

Tisbury Parish Council

Minutes of Meeting – Tuesday 3rd November 2020

Questions or Statements

- a. The adjacent neighbour to the applicants of the Knapp planning application (20/08971) spoke against the proposal due to the proximity of the new construction to the boundary that would severely reduce her privacy along with ongoing maintenance.

Report from Wiltshire Councillor

Not present at this time.

MEETING MINUTES

(*responsibility for action)

20.11.01

Those present:

Parish Councillors S. Davison (Chairman), Mrs J. Amos, R. Beattie, Miss F. Corp, Ms E. Coyle-Camp (from 7:09pm), P. Duffy – until 7:45pm), Ms J. Ings, G. Murray - 8.

Also in attendance: Wiltshire Councillor T. Deane – from 8.18pm; West Tisbury Parish Councillor J. Selby; up to 1 resident; Mrs S. Harry (Clerk).

20.11.02

A. Declarations of Interest

- 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.

B. Dispensations: none.

20.11.03

Resolution of minutes: * Clerk

- a. October 1 Meeting – 6th October 2020; **FC/JA - unanimous of those present (7)**
- b. October 2 Meeting – 20th October 2020; **JA/FC – unanimous of those present (5)**

PLANNING MATTERS for decisions or noting

20.11.04

Planning Applications for resolution

20/08971/FUL The Knapp, Vicarage Road, Tisbury, SP3 6HZ

Remove existing timber conservatory and construct replacement oak framed conservatory.

Install solar PV array on existing outbuilding roof

Following a long discussion, Parish Councillors resolved to offer no objections; **JA/RAB (7.09pm)** * Clerk

20/09244/LBC The Knapp, Vicarage Road, Tisbury, SP3 6HZ

Remove existing timber conservatory and construct replacement oak framed conservatory.

Install solar PV array on existing outbuilding roof

Parish Councillors agreed not to offer any comments on the Listed Building aspect of the proposal; instead that the views of the Conservation Officer should determine the application. * Clerk

20/09231/TCA Market Cross Cottage, Hindon Lane, Tisbury, SP3 6PZ

Conifer tree to fell to hedge height and Cherry tree to reduce crown by up to 3m

Delegated decision of 'no objection' by Tree Warden and Clerk

20/09227/TCA Quince Cottage, Duck Street, Tisbury, SP3 6LJ

Apple tree fell due to significant rot in stem making it unstable

Delegated decision of 'no objection' by Tree Warden and Clerk, with a note that the trunk of the Cherry tree should be retained at a height of 6-8 feet, to provide an ongoing habitat for birds and insects. * Clerk

20/09233/TCA Bowling Green South Of 40, Nadder Close, Tisbury

Leylandii - T15 /T18 Fell **Delegated decision of 'no objection' by Tree Warden and Clerk**

20.11.05

Other Planning Matters for noting

- a. Determinations worksheet of recent decisions – noted.
- b. Response to the Government White Paper – The Future of Planning response was noted and is attached as a separate **Appendix A**. Parish Councillors agreed the importance of clarifying the status of Areas of Outstanding Natural Beauty (AONB) relative to that of National Parks; i.e. the former falling under the governance of the Local Authority, while the latter had their own governing body. A great deal of TisPlan was underpinned by the AONB Management Plan and this would be helpful.
- c. Proposed plans for TisPlan review – it was noted that the necessity for amendments to TisPlan as an ongoing process to prevent future development outside any of the designated areas could be achieved most probably without the need for further referenda by making changes within defined criteria, but always dependent on the considered views of the independent examiner.

FINANCIAL MATTERS – * Clerk

Financial Approvals - see Appendices B,C,D & E.

20.11.06

- a. Current, deposit and petty cash account reconciliations; **unanimously resolved – JA/GM**
- b. Retrospective payment approval for period 01.10.2020 to 31.10.2020 for debit card and faster payments; **unanimously resolved – GM / JI**

20.11.07

April to October 2020 Spends against budget – following an initial discussion, Parish Councillors agreed that the updated figures be presented again at the December meeting.

20.11.08

Review of Financial Risk Register – Parish Councillors agreed the recommendations presented as necessary changes due to the Covid pandemic; **unanimously resolved – JA/GM**

MATTERS REQUIRING Consideration/Resolution

20.11.09

Potential Tisbury PC Logo – this item was deferred until the next meeting.

20.11.10

Agricultural Vehicles – damage to Church Street – Parish Councillors noted the points raised in the notes of the latest South West Community Safety Partnership meeting (SWCSP) and also the reports of residents from Hindon Lane and Church Street. The Clerk would be reporting the concerns of residents to the Police contact; residents had been advised to log specific events and take photographs as evidence where possible.

(8.18pm)

*** Clerk**

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20.11.11

Tisbury Library – Wiltshire Councillor Deane reported that he had met with a Wiltshire Council Officer (Jess Gibbons) to address any issues with the re-opening of Tisbury Library. This was due to be in November, but was now unlikely due to the increasing Covid-19 cases.

20.11.12

Items for Information:

- a. Tisbury PC website migration – the Clerk reported that this was currently underway and should be finished soon.
- b. Youth Hub construction – Parish Councillors noted that the end date for submission of quotes had been extended by 1 month due to many contractors' request.
- c. Remembrance Commemoration Wreath Laying – Parish Councillors agreed that Parish Council wreath would be laid by Liz Coyle-Camp.
- d. Wiltshire Councillor Deane updated the meeting with the following Covid-19 messages (with permission from the Chairman):
 - i. Future direction of TNR; fuel/food poverty.
 - ii. Huge increase in Universal Credit benefit payments.
 - iii. Challenges concerning 'holiday hunger'.
 - iv. Potential grant funding from Area Board / Wiltshire Council / Parish Council.
 - v. GDPR issues.

20.11.13

Correspondence – see 'numbers' document; in particular:

- a. 19-22.10.2020 – Agricultural vehicles using Church Street – see item 20.11.10
- b. 19.10.2020 – SK8 Park use when wet; advice received from mature, experienced skate park users indicated that concrete skate parks were known to become very slippery when wet and should not be used.

20.11.14

Items for next agenda – small grants; 24hr defibrillator access; measures to prevent parking on double yellow lines on the High Street. Tisbury Neighbourhood Response; SK8 Park retention money reserve.

20.11.15

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.

- a. Resolution to exclude the press and public as above; **resolved – GM / JI**
- b. Proposed plans for TisPlan review – suggested priorities; Parish Councillors will be circulated with the listing as discussed at the meeting and this would remain confidential. However, Councillors were asked to give consideration to forming a small working group to take TisPlan reviews forward, whilst the Plan is still less than 2 years old and not to wait until a review becomes urgent. Evidence of good consultation with the community is still paramount and inevitably is a time-consuming process. * **Clerk**

20.11.16

Date of next meetings: all at 7pm unless otherwise stated:

- a. Tuesday 17th November 2020 – no public meeting
- b. Tuesday 1st December 2020

There being no other business, the meeting concluded at 9:20pm.

**Bank Reconciliation Statement as at 31/10/2020
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	31/10/2020	188	120,115.90
			<hr/> 120,115.90
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
20/10/2020 301023 The Poppy Appeal		50.00	
26/10/2020 DC3078 TRavis Perkins		52.90	
			<hr/> 102.90
			120,013.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			120,013.00
		Balance per Cash Book is :-	120,013.00
		Difference is :-	0.00

Bank Reconciliation Statement as at 31/10/2020
for Cashbook 3 - Deposit Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Deposit Account	31/10/2020	112	20,053.74
			<hr/> 20,053.74
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			20,053.74
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			20,053.74
		Balance per Cash Book is :-	20,053.74
		Difference is :-	0.00

Bank Reconciliation Statement as at 31/10/2020
for Cashbook 2 - Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/10/2020	44	4.42
			<u>4.42</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			4.42
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			4.42
		Balance per Cash Book is :-	4.42
		Difference is :-	0.00

List of Payments made between 01/10/2020 and 31/10/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2020	Employee 2	FP1065	488.99		Salary
01/10/2020	Employee 06	FP1066	379.94		Salary
01/10/2020	Employee 07	FP1067	43.84		Salary
01/10/2020	TEEC	FP1068	528.00		Website migration
01/10/2020	Amy Burnett	FP1069	100.00		NHP amendments
01/10/2020	Tisbury Football Club	FP1070	5,000.00		Stage 4 R4 payments
01/10/2020	Joint Burial Committee	FP1071	625.00		Precept draw down
01/10/2020	AndyVan	FP1072	117.25		PT supplies
01/10/2020	Water2Business	DD35123	545.30		PT water bill - 18 months
02/10/2020	TRavis Perkins	DC3069	29.69		Socket extension reel
03/10/2020	Ryman	DC3068	7.98		Index cards
05/10/2020	Hewlett Packard	DD35124	53.05		Printer lease
05/10/2020	SLCC Enterprises Ltd	DC3070	36.00		Access Excel Docs
05/10/2020	SLCC Enterprises Ltd	DC3071	36.00		Access Word + PDF docs
07/10/2020	SLCC Enterprises Ltd	DC3072	84.00		Planning for the Future
09/10/2020	Microshade Business Consultant	FP1073	164.70		Cloud hosting
09/10/2020	Tisbury Supplies Ltd	FP1074	7.50		Grass seed
09/10/2020	Google	DC3073	1.59		Cloud storage
12/10/2020	Shutterstock	DC3074	22.80		Monthly sub
15/10/2020	Employee 02	BSO OCT 02	1,400.00		Salary
15/10/2020	West Mercia Electricity	DD35125	20.92		Electricity
16/10/2020	Employee 06	BSO OCT 06	740.00		salary
16/10/2020	Employee 07	BSO OCT 07	269.62		Salary
16/10/2020	WALC	FP1075	36.00		Councillor training
16/10/2020	Smart Numbers	DD35216	105.43		VOIP + 2 sim cards
20/10/2020	The Poppy Appeal	301023	50.00		Poppy Wreath
20/10/2020	SCREWFIX	DC3075	30.36		Broom heads+ handles
21/10/2020	Carole Buksh	FP1076	86.40		Payroll Service
21/10/2020	Newlands Training Ltd	FP1077	432.00		Brushcutter Training
21/10/2020	Wiltshire Council	FP1078	400.00		Supply/install 4no litter bins
21/10/2020	Wiltshire Council	FP1079	1,735.00		Youth Hub utility bills
22/10/2020	Petty Cash	T3 2021	100.00		Petty Cash monies
22/10/2020	HMRC	DC3076	590.04		Tax & NI
23/10/2020	Cartridge People	DC3077	59.46		Replacement cartridge
26/10/2020	BIFFA	DD35127	224.28		Waste collection
26/10/2020	TRavis Perkins	DC3078	52.90		Hand tool, post & postcrete
28/10/2020	Redshank Office Supplies	DC3079	150.00		Engineer visit re EPSON WF

Total Payments	14,754.04
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