

Tisbury Parish Council

Minutes of Meeting - Tuesday 15th December 2020

The Reading Room, High Street, TISBURY, SP3 6LD

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(held virtually using Google Meet)

Questions and Statements:

- a. A statement was made by a prospective candidate for co-option at the January meeting. Parish Councillors asked questions and a short discussion ensued.

Report from Wiltshire Councillor – 6 issues were raised:

- a. CATG meeting to take place on 16th December; a couple of specific schemes in Tisbury will be discussed.
- b. Grants of £400 for new Finger Posts are available from the Area Board.
- c. Covid-19 – a case now known about in a local area.
- d. Nadder Close sheltered accommodation – funding required for adaptation of the accommodation for a potential resident using a self-propelled wheelchair is currently being sought.
- e. Re-positioning of the defibrillator in the Nadder Centre to allow external access on a 24-hour basis now being looked at.
- f. Residents' concerns with low flying aircraft were being raised with Wiltshire Council Officers / Councillors, but with little success at present.

Questions were also asked by Parish Councillors:

- g. Arundell House – being promoted as a micro-wedding venue for up to 60 guests without any apparent planning or other type of permission. With the limited visibility from the drive on to Hindon Lane, the tight turn in to the property and up to 40 cars there would inevitably be problems with parking around the village
- h. Tisbury Library – due to open on 18th January; noted that the 28 volunteers now reduced to 18.
- i. Night-time lighting at the Nadder Centre – will be queried by Wiltshire Councillor Deane, but noted that the lighting was LED downlights.

MEETING MINUTES

(*responsibility for action)

20.12.20

Those present:

Parish Councillors S. Davison (Chairman), Mrs J. Amos, Miss F. Corp, Ms E. Coyle-Camp, Ms J. Ings, G. Murray – 6.

Also in attendance: Wiltshire Councillor T. Deane; 1 member of the public; Mrs S. Harry (Clerk).

Parish Councillors unanimously agreed to receive and accept apologies from:
Parish Councillors R. Beattie, P. Duffy.

20.12.21

Declarations of Interest:

Any Parish Councillor wishing to declare interests should do so at this point:

- 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 – Parish Councillor E. Coyle-Camp with respect to 20.12.23a.i. as co-Chairman of Tisbury Neighbourhood Response (TNR). *Clerk
- c. dispensations: none; Parish Councillor E. Coyle-Camp did not take part in the discussion of the item or vote on the resolution. *Clerk

20.12.22

Resolution of minutes:

- a. November 2 Meeting – 17th November 2020; the informal notes were **unanimously agreed as correct** by those present at the meeting. *Clerk
- b. December 1 Meeting – 1st December 2020; resolved – **JA / ECC; unanimous of those present.** *Clerk

FINANCIAL MATTERS – resolutions required

20.12.23

a. Financial Approvals

- i. Financial transfers agreed at the 17/11/2020 meeting: **(ECC excluded from discussion and vote)**
 - Monies held by Tisbury Neighbourhood Response (TNR) in the NewVic account had been assessed and it was judged that monies already expended by Tisbury PC could be refunded for further ongoing purchase of PPE equipment and materials in the remaining financial year.
 - The remaining TNR monies in the NewVic account would either be returned to the original grant money provider or, with the agreement of Tisbury PC, placed in a Tisbury PC reserve account and held for potential future drawdown.Parish Councillors resolved the 2 actions recommended above – 20.12.23i.
FC/GM – unanimous of those voting (5) *Clerk
- ii. Bank reconciliations – P.Cnllrs resolved the reconciliations presented; Appendix A
GM/JA – unanimous *Clerk
- iii. Retrospective payments – P.Cnllrs resolved the retrospective payments presented; Appendix B
GM/FC – unanimous *Clerk
- iv. Training for Clerk/RFO – Parish Councillors resolved the Clerk's attendance at:
 - The Regional Training Seminar: 24th March – cost £45
 - Practitioners' Conference: 23rd -25th February incl. - cost £75**Jl/JA – unanimous *Clerk**

20.12.24

b. Precept consideration

- i. Revised budget figures – Parish Councillors noted the following comments and information previously circulated:

Newsletter – no newsletter has been issued over the last 2 years and unlikely in the current financial year now, BUT elections are coming up and this budget could/should be used to get interest in becoming a Parish Councillor.

Considerate Tisbury – if this is progressed, then this budget will easily be used on the physical signage and definitely more on replacements and potential new topics.

Waste Collection – previously agreed to double this budget to accommodate residents' requests for a 'tidier' village.

Playground Equipment (200/4350 & 250/4545) – apart from the swing basket area and spinning cup, both on KGV, the majority of equipment is 10-20 years old and has had no regular maintenance. The current practice of regular disinfection (alcohol and chlorine based products) will also be taking a toll on the equipment.

Example price to replace 1 basketball hoop with board is £1500; toddler spinning / rocking / climbing items will be £4-5,000, with the toddler multiplay slide/ladder item approx. £8,000.

Grounds Maintenance – predominately signage, fencing, gates, mowing, strimming, trees and hedging – constant and ongoing.

Skate Park – current need for interim fencing and hedging whips; once in place and if remain undamaged then potentially the current expenditure can be absorbed in to the Grounds Maintenance budget.

CATG – current reserves are £5,700; suggest £4,300 is budget for 2021 to cover cost of 20mph extensions (remembering that 2 roads were added to the original estimate; Tisbury Row and Duck Street). Current year spending will include all Speed Indicator Device expenditure (additional mountings for pole extensions, brackets & pole + base units c. £450), blue signage at the entrance to The Quarry and potential expenditure on additional 20mph signs and roundels on Hindon Lane in particular pending the result of an updated traffic count recommended by the CATG Engineer.

Public Toilets/Car Park/Tisbury Youth – any underspends on these budgets currently go towards the revamp of the Toilets and the paved area around building, resurfacing /re-marking the car park and new Youth Hub respectively.

Parish Councillor GM spoke in support of holding the budget amounts of the 2020/21 budget due to the tough financial time that many residents were experiencing.

Several factors were discussed (figures rounded):

- An additional £1500 had already been agreed for additional waste collection following complaints from residents about litter and weeds over the last year resulting in a 100% overspend at 6 months.
- TNR had refunded approximately £3,000 to the Parish Council that had been spent on their behalf and would be available for the same budget head without the need to increase that budget figure for 2021/22.
- Noted that if the total budget figure remains at the same level, council tax due in 2021/22 to the parish council would increase by £0.91 for a Band D property over the whole year, due to less properties sharing the same amount.
- If budgets were not adequate or overspent in 2021/22, there was some flexibility in the use of reserves.

- There were some views expressed that felt increased budgets in some areas could benefit the local economy; amenity maintenance in particular.
- The Government had confirmed another year of not penalizing councils that increased spending or increasing reserves; this would not be guaranteed in future years.

Parish Councillors discussed the effect of the above on the budget figures and agreed to defer a final decision until the January meeting.

- ii. Effect on precept – Councillors briefly considered the precept calculator on the current 2021/22 budget scenario presented, i.e., retaining the same budget as 2020/21; noting that any budgets or reserves increased, as a rough guide, would result in an increase of c.£1 per year increase on a Band D property.
- iii. Revised reserves figures – Councillors noted the current reserves figures following additions /changes to Elections, Tisbury Neighbourhood Resilience, SK8 Park retention and s137 figures; Appendix C. *Clerk

20.12.25

c. **Youth Hub replacement** – the Clerk confirmed that only 2 quotes had been submitted;

Company A (local) – approx. £106,000 using specification as advertised

Company B (not local, but visited the site) – approx. £22,600 using a concrete block alternative with a ‘wooden-effect’ finish – further details had been requested.

Councillors noted the future decisions required:

- Which, if any, proposal to take forward.
- Would refurbishment of the current pavilion be a better use of money available; especially with ongoing maintenance of 2 buildings in the short term at least.

After a short discussion, councillors deferred a decision until the January meeting and knowing that a meeting was to be held with a local builder to advise on all the options available. *Clerk

PLANNING MATTERS – resolutions required

20.12.26

a. **Planning Applications:**

20/10268/FUL - 1 Morrison Avenue, Tisbury, SP3 6GX

Single storey rear garden room

Parish Councillors resolved ‘no objections’ to this application.

GM/ECC; 4 in favour with 2 abstentions *Clerk

20/10222/TCA - Vicarage Studio, Churchill Close, Tisbury, SP3 6HX

Styphnolobium japonicum (Japanese Pagoda tree - remove branch fouling power line & reduce limbs and attached ivy overhanging Orchard Lea back to boundary (22.12.20)

Delegated ‘no objection’ by Tree Warden and Clerk

20.12.27

b. Other Planning Matters

i. Street Trading Licence – ‘Tis the Future Refill Bus.

Parish Councillors noted that the current application for a pitch on the Square had not been withdrawn and the Street Trading section would like a formal answer from the Parish Council.

Parish Councillors therefore resolved to ‘object’ for safety reasons and following advice from the Area Highways Engineer. **ECC/JI - unanimous *Clerk**

ii. 5-year land supply for housing in Wiltshire

Parish councillors noted that there was still no figure issued for the 5-year land supply and therefore any Neighbourhood Plan older than 2 years was at risk; although Trowbridge and Chippenham currently satisfy the housing requirement. It was noted that consultation on a new Local Plan would be starting in January and that the figure for Tisbury was expected to increase to 60 properties from 40.

iii. TisPlan – the future process

From November 2021 TisPlan would be 2 years old and a working group will be required to balance the need for review, with minor amendments following consultation but not a referendum.

It was noted that all current copies of TisPlan need to be destroyed and replaced with the final approved version following amendments for layout, errors etc. The 2036 date is in alignment with the Local Plan and will need to be kept under constant review and subsequent revision. ***Clerk**

iv. First Homes

Included in the white paper; the government is pushing for affordable housing for sale at a discount rather than rental; a report is included at Appendix D. Councillors noted and unanimously agreed that the concerns highlighted in the report had implications for Community Land Trusts and these concerns would need to be re-iterated at every opportunity.

MATTERS REQUIRING Consideration/Resolution

20.12.28

Revised Tisbury PC Logo – final version to be used as a part of the letterhead; to be forwarded to the Clerk for use; strap lines would also be considered. *** ECC / *Clerk**

20.12.29

Items for Information:

a. Responses to Clerk’s requests for information on agricultural vehicles travelling at speed and damaging kerbs and property, priority system for Hindon Lane, alternative Community Speed Watch site etc.

The response from the Police was wide ranging and gave suggested courses of action; these would be followed up, but Councillors felt that a true appreciation of the problems was limited and would require further explanation and exploration. ***Clerk**

b. Climate Change survey – noted that the Chairman had responded on behalf of the Parish Council.

- c. Tisbury PC website – the site was nearing completion but waiting final amendments from the developers.

20.12.30

Items for next agenda:

Co-option of Parish Councillor
Precept decision
Local Plan consultation

20.12.31

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; **JA/JI - unanimous**
- B. verbal report & confidential discussion c.f. TisPlan Housing sites update.

20.12.32

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

- a. Tuesday 12th January 2021
- b. Tuesday 2nd February 2021

There being no other business, the meeting concluded at 8:40pm.

Date: 12/12/2020

Tisbury Parish Council

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Time: 19:34

Bank Reconciliation up to 30/11/2020 for Cashbook No 1 - Current Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
20/10/2020	301023	50.00			50.00	<input type="checkbox"/>	The Poppy Appeal
26/10/2020	DC3078	52.90		52.90		R <input checked="" type="checkbox"/>	TRavis Perkins
03/11/2020	FP1080	23.28		23.28		R <input checked="" type="checkbox"/>	Employee 7
03/11/2020	FP1081	126.00		126.00		R <input checked="" type="checkbox"/>	Employee 11
03/11/2020	FP1082	19.94		19.94		R <input checked="" type="checkbox"/>	Employee 6
03/11/2020	FP1083	1,410.00		1,410.00		R <input checked="" type="checkbox"/>	Rob Pearce
03/11/2020	FP1084	250.00		250.00		R <input checked="" type="checkbox"/>	Tisbury Swimming Pool
03/11/2020	FP1085	526.80		526.80		R <input checked="" type="checkbox"/>	Visit wiltshire
03/11/2020	FP1086	92.64		92.64		R <input checked="" type="checkbox"/>	AndyVan
03/11/2020	FP1087	200.00		200.00		R <input checked="" type="checkbox"/>	R.Russell (Ivy Blue)
04/11/2020	DD35128	53.05		53.05		R <input checked="" type="checkbox"/>	Hewlett Packard
04/11/2020	DD35129	153.90		153.90		R <input checked="" type="checkbox"/>	Hewlett Packard
06/11/2020	DC3080	11.00		11.00		R <input checked="" type="checkbox"/>	Post Office
10/11/2020	DC3081	1.59		1.59		R <input checked="" type="checkbox"/>	Google
12/11/2020	DC3082	22.80		22.80		R <input checked="" type="checkbox"/>	Shutterstock
16/11/2020	BSONOV 07	269.62		269.62		R <input checked="" type="checkbox"/>	Employee 07
16/11/2020	BSONOV 06	740.00		740.00		R <input checked="" type="checkbox"/>	Employee 06
16/11/2020	BSONOV 02	1,400.00		1,400.00		R <input checked="" type="checkbox"/>	Employee 02
16/11/2020	FP1088	144.00		144.00		R <input checked="" type="checkbox"/>	ECS
16/11/2020	FP1089	72.90		72.90		R <input checked="" type="checkbox"/>	AndyVan
16/11/2020	DC3083	479.05		479.05		R <input checked="" type="checkbox"/>	John Lewis
16/11/2020	DC3084	612.18		612.18		R <input checked="" type="checkbox"/>	HMRC
17/11/2020	DD35130	87.38		87.38		R <input checked="" type="checkbox"/>	West Mercia Electricity
17/11/2020	DD35132	220.83		220.83		R <input checked="" type="checkbox"/>	BIFFA
17/11/2020	TNR refund		3,219.00	3,219.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/11/2020	TNR test		5.00	5.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/11/2020	TNRgrant£s		6,001.61	6,001.61		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/11/2020	DD35131	105.43		105.43		R <input checked="" type="checkbox"/>	Smart Numbers
19/11/2020	FP1090	292.50		292.50		R <input checked="" type="checkbox"/>	LightATouch
		<u>7,417.79</u>	<u>9,225.61</u>				

Bank Reconciliation Statement as at 30/11/2020
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	30/11/2020	190	121,973.72
			<hr/> 121,973.72
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
20/10/2020 301023 The Poppy Appeal		50.00	
			<hr/> 50.00
			121,923.72
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			121,923.72
		Balance per Cash Book is :-	121,923.72
		Difference is :-	0.00

Date: 13/12/2020

Tisbury Parish Council

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Time: 16:04

Current Bank A/c

List of Payments made between 01/11/2020 and 30/11/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/11/2020	Employee 7	FP1080	23.28		salary reconciliation
03/11/2020	Employee 11	FP1081	126.00		salary
03/11/2020	Employee 6	FP1082	19.94		salary reconciliation
03/11/2020	Rob Pearce	FP1083	1,410.00		Grass & hedge cutting
03/11/2020	Tisbury Swimming Pool	FP1084	250.00		October Donation
03/11/2020	Visit wiltshire	FP1085	526.80		Annual membership
03/11/2020	AndyVan	FP1086	92.64		PT cleaning supplies
03/11/2020	R.Russell (Ivy Blue)	FP1087	200.00		Poster design
04/11/2020	Hewlett Packard	DD35128	53.05		Printer Lease
04/11/2020	Hewlett Packard	DD35129	153.90		Printer lease
06/11/2020	Post Office	DC3080	11.00		postage
10/11/2020	Google	DC3081	1.59		Cloud Storage
12/11/2020	Shutterstock	DC3082	22.80		Shutterstock images
16/11/2020	Employee 07	BSONOV 07	269.62		salary
16/11/2020	Employee 06	BSONOV 06	740.00		salary
16/11/2020	Employee 02	BSONOV 02	1,400.00		salary
16/11/2020	ECS	FP1088	144.00		electrical works
16/11/2020	AndyVan	FP1089	72.90		PT supplies
16/11/2020	John Lewis	DC3083	479.05		Dell Laptop
16/11/2020	HMRC	DC3084	612.18		Tax/NI
17/11/2020	West Mercia Electricity	DD35130	87.38		Electricity
17/11/2020	BIFFA	DD35132	220.83		Waste collection
18/11/2020	Smart Numbers	DD35131	105.43		VOIP + 2 sim cards
19/11/2020	LightATouch	FP1090	292.50		Internal Audit
Total Payments			7,314.89		

12/12/2020
19:09

Tisbury Parish Council
Earmarked Reserves

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<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR - Amenities Maintenance	316.00		316.00
321 EMR - Office Setup	0.00		0.00
322 EMR - Public Toilets	15,327.00		15,327.00
323 EMR - Car Park	10,490.00		10,490.00
324 EMR - Insurance	3,021.00		3,021.00
325 EMR - Small Grants	386.00		386.00
326 EMR - Tisbury youth	6,941.00		6,941.00
327 EMR - Joint Burial Committee	1,600.00		1,600.00
328 EMR - CATG	5,700.00		5,700.00
329 EMR - Printer	1,595.00		1,595.00
330 EMR - Election	2,000.00		2,000.00
331 EMR - Swimming Pool	550.00		550.00
332 EMR - Tisbury NHood Resilience	0.00	6,006.61	6,006.61
333 EMR - s137	0.00	3,000.00	3,000.00
334 EMR - Neighbourhood Planning	0.00	6,000.00	6,000.00
335 EMR - Skate Park retention mon	0.00	4,750.00	4,750.00
	<u>47,926.00</u>	<u>19,756.61</u>	<u>67,682.61</u>

FIRST HOMES

What are First Homes?

- First Homes are homes built on new developments up and down the country. They are no different from other properties except they will be sold with a discount of at least 30 percent.
- They will be sold to local people who want to stay in the community where they live or work but are struggling to purchase a home at market prices. They will be prioritised for first-time buyers, serving members and veterans of the Armed Forces, and key workers, such as nurses, police and teachers.
- The discount will be passed on to future buyers when First Homes are resold so more people can be helped onto the ladder.

Example:

Market Price £250,000k First Homes discount of 30%

First Home buyer pays £167,500k

If when the owner is looking to sell, the new market value of their home would normally be £300k, it would be offered to a new first time buyer or prioritised worker, and sold with a 30% discount at £210,000k

How does it work?

- First Homes will be sold with a minimum discount of 30 per cent off the market price, but local areas will be able to set a larger discount to ensure the homes are affordable to local people.
- Buyers will purchase First Homes in the usual way and will have access to conventional mortgage products.
- When owners of First Homes decide to move up the ladder, their home will be independently valued. When they sell the home, the discount will be passed on to the new owner with the discount (of at least 30%) applied to the new value.
- Therefore, these homes will always be sold below market price and local communities will benefit for generations to come, with local authorities continuing to allocate these homes to first-time buyers and able to prioritise local workers.
- First Homes are for people to live in, so they may not be used as holiday homes or as buy to lets. They are for local people to take their first step onto the ladder.

This may all sound very worthy, BUT the government was somewhat economical with the truth buried in the small print:

1. First Homes will top-slice the first 25% of any allocation of affordable housing, so that the percentage of affordable homes available for rental will actually decrease.

2. if there is insufficient uptake of the First Homes within 3 months, developers will be able to offer them to first time buyers from anywhere, not just local.
3. The policy on Exception Sites will be amended – so that sites may be allocated outside the housing policy boundary especially for First Homes – flexibility in the policy will allow for a **small proportion** of other affordable homes to be delivered on these sites where there is significant identified local need **as well as a small proportion of market homes where this would be necessary to ensure the viability of the site overall**. This policy will not apply in designated rural areas – so possibly the AONB will not be affected
4. The government said it is their intention to “update the guidance” on rural exception sites for affordable homes, as “this delivery mechanism is under-used” at present.
5. Also – they said they intend to remove the National Planning Policy Framework threshold on site size that currently applies for entry-level exception sites, but that they will retain the requirement that First Homes exception sites should be proportionate in size to the existing settlement.

This is just a very brief overview of the proposed revisions to policy – more fun