

Tisbury Parish Council - Minutes of Full Meeting

Tuesday 3rd April 2012 in the Elizabeth Hall, Tisbury at 7pm

DRAFT

12.04.01	<p>Present: P.Cnllrs P. Duffy (Chairman), D. Carroll (Vice-Chairman), J. Berkley-Matthews (RFO), Mrs J. Amos, T.J. Barnes, D. Boxall, Mrs Pam Chave, P. Coopman, Miss F. Corp, A. Griffin. - 10. Also in attendance:; Mrs S. Harry (Clerk).</p> <p><u>Apologies received and accepted</u> P.Cnllr M. McGrath.</p>	
12.04.02	<u>Declarations of Interest:</u> None.	
12.04.03	<u>Public Participation and Presentations:</u> None.	
12.04.04	<p><u>Approval of minutes:</u></p> <p>06.03.2012 - full meeting - Cnllrs resolved to accept the minutes proposed Mrs PamC / seconded JBM/ unanimous of those present (6)</p> <p>20.03.2012 - interim meeting - Cnllrs resolved to accept the minutes proposed DC / seconded MissFC/ unanimous of those present (9)</p> <p>The following were noted: QDJ minutes of 9th March 2012; SK8 notes of 14th March 2012.</p>	<p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p>
PLANNING MATTERS		
12.04.05	<p>S/2012/405/vc - Liss Cottage Hindon Lane Tisbury - Variation of condition 1 of S/2009/0163 (three year time limit) to renew planning permission for the erection of a two storey extension</p> <p>P.Cnllrs noted that the 2009 application had been supported before resolving to support the renewal. proposed DC / seconded Mrs PamC/ unanimous</p>	<p style="text-align: right;">Clerk</p>
12.04.06	Applications Determined - none.	
12.04.07	<p>Hindon Lane TRO - TRO and S&SE works</p> <p>a. P.Cnllrs noted that the residents of 1-8 HL had been canvassed for a convenient time to meet the CG Fry team on-site to look at the potential access to their rear gardens; the majority favouring Monday to Friday evenings.</p> <p>b. The contents of a copy letter from Mr Preece to MP Dr Murrison were read aloud. The letter indicates that WC will not go ahead with implementing the double yellow lines on Hindon Lane unless provision for parking for the residents of 1-8 had been accommodated (information from a Service Director). P.Cnllrs expressed surprise that such a decision had not been directly communicated to the PC. WCnllr TD would be contacted for a copy of the information from the Service Director if available.</p> <p>c. Current information is that WC will not allow S&SE to close Hindon Lane until all other avenues had been explored for access to the site.</p>	<p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p>
12.04.08	Railway Communications System - Plans by Network Rail for the siting of a communications mast to the north-east of Hazeldon Barn, adjacent to the railway line were highlighted with no further action required.	
FINANCE		
12.04.09	<p>Financial Report - P.Cnllrs resolved to approve monthly payments of £168.74 & SOs of £1250 in April as detailed in the attached sheets.</p> <p style="text-align: right;">proposed JBM / seconded DC / unanimous</p>	
12.04.10	Alternative Insurance Quote from Came and Company - an alternative quote for 2012/13 has been obtained amounting to £1023.43 +£50 to cover the QDJ marquee on	

	<p>an 'all risks' basis. The premium reduces to £972.26 for a 3 year commitment (+ inflation). These premiums are less than the current year's premium with Zurich. The Aviva cover also provides greater benefits in terms of fidelity guarantee, personal accident, money, commercial legal expenses etc.</p> <p>Parish Cnllrs resolved to proceed with the alternative cover that is underwritten by Aviva. proposed JBM / seconded DC / 9 in favour with 1 against</p> <p>Parish Cnllrs also resolved to commit to a 3 year term in order to qualify for a premium reduction. proposed DC / seconded MissFC / 9 in favour with 1 against</p>	
12.04.11	<p>Place Farm to Burial Ground Footbridge/footpath - the additional funding requested by WC of £5,000 would be subsidized by the CATG scheme - but £1500 would still be required from the PC. Cnllrs agreed that this would most appropriately be funded by the JBC. The request for 2 kissing gates could possibly be funded by the PIGs scheme, even though they would be on a permissive path, if the path was for the benefit of the wider footpath network.</p>	<p>Clerk Clerk</p>
12.04.12	<p>The Square Lighting Column proposal - PD displayed a diagram indicating the 6-8' extension and gilded crown to be fixed to the Victorian lighting column as a part of the Jubilee celebrations that would also provide a fixing point for LED lights at Christmas. It was noted that permission would be required from WC Lighting Engineers, Hways Engineers (re LED lights) and possibly planning.</p>	<p>PD</p>
12.04.13	<p>Queen's Diamond Jubilee Financial report - Cnllrs were asked to note the attached financial report before resolving to delegate responsibility to the Clerk for spending within the plan produced. Updates on the expenditure and income figures would be presented at all full meetings until the event 'books' were closed. This would ensure that the committee is entirely legal and covered by the insurance policy.</p> <p>proposed DC / seconded MissFC / unanimous</p> <p>The PC also undertook to underwrite the purchase of 100 additional mugs for sale at a small profit to finance the event.</p> <p>proposed JBM / seconded MissFC / unanimous</p>	<p>Clerk Clerk</p>
<p>MATTERS TO BE CONSIDERED and/or RESOLVED</p>		
12.04.14	<p>Approval of Car Park and Public Toilets leases - There was no further progress with the leases, but it was now known that the garage on the car park could be rented by the PC at a rent of £7.23+vat. P.Cnllrs resolved that the Clerk sign the necessary documents pending clarification on whether domestic council tax was also payable.</p> <p>proposed DC / seconded MissFC / unanimous</p>	<p>Clerk</p>
12.04.15	<p>Use of Hindon Lane monies for the broader community - to include a discussion on schemes of a longer term benefit for a broader cross-section of the community as a whole; resolutions on a consultation policy (with key stages in the consultation process) and a revised financial policy</p> <p>a. As a part of this discussion, P.Cnllrs considered the draft Consultation Policy and made addition to sections 3 and 5.</p> <p>proposed DC / seconded MissFC / 9 in favour with 1 abstention</p> <p>The final version is attached to the minutes.</p> <p>b. P.Cnllrs also considered revisions to the Financial Policy; with the discussion focusing on para. 7: <i>'The Parish Council recognises that unless otherwise required by Wiltshire Council or other funding bodies, grants are for the benefit of the whole community. As such the Parish Council will generally give preference to projects serving the greatest number of residents.'</i></p>	<p>Clerk</p>

	<p>P.Cnllrs agreed that this would be discussed further at the 17th April 2012 meeting.</p> <p>c. P.Cnllrs further agreed that an overall vision for facilities and services in Tisbury (that are within the control of TPC) should be discussed at the 17th April 2012 meeting.</p>	Clerk
12.04.16	Emergency cover for public toilets duties and litter collection - see item 12.04.28.	
12.04.17	<p>Update on SK8 project - key points from the two consultations to date are:</p> <ol style="list-style-type: none"> there is a body of support for a replacement AstroTurf area, the play area as a whole should include facilities such as outdoor table tennis tables - to encourage groups not currently using the area to do so, the SK8 area should be within the current play area and not relocated to the 8-acre field site, and P.Cnllrs MMcG and TJB would be welcomed as overseers of the project during construction. the potential for adding an extension to any design produced would be explored. <p>Additional topics mentioned included:</p> <ol style="list-style-type: none"> there should be a wider appreciation of facilities throughout Tisbury with a planned approach to improvement and rationalization within the village - c.f. 12.04.15c. account should be taken of new developments planned within Tisbury. 	Clerk
12.04.18	Co-operative variation of premises licence - this variation was discussed at some length with respect, in particular, to increase in drunkenness and also crime. P.Cnllrs finally resolved to send a letter of representation stating that there is no reason why the sale of alcohol times should be extended; also being surprised, although accepting that this was probably a national initiative by the group, in light of current government policy that such a move was being undertaken.	Clerk
12.04.19	Review of polling districts and polling places - P.Cnllrs had no comments, although W.CnllrTD would be consulted as to whether this consultation included the Tisbury/West Tisbury boundary issue.	Clerk
12.04.20	Core Strategy - Rural parishes workshop presentation - P.Cnllr Mrs JA ran through the previously circulated paper, highlighting the need to update TISVIS! WC had undertaken to issue further guidance and a watching brief would be undertaken.	MrsJA
12.04.21	<u>Report from Wiltshire County Councillor</u> - not present.	
12.04.22	<u>Report from Community Beat Officers</u> - not present.	
Reports from Chairman, Clerk and Parish Councillors:		
12.04.23	<p>Chairman's report:</p> <ol style="list-style-type: none"> PD commented upon 2 issues that had been raised with W.CnllrTD: <ol style="list-style-type: none"> the Weaveland Rd entrance into the HL development if the campus development was not imminent, and the re-design of the HL layout to re-locate the light industrial units from near the centre of the development to the boundary with the proposed campus. PD indicated that Lester Dibben (Shaftesbury Task Force) had offered to address the PC on issues of joint interest - this would be organised. A 'Parish Issues' list would be kept, itemizing current issues such as the condition of the High Street, double yellow lines on Station road. 	<p>Clerk</p> <p>Clerk</p>

	d. An recent article in the BMV had been sponsored by the businesses mentioned.	
12.04.24	<p>Clerk's report: P.Cnllrs asked to note that the following had been brought to the attention of the Clerk:</p> <ul style="list-style-type: none"> a. Overgrown verges in Duck street, b. Footpaths at Stubbles and LRG breaking up, and c. Horses in field adjacent to the South Western Hotel stripping bark from alders/willows with potential to erode river bank. <p>All were noted with action being pursued.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
12.04.25	<p>Other reports:</p> <ul style="list-style-type: none"> a. Clarence/Highway issues: <ul style="list-style-type: none"> i) Tarmac breaking up at junctions of Queens Road with The Avenue. ii) Network Rail sign at southern end of station car park fallen over. b. KGVth playground inspections - no issues. c. LRG playground inspections - no issues. f. Footpaths - no report. g. Community Composting - re-opens 4th April 2012. h. Allotments - no report. i. Diamond Jubilee event - Cnllrs were referred to the minutes at 12.04.04; there were no questions. Further information was required by the Public Protection section of WC with respect to the licence application; steps such as letters to residents alerting them to the event etc would be employed. j. SWWAB reports - no report. k. JBC - the grass cutting contract was in process of being re-let. l. TCSP - no report. m. CAPYG - no report. 	<p>Clerk</p> <p>Clerk</p>
12.04.26	Correspondence received: Noted.	
12.04.27	<p>Date and time of next meetings Interim - Tuesday 17th April 2012 at 6:30pm - Vision for Tisbury of the future, Full - Tuesday 1st May 2012 at 7pm Additional planning and interim matters meetings as required.</p>	
12.04.28	<p><u>Exempt business</u></p> <ul style="list-style-type: none"> a. P.Cnllrs resolved that: under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item: Emergency cover for public toilets duties and litter collection Proposed DC / seconded MrsPamC / unanimous b. P.Cnllrs then resolved to place an advert for casual employees to cover the duties of the Village Warden when sick or taking leave and general Handyman duties. Proposed DC / seconded TJB / unanimous c. P.Cnllrs further resolved a maximum rate of pay for this casual cover of £10ph. Proposed TJB / seconded JBM / unanimous 	
	There being no other business, the meeting closed at 9:47pm.	

TISBURY PARISH COUNCIL

POLICY FOR CONSULTATION WITH RESIDENTS

1. Tisbury Parish Council ('the/this Council') recognises that consultation is a part of gathering the views of residents. It helps the Council understand what is important to local people and what they feel needs improvement. It helps to guide Council decision making and shape how services are delivered. Consultation also encourages greater participation and helps to achieve greater public satisfaction.
2. The potential benefits of effective consultation are:
 - a. Being seen as a Council that listens and responds to the views and ideas of its community.
 - b. A better understanding of public opinion.
 - c. Improved working with volunteers.
 - d. Better performance by providing services that the local community want.
 - e. Increasing confidence and levels of satisfaction both internally and externally.
 - f. Raising awareness and understanding of the Council.
 - g. Increasing awareness and understanding of the Democratic Process.
3. During a consultation, the Council will ensure that the following principles are encompassed:
 - a. The consultation is purposeful, constructive and necessary.
 - b. Consultation takes place at the earliest appropriate stage of a project or initiative.
 - c. The terms of reference, i.e. the aims, objectives and expectations are made clear from the outset and are accessible to all.
 - d. Consultation exercises will take place within realistic timescales.
 - e. The needs of a diverse community are fully appreciated; overcoming possible barriers to involvement such as mobility, time, geography and methods used.
 - f. The views, beliefs and values of individuals will be respected at all times.
 - g. The consultation will adhere to best practice with respect to equal opportunities.
4. In choosing consultation methods:
 - a. The methodology will ensure the best possible response rate; being appropriate to the aims and objectives of the consultation and also accessible to all.
 - b. The Council will explore new and innovative methods of consultation to encourage resident participation and hence the response rate.
5. The consultation process will:
 - a. Be carried out in an open and honest manner.
 - b. Avoid the use of jargon and be easy to understand.
 - c. Provide information in a number of formats if necessary.
 - d. Be of a clearly defined timescale.
 - e. On a case by case basis, consider the level of confidentiality to be offered to consultees in relation to the type of consultation being undertaken.
6. Using the results / Effective feedback:

- a. Results will be presented in a clear and concise manner and include the response rate, a summary of the responses and a list of the groups that have responded.

Using the results / Effective feedback (contd.):

- b. Results will be included within Council minutes and be used to inform the Council's decisions and planning.
- c. Feedback will be given to all those involved in the consultation process, showing how the results were used.
- d. All effort will be made to protect individuals' identity unless permission has been specifically given.
- e. The Council will provide an explanation of decisions taken contrary to views expressed during a consultation exercise.
- f. The Council recognises that consultation is on-going and not a one-off event.

Finally, the Council will identify the strengths and weaknesses of each consultation process undertaken so that future consultations will be improved by taking heed of the lessons learnt.