on the following grounds: <u>The prevention of public nuisance:</u></p> <ul style="list-style-type: none"> • due to the close proximity of adjacent domestic properties having gardens or seating areas to the proposed licenced area that includes the whole of the current garden to the rear of the property. • the proposed licensing hours would be disruptive to the family life of adjacent residents; especially those with young children. • The Parish Council understands that there will be an amended licence application submitted that limits the proposed licenced area to the shop area of the ground floor and the Parish Council will consider this when published. proposed GM / seconded RAB / unanimous <p>b. Harley Farms – the meeting noted the recent visit by P.Cnllrs GM, SD & ECC and appreciated the offer of the owner to speak to full council at an appropriate time.</p> <p>c. Determinations worksheet of recent decisions – the document was not available at the time of the meeting. Clerk</p>	
FINANCIAL MATTERS – resolutions required		
20.09.06	<p>Annual Governance and Accounting Report (AGAR)</p> <p>a. PKF Littlejohn Auditor’s report and Certificate for year ending 31/03/2020 (external auditor) – P.Cnllrs resolved to acknowledge receipt of the AGAR, noting that NO issues were raised and accepting the comments made</p>	

	<p>concerning the timing of the Risk Register and Assessments and lack of formal resolution during 2019/20.</p> <p style="text-align: center;">proposed GM / seconded JI / unanimous</p> <p>b. Confirmation that the 'Conclusion of Audit' notice and AGAR documents are displayed on the Notice Board and website – P.Cnllrs resolved confirmation that that the 'Conclusion of Audit' notice and AGAR documents were displayed on the noticeboard and website.</p> <p style="text-align: center;">proposed GM / seconded FC / unanimous</p>	Clerk
20.09.07	<p>Financial Approvals – P.Cnllrs deferred discussion on this financial information until the September interim meeting.</p> <p>a. Current, deposit and petty cash account reconciliations; require resolution.</p> <p>b. Retrospective payment approval for period 01.07.2020 to 31.08.2020 for debit card and faster payments – requires resolution.</p>	Clerk
20.09.08	<p>April to August 2020 Spends against budget - P.Cnllrs deferred discussion on this information until the September interim meeting</p>	Clerk
20.09.09	<p>Requests for budget allocations: require resolutions</p> <p>a. Tisbury Electric Car Club (TECC) – P.Cnllrs deferred any further discussion until the September interim meeting, when it was hoped to have written confirmation or additional information on:</p> <ol style="list-style-type: none"> i. Written confirmation that the lease could be for 5 year periods in the first instance. ii. Written confirmation that no costs for the facility infrastructure would fall to the PC. iii. Terms of the lease with Charge My Streets (CMS). iv. Confirmation from Wiltshire Council that the PC could sub-let an area of the car park. v. Impact of the siting of the ECPs on overall parking space numbers. <p>b. Amendments to TisPlan - P.Cnllrs resolved a request for a max £100 for final agreed correction to TisPlan. 4550/250 – grant; Localism Act 2011; Sch9</p> <p style="text-align: center;">Proposed JI/ seconded GM / unanimous</p>	Clerk Clerk
20.09.10	<p>Amendments to Asset Register: for resolution</p> <ol style="list-style-type: none"> a. Addition of Skate Park - £105,000 b. Addition of 4 litter bins - £400 c. Deletion of Marquee – (£1,014) <p>P.Cnllrs resolved to make the above changes to the asset register.</p> <p style="text-align: center;">Proposed PD/ seconded FC / unanimous</p>	Clerk
20.09.11	<p>Revised Pay Scales from 01.04.2020 – P.Cnllrs noted that the recently released revised pay scales were applicable to all staff members as a part of their employee contracts in recognition of their satisfactory performance. P.Cnllrs then resolved to award a total annual increase for all staff of £873.60.</p> <p style="text-align: center;">Proposed FC/ seconded JI / unanimous</p> <p>(This was noted as already included in this year's budget; 4000/150; LGA 1972)</p>	Clerk
20.09.12	<p>Request for sign at Church Walk entrance from Vicarage Road – P.Cnllrs considered the necessity for such a sign, but declined to progress this further in line with previous requests for additional or replacement signage in recent years.</p>	
MATTERS REQUIRING Consideration/Resolution		
20.09.13	<p>CATG items:</p> <p>a. 20mph speed limit - P.Cnllrs noted that this item would be discussed at the meeting on 9th September 2020.</p>	Clerk

	<p>b. High Street protection for shoppers while queuing – P.Cnllrs noted the CATG advice indicating that there wouldn't be sufficient room for scaffolding, parked cars and even 1-way traffic. Umbrellas were recommended as the most sensible solution, costing £500 max for 200 with a PC logo/name. Web-based estimates and sponsorship from High Street shops would be sought in the first instances; s.137 4210/150</p> <p>c. Yellow hashed lines outside Fishmongers – P.Cnllrs were informed that although favoured by residents, the Fire Station Commander was reluctant to make this request before having a poster campaign. This is being organised and will be funded from the CATG budget. 4500/2500 RTA 1984s.72</p>	<p>Clerk</p> <p>Clerk</p>
20.09.14	<p>Parish Councillor representatives on Outside Bodies:</p> <p>a. Nadder Community Land Trust - NCLT b. Tisbury Neighbourhood Response Team - TNRT</p> <p>The PC needs to confirm the status of the Cnllrs sitting on the above organisations to ensure that consistent application of Interests and Dispensations is achieved when speaking/voting at PC meetings, i.e. the 2 organisations could be equated to charities – are they representatives of the PC or do they sit as members of the public. P.Cnllrs noted that the Clerk has asked for further information to help inform the PC. P.Cnllrs unanimously agreed that both P.Cnllrs GM and ECC were acting on behalf of the PC as their representatives on NCLT and TNRT respectively.</p>	
20.09.15	<p>Use of KGV Playing Field by South Newton Football Club – Junior Club P.Cnllrs resolved the request to grant permission for use of the field between 6pm and 7pm on Monday evenings; this is the same club that used the field last year without any problems.</p> <p style="text-align: right;">Proposed GM/ seconded JI / unanimous</p>	
20.09.16	<p>Tisbury PC email addresses – P.Cnllrs noted that currently all emails come in, and are responded to, the one email address – tisurypc@gmail.com. However, many councils, especially larger ones with committees, have individual pc email addresses for each councillor to use for all PC business. For Tisbury PC, this would be primarily for receipt of meeting papers and forwarded information from WC, WALC etc. – Cnllrs don't presently receive mail directly from members of the public for the vast majority of time and TPC doesn't have formal committees that generate Cnllr to Cnllr email traffic.</p> <p>Cnllrs were asked to note that there are circumstances, such as when an Fol request/complaint is received, that not using a pc email address could be a serious disadvantage as Cnllrs would need to allow investigators to delve in to personal accounts.</p> <p>The Clerk informed the meeting that the new website would enable up to 15 TPC email addresses that could be used and asked Cnllrs to think about this for a future meeting.</p> <p>In the meantime, a logo would be devised for use in circumstances where a P.Cnllr was acting on behalf of the PC on an outside body; e.g. NCLT and TNRT.</p>	<p>ALL</p> <p>ECC</p>
20.09.17	<p>Correspondence – although the correspondence counts were not available, 2 items of correspondence were of particular note:</p> <p>a. an email from a resident of Wyndhams Estate drawing attention to a local police initiative – a survey of residents in Grosvenor Drive and Wyndhams Place, asking if residents were happy living there.</p> <p>The resident also asked for any PC views on potential Neighbourhood Watch and Residents' Associations and future measures for speed reduction on the estate. The Clerk had responded indicating that Neighbourhood Watch and a Residents' Association currently had different functions and Neighbourhood</p>	

	<p>Watch was a remit of the Police Authority. Also that the Estate had specifically been designed as a 20mph zone with build outs and bends.</p> <p>b. An email from a resident living immediately adjacent to a footpath had informed the PC that cyclists were increasingly using the footpath for cycling at a fast pace and had had a very distressing near miss. The resident wanted the PC to know of the intention to install 'gates' to slow down any similar incidences.</p>	
20.09.18	<p>Items for noting:</p> <p>a. Draft Code of Conduct response – the main thrust of the response was lack of any sanction against Cnllrs that bully other Cnllrs or Clerks or behave in a manner not befitting of a Cnllr. The public that vote have the power to evict them from office at the next election, but this is very ineffective.</p> <p>b. Metal detecting on KGV – a resident asked permission to do this over the summer holidays for an educational project with her children – permission has been granted before on PC property with the proviso that done at their own risk, makes the PC aware of any finds and leaves ground in good repair.</p> <p>c. SLCC Virtual National Conference 12th to 16th October; 10am-4pm – 1 place booked for the Clerk at a cost of £25 for the 5 days. 4070/150 LGA 1972 s111</p> <p>d. SK8 Park – Formal Opening – noted that following a successful informal ceremony, it is intended to have a more formal ceremony in 2021 assuming that legislation allows, with the event centred on a competition.</p>	Clerk
20.09.19	Items for next agenda – future NHP expenditure; Village marquee; TEEC lease; TPC logo.	
20.09.20	Exclusion of the Public and Press - that under the Public Bodies (Admission to meetings) Act 1960 (as extended by s.100 of the LGA 1972), the public and accredited representatives of newspapers be excluded from the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the LGA 1972 – none.	
	<p>Date of next meetings: all at 7pm unless otherwise stated:</p> <p>a. Tuesday 22nd September 2020 - if required.</p> <p>b. Tuesday 6th October 2020</p> <p>c. Tuesday 20th October 2020 - if required.</p>	
	There being no other business, the meeting concluded at 9:27pm.	