

# Tisbury Parish Council - Minutes of Interim Meeting

AMENDED

Tuesday 15<sup>th</sup> October 2013 in the Elizabeth Hall, Tisbury at 6:30pm

13.10.27 Present: P.Cnllrs P. Duffy (Chairman), D. Carroll (Vice-Chairman), J. Berkley-Matthews (RFO), Mrs J. Amos, Mrs P. Chave Miss F. Corp, M. McGrath Mrs A. West - 8.  
Also in attendance: WCnllr T. Deane; Mrs S. Harry (Clerk).  
Apologies received and accepted - P.Cnllrs noted the apologies and reasons available from MsJI and DW. The apology from the latter was accepted, but the apology from the former was accepted only following a split vote. All P.Cnllrs would be circulated with a reminder that it was a duty of a Parish Councillor to attend each meeting for which a summons had been issued unless a valid reason was given to the meeting. Clerk  
Not present - n/a.  
 Note: P.Cnllrs noted that MsJI was unwell on the evening of 15<sup>th</sup> October interim meeting.

- 13.10.28
- 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 already declared in the Register of Interests - none.

13.10.29 Public Participation and Presentations:  
 The Clerk spoke on behalf of the CEV who, in updating the Emergency Plan and Flooding Plan, had a number of topics that required P.Cnllr input. The following being agreed by P.Cnllrs:

- a. the Emergency Plan, Flood Plan and Snow/Ice Plan be rationalized into one document.
- b. The nominated potential control points (with permission from the appropriate persons/body) be the Doctors' Surgery, Hinton Hall, Nadder Hall/Sports Centre.
- c. Wiltshire Council be requested for details of the evacuation and shelter plan for the Nadder Close complex, as this area was without any supervision for the majority of time. Albany House residents did however have the benefit of 24 hour care.
- d. Potential facilities for the temporary homeless to be documented with contact details and numbers of key holders.
- e. A substantial Salt Depot be established in an area to be decided; suggestions were Police Station, Fire Station etc.
- f. Nominated contacts for parish emergency => PD/DC/MMcG/JBM.

**PLANNING MATTERS**

13.10.30 P.Cnllrs noted that WC would be hosting a series of neighbourhood planning events which will offer various learning opportunities, the sharing of best practice and a chance to obtain advice from Wiltshire Council on matters related to neighbourhood planning. Further details will be sent out soon.

**FINANCE MATTERS**

13.10.31 **Council Support Grant Questionnaire from WC for the 2014/15 precept**  
 The RFO ran through the pertinent points in the notes circulated with the agenda pack before explaining the rationale behind each answer drafted by the RFO and Clerk. P.Cnllrs discussed each answer in detail and took advice from WCnllr TD on the wider impact on parish and town councils throughout Wiltshire. P.Cnllrs were particularly directed to note the potential for capping and to consider the implications for the budget required in 2014/15, rather than the effect on the precept, especially as the council tax base figure was still not known.  
 The final answers are included as appendix A to the minutes, and will be returned to WC as requested. Clerk  
**Proposed JBM/ seconded DC /unanimous**

13.10.32 **Revision of 2013/14the budget**  
 P.Cnllrs considered the issues and suggestions as presented in the notes contained in

	<p>the agenda pack. After considerable discussion the items below were approved as detailed:</p> <p>i. overall hours for the Village Warden to remain the same, but targeted activities to be carried out on a regular basis, e.g. weeding of Church Walk once a month, weeding of paved area adjacent to the public toilets once a month, but in a different week etc.</p> <p>ii. to enable relaying of the Astroturf surface (enhanced with a shock absorbing sub-surface), use of £1600 from reserves to purchase football end nets.</p> <p>iii. Clerk to investigate further the gate on the Toddlers' play area at KGVth playing field; modification by the Blacksmith (at a cost of c.£100) noted as preferable to a completely new gate at c.£1400.</p> <p>iv. vire the Community Composting grant of £500 to funding of small grants for local village groups; awarding of grants timetabled for January meeting.</p> <p>The changes are recorded on the appended sheets detailing actual and projected expenditure in 2013/14 and the reserves analysis.</p> <p style="text-align: center;"><b>Proposed JBM/ seconded MrsJA/unanimous</b></p> <p>Other areas of expenditure identified in the notes circulated in the agenda pack, but not proposed for inclusion in the 2013/14 budget were:</p> <p>v. Space Net area - take up and dispose wetpour and replace with grass seed or turf; this could be done with R2 monies following completion of the SK8 park if, for example, a Youth Shelter was installed.</p> <p>vi. repair of all wetpour surface edges that have shrunk away from the battened sides - currently estimated at £3465; awaiting play inspection report for suggested action.</p> <p>The final figures for the 2013/14 revised budget and the effect on reserves are included as appendix B and appendix C to the minutes.</p>	Clerk
13.10.33	<p><b>2014/15 - draft budget / precept</b> - P.Cnllrs considered a first draft of figures previously circulated with the agenda pack, before agreeing the following figures that are included as a revised draft in appendix D to the minutes:</p> <p>Composting group grant - no budget  Joint Burial Committee - £240  Small grants - £1000  Contribution to reserves - tbc</p> <p>P.Cnllrs noted that the council tax charge for a Band 'D' property could not be determined until the council tax base figure had been released by WC.</p>	Clerk  Clerk
13.10.34	<p><b>R2 monies</b> - P.Cnllrs noted the WTPC proposal to transfer expiring R2 monies to TPC for on suitable facilities. Authorisation was currently being obtained from WC to spend this money on a rotating dish as an enhanced replacement of the Tulip roundabout in the Toddler area on the KGVth playing field.</p>	Clerk
13.10.35	<p><b>Potential funding of speed humps in Squalls Lane</b> - P.Cnllrs resolved to support this proposal if no costs fell to the PC.</p> <p>WCnllr TD indicated that he would raise the issue at the next CATG meeting.</p> <p style="text-align: right;"><b>Proposed PD/ seconded DC/unanimous</b></p>	TD
<b>OTHER MATTERS</b>		
13.10.36	<p><b>Campus Location proposals</b> - The Chairman talked through the main points of the report previously circulated with the agenda pack before asking for any comments or thoughts from the other Councillors; the main point being that the current campus proposals be put on hold pending a feasibility study to re-locate to the former Parmiter site.</p> <p>However, a resolution was proposed and seconded without any discussion, stating that to delay the campus project would potentially halt the current project altogether; instead, the PC should back the current project 100%.</p> <p style="text-align: right;"><b>Proposed MMcG/ seconded MissFC /5 in favour with 3 against</b></p>	
	<p>Date and time of next meetings:  Full meeting - Tuesday 5<sup>th</sup> November 2013 @ 7pm  plus planning/consultation meetings as advised</p>	

There being no other business, the meeting finished at 8:21pm.

APPENDIX A

**Council Tax Support (formally Council Tax Benefit)  
Impact on Town and Parish Councils**

**Consultation Questionnaire**

Please return to [communications@wiltshire.gov.uk](mailto:communications@wiltshire.gov.uk) with the subject 'Council Tax Support' before the 4 November 2013

- A. What level of grant does your Parish Council think would be reasonable given the shortfall of funding being provided by the Coalition?

Options	Comment
a. nil;	
b. Reduce by Settlement Funding Assessment reduction	
c. Other	50%

- B. Should all councils be supported to the same extent, or should the grant be concentrated on those Councils where the impact is greatest?

YES/NO – [see comment below.](#)

Comment

[Councils should be supported using the same ratio calculation as 2013/14.](#)

- C. Does your Council support Town and Parish Councils being independent and not relying on a grant, if so over how many years would you wish to see this achieved?

YES

Comment

3 years

- D. If you received no grant or a reduced grant would you favour a large increase in precept in 2014-15 to compensate for this or would you look to spread this over the next four years?

[A large increase in the first instance.](#)

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Comment

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The council needs to dip into reserves in this year and maybe in following years as it is; the playgrounds are in need of maintenance and there was no increase at all last year.

We wouldn't want to risk being capped.

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- E. If the Coalition were to introduce a precept cap does your Council have sufficient reserves to compensate for a reduction in grant?

NO

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Comment

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- F. Have you plans to reduce your budget over the next four years?

NO - no immediate plans anyway.

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Comment

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Need to maintain current level to cope with the delegated services taken on from Wiltshire Council; car park & public toilets and new joint working initiatives such as snow & ice work - more expected in the future?

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Also, the PC has no office accommodation in the village - really needs a base for effective service to the local residents.

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- G. Are there any other issues you think we should consider?

1. Encourage parish and town councils to compile 3 year (min) cash flows leading to a Business Plan.
  2. Merge parish councils where possible.
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**Thank you for completing this questionnaire.**



2013/14 Budget revision -10/2013		2013/14	2013/14	2013/14	+ / -
Planned and actual transactions		projected	original	revised	projected items
		£	£		
<b>INCOME</b>					
Precept		42,542	42,542		
Public Toilets & Car Park		6,000	6,000		
	<b>TOTAL</b>	48,542	48,542		
<b>EXPENDITURE</b>					
Public Toilets		2,206	1,000	2500	-294
Car Park		819	2,500	1000	-181
Section 137 payments		149	200	200	-51
Accommodation		650	650	650	0
Office expenses		990	750	1000	-10
Salaries		25,660	25,380	25660	0
Subscriptions eg WALC, SLCC, Community First		755	650	755	0
Insurance		1,267	2,200	2200	-933
Audit		525	600	525	0
Professional Fees		297	300	300	-3
Grants paid out:					
Tisbury Youth Development Centre		300	300	300	0
Community Composting			500		
Joint Burial Grounds		241	241	241	0
Swimming pool		513	515	513	0
Extra night for Youth Club		2,000	2,000	2000	0
Amenity maintenance		2,695	3,000	3,000	-305
Equipment & repairs		9,900	1,000	9900	0
Courses		104	200	150	-46
Chairman's Fund		100	100	100	0
Website development / maintenance		690	400	690	0
Newsletters		100	-	50	50
Village Design Statement		-	-	100	-100
Visit Wiltshire		400	400	400	0
<b>Extras:</b>					0
	Small grants?	500			500
	<b>total</b>	<b>50,861</b>	<b>42,886</b>	<b>52,234</b>	<b>-1,373</b>

	Remaining reserves November 2013
	£
Amenity maintenance & renewals	0
TPC office set-up	2650
Public Toilets	3059
Car Park	3467
Insurance	973
Neighbourhood Plan	1000
General	9535
<b>TOTAL</b>	<b>20,684</b>
Note:	
Funds held for others	£4,762

2014/15 draft budget			2013/14	2013/14	2014/15	2014/15
Planned and actual transactions		projected	original	revised	draft 1-15.10.2013	draft 2-05.11.2013
<b>EXPENDITURE</b>						
Public Toilets		2,206	1,000	2500	2500	2500
Car Park		819	2,500	1000	2000	2000
Section 137 payments		149	200	200	200	200
Accommodation		650	650	650	650	650
Office expenses		990	750	1000	1000	1000
Salaries		25,410	25,380	25660	25500	25500
Subscriptions eg WALC, SLCC,		755	650	755	800	800
Insurance		1,267	2,200	2200	2200	2200
Audit		525	600	525	650	650
Professional Fees		297	300	300	325	325
Grants paid out						
	Tisbury Youth Development Centre	300	300	300	300	300
	Community Composting	500	500			0
	Joint Burial Grounds	241	241	241		240
	Swimming pool	513	515	513	515	515
	Extra night for Youth Club	2,000	2,000	2000	2000	2000
	Amenity maintenance	2,695	3,000	3,000	3000	3000
	Equipment & repairs	8,108	1,000	9900	1000	1000
	Courses	104	200	150	200	200
	Chairman's Fund	100	100	100	100	100
	Website etc	690	400	690	0	0
	Newsletters	100	-	50	100	100
	Village Design Statement	-	-	100	0	0
	Visit Wiltshire	400	400	400	400	400
<b>Extras:</b>						
	Small grants				1000	1000
	contribution to reserves					?
		<b>48,818</b>	<b>42,886</b>	<b>52,234</b>	<b>44440</b>	<b>44680</b>