

Tisbury Parish Council

Minutes of Full Meeting - Tuesday 7th June 2016

Elizabeth Hall, Tisbury at 7pm

16.06.01	<p>Present: P.Cnllrs P. Duffy (Chairman), S. Davison Vice-Chairman), Mrs J. Amos, J. Berkley-Matthews, D. Carroll, Mrs P. Chave, Miss F. Corp, Ms J. Ings, R. Wright - 9. Also in attendance: WCnllr T. Deane; up to 5 members of the public; Mrs S. Harry (Clerk). Apologies received and accepted: P.Cnllr D. Wood.</p> <p>Note: Chairman only voting where a casting vote required.</p>	
16.06.02	<p>Dispensations:</p> <ul style="list-style-type: none"> a. declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests - none. b. declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests - none. 	
16.06.03	<p>Public Participation and Presentations (Questions and/or statements)</p> <ul style="list-style-type: none"> a. Both the applicant and landscape architect spoke in support of an application to be submitted for landscaping of Haredene Cottage and Lime Cottage in Tisbury Row to create a parking /turning area, recontouring of an existing quarry spoil heap & paddock and create gabion retaining walls (1 behind Lime Cottage garages). b. P.Cnllrs were referred to a previously circulated letter from St John's Church Development Committee by 2 members (of that committee) who spoke in support of a change in the timing of use of the R4 monies already allocated to their project; a 2-phase project with £40,000 allocated to each phase. The change requested being for the total sum of £80,000 being made available for the first phase that was substantially less controversial and of whole community benefit relating to the small extension, toilets and heating upgrades. c. A member of St John's School Governing Body commented on the SK8 Park planning application highlighting the need to continue with the safeguarding measures already planned. 	
16.06.04	<p>Resolution of minutes: the minutes were resolved following minor corrections and explanations of acronyms: proposed MrsJA / seconded JBM / unanimous AGM - 3rd May 2016 Full meeting - 5th April 2016 Interim meeting - 19th April 2016 Interim meeting - 26th April 2016 Full meeting - 3rd May 2016 Interim meeting - 17th May 2016</p>	
PLANNING MATTERS - resolutions required		
16.06.05	<p>Pre-application - Landscaping in the grounds of Haredene Cottage and Lime Cottage, Tisbury Row P.Cnllrs discussed the proposed application and asked questions about the neighbouring bridleway in particular; having heard that there would be little impact with respect to sight lines, but that the condition of the bridleway may be co-incidentally improved, P.Cnllrs indicated that there were no immediate concerns or objections.</p>	
16.06.06	<p>Planning Applications: 16/03590/OUT - Land at and Around King George V Playing Field, Weaveland Road, Tisbury, SP3 6HT - Construction of a concrete skate park</p>	

	P.Cnllrs resolved to support the application. proposed MrsPamC / seconded MissFC / unanimous	Clerk
16.06.07	Neighbourhood Planning - P.Cnllrs discussed the proposals originating from the NHP questionnaire that were aired at the Annual Parish Meeting (APM) and found support from those present; some of which were already under way, but others needing positive action. P.Cnllrs agreed that a report be presented at the July meeting with costings for the following: litter picking/cleaning/dog waste, 'we are watching you' signs, more litter bins, a village gardener (or society?), improving the footpath at Stubbles, swimming pool open for more weeks of the year, improved parking provision, footpath signs, street nameplates.	Clerk
16.06.08	Applications Determined - noted; P.Cnllrs were also referred to the note from the Planning Officer re the Tithe Barn application. P.Cnllrs also noted the Clerk's ongoing discussion with residents of Knapp Hollow.	
FINANCE - resolutions required		
16.06.09	Financial Report - P.Cnllrs resolved approval of payments in June of £1713.69 and BSOs of £1580. proposed JBM / seconded DC/ unanimous	
16.06.10	Internal Audit report 2015/16 i. actions recommended (see attached): P.Cnllrs noted the action point of the internal auditor, <i>R1: Councillors should monitor the level of General Reserves held and remains adequate, ideally increasing to fit within the best practice guideline, as detailed in the body of the report, before resolving to accept the action recommended.</i> proposed JBM / seconded DC/ unanimous The Clerk/ RFO and Finance Councillor would look at this in more detail and also add to the risk assessment register. ii. confirmation of re-appointment - P.Cnllrs resolved to re-appoint Auditing Solutions Ltd as the Internal Auditors for financial year 2016/17. proposed JBM / seconded SD/ unanimous	Clerk Clerk Clerk
16.06.11	Annual Report: P.Cnllrs were referred to the attached copies of sections 1 and 2 of the 2015/16 Annual Report previously circulated as agenda papers; also the Internal Auditor's report, before resolving to approve the following: a. Section 1 - governance statements - the statements were read aloud for P.Cnllrs to register their approval. proposed DC / seconded JBM/ unanimous b. Section 2 - statement of accounts - the figures for 2014/15 and 2015/16 were compared (using the documents in section c.) and accepted as true. proposed DC / seconded JBM/ unanimous c. variance analyses and bank reconciliation - noted.	Clerk Clerk
16.06.12	Small grants awards: P.Cnllrs discussed each grant application (previously circulated with the APM agenda) and also the request for funding from the Citizens' Advice Wiltshire for training with respect to the recently amended guidance, before resolving to awards grants on the basis detailed below. proposed JBM / seconded SD/ unanimous Cubs - a sum of £300 towards the cost of renting the Hinton Hall in the knowledge that activities were being funded, but funds were insufficient for both. Swimming Club - accounts for the swimming club had been requested but were not currently available; P.Cnllrs however, agreed to award a sum of £250 on a one-off basis only. Any further grant requests would not be considered until bank statements were available.	Clerk

	<p>Memory Group - a sum of £350 (£50 above the maximum guideline) was awarded for specific activity trips.</p> <p>Citizens' Advice training - P.Cnllrs agreed that no sum be immediately awarded, this to be re-considered should a local office be set up at the Nadder Centre in the future.</p> <p>P.Cnllrs noted that a total sum of £900 was awarded from the £2160 available.</p>	Clerk
16.06.13	<p>St John's R4 monies - P.Cnllrs discussed the proposed changes for funding (£80,000 as one lump sum rather than two sums of £40,000) and the current £160,000 shortfall for phase I even if the full £80,000 was awarded. Further questions were asked about the extent of the works before P.Cnllrs resolved to approve the £80,000 lump sum on condition that if the project became at risk the PC would be told immediately so that the funds could be re-allocated.</p> <p style="text-align: right;">proposed DC / seconded MissFC/ 7 in favour with 1 objection</p>	
16.06.14	<p>Leisure Credit funding - P.Cnllrs resolved to allocate a total of £600 for the following Leisure Credit works:</p> <ol style="list-style-type: none"> a. Brocante, b. Easter ditch digging, and c. Half-term ditch digging <p style="text-align: right;">proposed DC / seconded Mrs PamC/ unanimous</p>	
16.06.15	<p>Marquee Insurance and VAT implications</p> <p>P.Cnllrs were referred to the information provided by the PC insurance brokers regarding insurance cover should the marquee be loaned, i.e. that the marquee would be covered for loss or damage, but potentially not covered for public liability if the marquee was erected by the group borrowing the item.</p> <p>With respect to the depreciation charge, the Clerk/RFO advised that £150 may be considered sufficient for the PC to register for VAT (the original cost being c.£1500), however all P.Cnllrs agreed that the charge would be lowered if an overall profit was likely to be made as this was not the intention.</p>	
16.06.16	<p>VAT training - 29th June 2016; P.Cnllrs noted the booking for the Clerk/RFO at this training session.</p>	
MATTERS TO BE CONSIDERED and/or RESOLVED		
16.06.17	<p>Car Parking - P.Cnllrs agreed that a meeting with Mr Sealy was now required to progress the additional car parking capacity within the village. There was a possibility of involving SWT in the management of the car park, but in the first instance P.Cnllrs SD and Mrs JA would meet with Mr Sealy with a view to encourage the weekly/daily commuters to use the recently created spaces by the station.</p>	
16.06.18	<p>Use of Lower Recreation Ground (LRG) by the Carnival Committee - Fun Day fundraiser - 14.08.2016.</p> <p>P.Cnllrs agreed that the Carnival Committee could use the LRG providing that all litter was cleared from the field once finished.</p>	Clerk
16.06.19	<p>Community Asset Transfers meeting - 28th June 2016 - see attached letter.</p> <p>P.Cnllrs agreed that P.Cnllr DW would be the most suitable person to take on this potential project longer term and would be consulted with respect to his availability.</p>	Clerk
16.06.20	<p>Logo competition - as very few entries had been received, P.Cnllrs agreed to extend the deadline until 30th June.</p> <p>The competition would be promoted on Facebook and the current entrants advised.</p>	SD Clerk
16.06.21	<p>Brocante Wash-up and Feedback - P.Cnllrs were informed that many of those involved in the Brocante were in favour of repeating the festival next year, but were recommending a need for a committee to take on the organizing role. The other major concern was the traffic management/car parking issues that demonstrated additional space on the edges of the village was required to ensure that through traffic was eliminated as far as possible.</p>	

	<p>This had been discussed extensively by the current organizers with a potential solution being recommended, i.e. to use the football pitch at the rear of the school and, if necessary the Jubilee Meadow. This solution would require permission from both WC and the PC and P.Cnllrs resolved that this be progressed in the near future.</p> <p style="text-align: right;">Proposed MissFC / seconded DC / unanimous</p>	
16.06.22	<p>Matters of an urgent matter not on the agenda; please notify the Clerk and Chairman in advance of the meeting of any additional current issues you think valid for addition to this or a following agenda - none.</p>	
MATTERS FOR NOTING		
16.06.23	<p>Report from Wiltshire Councillor - 5 issues were raised:</p> <ol style="list-style-type: none"> a. WC has an obligation to consult with social housing tenants and a higher profile of the PC in the consultation process would be welcome. b. The keys to the Sports and Library sections of the Nadder Centre will be handed over on 4th July. The rates for room hire were still unknown. c. P.Cnllr Miss FC added that the Library would be closed for a week in September to transfer books and train staff before opening a 'manned' Library from 9am to 5pm each weekday and also Saturday mornings. The Nadder Centre would be open from 7:30am to 9pm; this would allow a self-serve Library service during the unmanned hours. d. The Leisure Centre staff would be Responsible Key Holders. e. Local employment opportunities were currently available at the centre. 	
16.06.24	<p>Chairman's report - no report.</p>	
16.06.25	<p>Clerk's report - target date of July full meeting for Co-option of P.Cnllr; interviews for Admin Assistant and Youth Support Worker would be taking place in the next 4-6 weeks.</p>	
16.06.26	<p><u>Other reports:</u></p> <ol style="list-style-type: none"> a. Clarence/Highway/CATG issues - none raised. b. Nadder Centre - update from P.Cnllr DW(written); further delays should be expected, but originate from SSE and not Rydon, who continue to do an excellent job of managing the project. For example the electricity meter is only now being installed on 7th June, so vital connections cannot be made until then. Otherwise the old Nadder Hall is almost complete and many areas are being made available for multi-use purposes. c. KGVth Playground inspection/update - no current concerns. d. Lower Recreation Ground inspection /update - no current concerns. e. Footpaths - May maintenance report attached; circular walks initiative ongoing. f. Allotments - no report. g. Jubilee Meadow area - strimming has been requested. h. Area Board - no report. i. JBC - no report. j. TCSP report - noted the 14th June meeting. 	
16.06.27	<p>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:</p> <p>Accommodation - Former NatWest accommodation still requires some work before operational; future proposals to be determined.</p>	

	<p>Employee salaries - letters to all employees will be sent detailing the resolved changes to spinal points.</p> <p style="text-align: center;">Proposed DC / seconded MissFC / unanimous</p> <p>Bowls club - P.Cnllrs agreed that the remaining funds held for the club would be released on receipt of a funding application.</p> <p>Resident's letter - P.Cnllrs were made aware of a letter that had been overlooked with no response for nearly a month; the Clerk had apologised.</p>	
16.06.28	Correspondence received - see attached	
16.06.29	<p>Date of next meetings: all at 7pm in the Elizabeth Hall</p> <p>Full meeting - 5th July 2016</p> <p>Interim meeting - 21st June 2016 (if required)</p>	