



Bowerchalke Parish Council
Draft Minutes of the Meeting held at 7:00 p.m. on Thursday 3rd
September 2020

*If you wish to receive a copy of these minutes by email please contact the clerk on:
bowerchalke.parish.council@gmail.com*

Present: Councillors David Floyd (DF) (Acting Chair), John Ibbotson (JI), James Gosling (AW), Peter Guy (PG)

In attendance Nicki Tinkler Covid Support Network lead (Broad Chalke)

Parish Clerk John Nicholas (JN)

1. Apologies: James Body, Jonathan Sheppard, Jose Green (Wiltshire Council).

2. Declaration of interest: None.

3. Emergency Planning:

The Chairman welcomed Nicki Tinkler. JN introduced the short business case outlining the benefits of having an Emergency Plan for the village. He stressed how important joint working with Broad Chalke had been during the Covid crisis. The shared resources between the villages eg CV stores, the pub, doctors surgery etc meant that communication was simplified. A list of contact points in the event of an emergency had been produced in the past but this was in need of updating. The importance of having a clear lead for Emergencies was stressed. Nicki Tinkler strongly supported the benefits of joint working and offered the support for the proposals from Chris Rothwell Broad Chalke Parish Clerk. The Broad Chalke Parish Council would be considering the business case at their next meeting on 9th September.

The Chairman supported the proposals given the budget situation of the Parish Council.

Councillors unanimously agreed their support.

JN agreed to take forward with Nicki Tinkler and complete the draft Emergency Plan for consideration at the November meeting. **Action JN**

4. Chalke Valley Sports Centre: item deferred to future meeting

5. Minutes of meeting held on 4th June 2020: Approved.

6. Matters Arising and Outstanding Actions:

1. JN explained the contract that had been established with Tom Dyer to cut the grass and clear pathways when required. If any Councillors request additional work this should be directed through JN. JG agreed to act as the lead Councillor for pathways following the resignation of Anna Watson.

7. Councillor Anna Watson resignation: noted. JN to notify Wiltshire Council. **Action JN**

8. Planning Matters:

1. 20/04267/FUL- Woodminton Farm 2 x Holiday Lodges: application revised following points raised by Planning Officers; new deadline 10.09.20. Lodges now single storey with limited sight from public pathways etc. 7 letters of support from local residents and nearby businesses, 1 letter of objection. No objections raised by Parish Council. JN to send a note of support. **Action JN.**
2. 20/05291/FUL - 2 Woodminton Cottages Garage: application now approved with usual conditions.

9. Green areas:

1. Footpaths and bridleways: JN referred to a number of complaints that had been received regarding dog fouling. The most serious appeared to be the path running diagonally across one of the Cowards' fields from the Castle area. Options including more signs, bins and a notice in the Broadsheet were considered. JN had written a piece in the Broad sheet for September - it was noted that this was only in electronic form (see below item....). JG reminded the Council that additional signs had been erected in the past but had been removed by villagers who considered them unsightly. There were several bins around the village already and any additional ones would need to be emptied. The consensus view expressed was that the situation had improved since the height of lockdown. No further action was deemed appropriate.

10. Administrative and Financial matters:

1. AGAR 2019/20- JN advised that the final letter from the external auditors was outstanding but apart from some minor points no further issues had been raised.
2. Payments and Receipts schedule - received and noted
3. HMRC: new PAYE had been established and new payroll to administer PAYE set up.

4. Pensions Regulator: JN had made the appropriate declaration.

11. Roles of Councillors:

The Chairman suggested that it would be helpful for the Clerk to have support from Councillors by having individual roles and areas of interest. It was agreed that Councillors areas of interest would be as follows:

Chairman: Administrative and Financial

PG: Roads

JG: Paths and Green areas

Jl: Planning applications

JS: Benches/memorials

12. Exceptional Items:

1. Holly Bank: JN had received complaints from neighbours regarding behaviour and noise, parking issues, possible overcrowding and excessive number of cats and a puppy in one of the bungalows. Reports of people sleeping in a van overnight had also been received. An email from a resident had been circulated to Councillors. The Chairman noted that the majority of these issues were for the Landlord to deal with: this was confirmed as Wiltshire Council. Cllr Jose Green had sent a helpful list of Wiltshire Council contacts. JG reminded the Parish Council that the bungalows were now available for all Council tenants and not restricted to the elderly. It was agreed that the information from Cllr Green would be made available to neighbours expressing concerns. JN agreed to ascertain the terms of the general tenancy agreement as it was felt that some tenants could have been accommodated there on a temporary basis, possibly as a result of the Covid crisis. **Action JN**
2. Bowerchalke Broadsheet: It was noted that John Sears and Annabel Gibb had decided to relinquish their roles as joint editors and distributors of the Broadsheet. Both had done this since 2012 and the Parish Council wished to record their gratitude for their dedication and hard work. The Broadsheet had been sent electronically since the start of the lockdown and it was noted that the number of articles was now limited. It was felt that the loss of such a valuable resource especially in paper format should be avoided if at all possible. Councillors agreed to follow up individuals who might consider taking on the roles. It was felt that another attempt at advertising the vacancy should be made through a flyer to all residents, an entry on the Chalke Valley Families Facebook page and an entry on Nextdoor

Bowerchalke. Councillors agreed to help with the distribution of the flyer.

JN to discuss how best to do this with John Sears. **Action All Councillors and JN**

3. Benches: It was noted that the Olivia Harding Bench needed to be erected. JN to follow up with JS. A further written request had been made to JN for an additional bench to be erected in memory of a former resident's parents. JN to follow up both issues with JS. **Action JN and JS.**
4. Mead End weeds in the stream: both the Chairman and JN had received requests for action to be taken to clear the weeds in the stream around the Mead End area leading out of the village, in order to reduce the likelihood of flooding. The Chair had placed a report on the MyWilts app which had been referred to the Drainage team. JG noted that in the past Wes Hulme from the fish farm had cleared the weeds. JG agreed to discuss with Wes Hulme. **Action JG**

13. Date of next meeting

The next meeting was agreed as **Thursday 5th November at 7.00pm,**

14. The Meeting closed at 8.15 pm.