

TISBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 1st June 2010
at 7pm in the Elizabeth Hall, Tisbury.

Note: agenda items were taken out of order to accommodate the presence of the CBO

- 10.06.01 **Present:** P.Cnllrs P. Duffy (Chairman), D. Carroll (elected as Vice-Chairman during the meeting), J. Berkley-Matthews (RFO), Mrs Pam Chave, P. Coopman, Miss F. Corp and M. McGrath - 7. Note: Ms J. Golder resigned as P.Cnllr during May.
Also in attendance: PCSO Kim Maffey (8:10-8:30pm); 1 member of the public; Mrs S. Harry (Clerk).
Apologies received and accepted: Mrs J. Amos, R. Dearden.
- 10.06.02 **Declarations of Interest:** None.
- 10.06.03 **Public Participation:** A Tisbury business owner attended to seek assistance from the PC for the next proposed 'Tiz the Season' event. Financial assistance was not being requested, more the structure and credence resulting from being a committee of the PC. Various viewpoints were discussed before Cnllrs requested that a formal report be submitted to the PC for consideration in July. (Clerk)
- 10.06.04 **To approve minutes of May meetings:**
AGM - 4th May 2010 - these were accepted and signed as a true record following an amendment to the responsibility chart (deletion of DC from footpaths/byways). Clerk
Proposed MMcG/ seconded DC / unanimous of those present (4)
Full - 4th May 2010 - these were accepted and signed as a true record.
Proposed PeterC/ seconded JBM / unanimous of those present (4)
Interim planning - 18th May 2010 - these were accepted and signed as a true record following the deletion of the word 'spoke' immediately after the planning application number. Clerk
Proposed JBM/ seconded MissFC / unanimous of those present (7)
APM - 18th May 2010 - these were accepted and signed as a true record once the following amendments had been made:
a. The Lord Arundell of Wardour Charity (not Trust). Clerk
b. Alice Combes Trust - no mention was made that all incoming funds for the year were distributed as far as practicable.
Proposed DC/ seconded MrsPamC / unanimous of those present (7)
- 10.06.05 **CONSIDERATION OF PLANNING APPLICATIONS:**
S/2010/06825 - TCA - Academy Cottage, Hindon Lane, Tisbury - fell and remove 1 no. ash
P.Cnllrs resolved to support the comments of the Tree Warden, i.e. no objection to the removal of the tree, it being totally unsuitable for the size of garden. It was noted that others were likely to need felling in the near future. Clerk
Proposed JBM/ seconded DC / unanimous
- 10.06.06 **Update on Hindon Lane** - there had been no communication from Jane Weston with respect to the draft lease for the field. Due to the protracted negotiations on the s106 with respect to affordable housing, it was necessary for the Southern Area Planning committee to consider an extension to the deadline for agreement.
- 10.06.07 **Application determined** - noted.

FINANCE

- 10.06.08 **Financial Report** - the income and payments data previously circulated were approved.
Proposed JBM / seconded DC /unanimous Clerk
- 10.06.09 **Internal Audit report for 2009/10 with action plan** - P.Cnllrs noted the actions required before resolving to accept the report from Auditing Solutions Ltd.
Proposed JBM / seconded DC /unanimous Clerk
- 10.06.10 **Effectiveness of Internal Audit and re-appointment of Auditing Solutions Ltd** - a draft review of the effectiveness of internal audit was considered and noted before P.Cnllrs resolved to accept the review of the effectiveness of Auditing Solutions Ltd. The Clerk undertook to discuss the provision of employee tax codes with the payroll bureau.
Proposed DC / seconded PeterC /unanimous Clerk
- The Clerk recommended the re-appointment of the current internal auditor as they are very thorough, more so than required, and on hand to offer advice throughout the year on specific accounting matters. P.Cnllrs agreed with this view and resolved to re-appoint Auditing Solutions Ltd. as internal auditors for the 2010/11 accounts and Annual Return.
Proposed JBM / seconded MissFC /unanimous Clerk
- 10.06.11 **Annual Return for 2009/10** -
i. P.Cnllrs considered section 1 of the Annual Return and the statement of variances - no queries were raised by P.Cnllrs on the accuracy of the figures that had also been checked by the internal auditors.
P.Cnllrs resolved to accept that section 1 of the Annual Return is a true and accurate reflection of the PC accounts. **Proposed JBM / seconded MMcG /unanimous** Clerk
ii. P.Cnllrs carefully considered each of the statements in section 2 of the annual return, before deciding that they were happy to answer 'YES' to each statement.
P.Cnllrs resolved to accept section 2 of the Annual Return, agreeing with each statement except no. 9 that is not applicable to TPC. **Proposed DC / seconded MissFC /unanimous** Clerk
- 10.06.12 **TPC benches at Stubbles and new information board and seat** - the newly installed seat cost in the region of £1,000 and Natural England is has asked that the PC assume ownership. The premium would be in the region of £100 for 'all risks cover' and the excess would be £125.
P.Cnllrs resolved to add the LRP seat to the TPC asset register. **Proposed JBM / seconded MissFC /unanimous** Clerk
P.Cnllrs resolved to insure the LRP seat for 'all risks' cover. **Proposed MMcG / seconded DC /unanimous** Clerk
The Clerk was asked to arrange sympathetic pruning of the shrubs surrounding the bench; also to ask for help in removing the Himalayan Balsam from the area in an article for FOCUS. Clerk
The Clerk reported that the immediately adjacent benches at Stubbles (2) were in need of refurbishment and an estimate of £500 plus the cost of the wood had been obtained from a local tradesperson (removal off site, strip down, base coat plus paint etc). It was noted that it would be possible to find new seats at a similar cost, but the quality would likely be inferior and refurbishment would also give work to a local person.
P.Cnllrs resolved to accept maximum estimate of £500 (including wood) to refurbish the 2 benches. Clerk
Proposed JBM / seconded MissFC /unanimous Clerk
The Clerk would inspect the 2 benches on the footpath between St John's Church and the Stubbles playground to determine whether any maintenance was required.

- 10.06.13 **Bobby Van support** - P.Cnllrs resolved not to make a financial donation and refer the request for any support to the TCSP. Clerk
Proposed DC / seconded MrsPamC /unanimous
- MATTERS TO BE RESOLVED**
- 10.06.14 **Election of Vice-Chairman following the resignation of Ms Golder as a P.Councillor** - P.Cnllrs resolved elect David Carroll as Vice-Chairman. Chairman
Proposed MMcG / seconded PeterC /unanimous
P.Cnllrs noted that a formal advertisement of the vacancy was necessary to determine whether the residents wanted a formal election. If not, the PC could then co-opt. Clerk
- 10.06.15 **Consideration of 'Parking in Tisbury' - the next steps for the Parish Council**
P.Cnllrs considered the previously circulated report, discussing each of the summarised recommendations and noting in particular that:
Cars parked opposite the South Western Hotel and Johnson's Field
- a. spaces were generally available in the station car park when vehicles were parked on the road - see analysis attached to the minutes.
 - b. this problem parking resulted from avoidance of cost.
 - c. SWTrains need to be involved in any solution.
 - d. the impact of double yellow lines in this area could be monitored by the use of 'no waiting' bollards by the police.
 - e. acquisition of Johnson's Field for additional car parking and other amenity activity could be promoted
- (8:10pm) Congestion on the High Street
- f. an area equivalent to 3 spaces could be reserved for co-ordinated deliveries to businesses on the High Street.
 - g. traffic calming was thought to be unrealistic, but a speed restriction - even though unenforceable - was supported.
 - h. timed parking restrictions in the Nadder car park was supported.
 - i. Parking restrictions on the High Street (2 hours maximum) and opposite the Victoria Hall (extension of yellow lines) were supported.
- P.Cnllrs resolved to support the recommendations proposed as a package and a volunteer would be sought to progress the initiative. This would be further discussed at the July meeting. Clerk
Proposed DC / seconded MissFC /unanimous
- (8:25pm)
- 10.06.16 **Review of Parish Councillor responsibilities** - see circulated chart from AGM - P.Cnllrs agreed **unanimously** to appoint Roger Dearden to the Joint Burial committee. Clerk
- 10.06.17 **Community campus** - a presentation would be made at the July meeting on progress to date. Chairman
- 10.06.18 **JBC constitution and insurance update** - the outstanding issues on insurance and employment were noted as settled; the constitution was nearly agreed. Reports would be presented at the July meeting. Clerk
Chairman
- 10.06.19 **Gypsy and Traveller Issues consultation** - it was noted that the sites identified by WC appear to satisfy the requirements taking into account the proposed sites in Dorset. Clerk
- 10.06.20 **Representative for Community Plan update** - an appointment was held over until the July meeting. Clerk
- 10.06.21 **Equal Opportunities policy** - P.Cnllrs resolved to accept the policy as presented. Clerk
Proposed DC / seconded MissFC /unanimous

- 10.06.22 **Complaints policy** - P.Cnllrs resolved to accept the policy as presented. **Clerk**
Proposed DC / seconded MMcG / unanimous
- 10.06.23 **Report from Wiltshire County Councillor** - not available.
- 10.06.24 **Report from Community Beat Officers** - PCSO Kim Maffey attended and informed the P.Cnllrs of a series of thefts (7) over the last 20 days in the Wardour/Donheads/Ansty/Chicks Grove area, mostly from outbuildings. Further thefts had been reported in the Mere and Frome areas by 3 males in a Blue flatbed Peugeot with an '07' plate.
 (8:25pm to 8:30pm)
 Following the recent posting of Andy Fell † Salisbury, the Chairman asked that the PC's thanks be passed to him for his dedication to Tisbury during his time here. PO Martin Day was welcomed as a temporary replacement. Although there is to be a £1.1m reduction in the police budget, the post in Tisbury remains for the foreseeable future.
- Reports from Chairman, Clerk and Parish Councillors**
- 10.06.25 **Chairman's report**
- a. Format of meeting notes, annotating most important resolutions, prioritising items etc - PD briefly explained the method of annotating the most important agenda items, hoping that all Cnllrs would make every effort to read papers prior to the meeting.
 - b. Review of composting facility - PD reminded Cnllrs that a review of the facility had been promised at the Annual Parish Assembly; Adrian Griffin would be attending the July meeting to give an overview of current operations. **Clerk**
 - c. Swimming Club thank you letter for pool covers funding - a letter from the swimming club had been received thanking P.Cnllrs for the very generous use of R2 monies for this increasingly popular facility.
 - d. Tisbury and West Tisbury PCs amalgamation - mentioned at the Annual Parish Assembly, this was noted as a WC review probably in time for the elections in 2013.
- 10.06.26 **Clerk's report**
- a. Standing Orders - following the planning meeting on the 18th, the PC standing orders have been checked and confirm that the correct procedure was followed. **Clerk**
 Note: the latest revised model SOs has just been received and will appear on the July agenda.
 - b. Oddford Brook - a report was expected from Natural England concerning the state of the brook behind St John's Close, but has unfortunately been delayed. There are quite a few dead trees and conifer growth is blocking out considerable light to the stream with an adverse affect on water quality. Whether the PC wishes to pursue the clearance of non-native species from the banks is a matter for debate once the report arrives but would certainly improve the habitat for the water vole.
 - c. CEV / flood warden - A local resident may be willing to take on the role of CEV and/or flood warden. **Clerk**
 - d. Weed spaying in Court Street - a resident has recently alerted the PC that established plants and flowers growing in boundary walls have been killed along with those on the pavement. The Clerk is making enquiries about this. **Clerk**
- 10.06.27 **Clarence / Highway Issues:** the following were noted.
- a. The state of Church Street following re-surfacing was considered unacceptable - to be re-notified: depressions/dips and tar sticky in hot weather. **Clerk**
 - a. Park Rd to Queen's Rd path (Cuff's Lane end) handrails are loose. **Clerk**
 - b. Potholes on Vicarage Rd - High St to Churchill Estate. **Clerk**
 - c. Uneven pavement o/s Blundell's in The Square. **Clerk**

- 10.06.28 KGVth Playground inspection / works - the cradle swings have now been replaced. 2 areas of fencing need repair. Cnllrs noted that bare earth was showing below the spring animals. A quote for moss removal will be tabled at the next meeting. **Clerk**
- 10.06.29 Lower Recreation Ground inspections / works - the cone climber was now spinning smoothly.
- 10.06.30 Footpaths - evening walks had now restarted.
- 10.06.31 Community composting - a review by Adrian Griffin would be an agenda item at the July meeting. It was noted that the shredder was now working. **Clerk**
- 10.06.32 Allotments - the society hope to be installing additional allotment water taps in the near future and Cnllrs resolved to support this action. **Clerk**
- Proposed DC / seconded MMcG / unanimous**
- 10.06.33 TAPCAP / CAB reports - no report.
- 10.06.34 TCSP - no report.
- 10.06.35 Joint Parish Advisory Group - the group had met and issues discussed included saving energy with reduced street lighting.

NOTICES

- 10.06.36
0 a. Chicks Grove Quarry Liaison Group meeting - Wed. 9th June 2010, meeting at the quarry for 4pm - P.Cnllrs DC, MMcG and JBM volunteered to attend. **Clerk**
- b. CC&WWDs AONB Annual forum - Wed. 9th June 2010, meeting at Dinton Village Hall, 09:30-16:00 hours - no Cnllrs available to attend.
- 10.06.37 **Correspondence received** - noted
- 10.06.38 **Date and time of next meetings**
Full - Tuesday 6th July 2010; 7:00pm in the Elizabeth Hall
Additional planning meetings as advised.
There being no other business, the meeting closed at 9:05pm