



Bowerchalke Parish Council
Minutes of the Meeting held at 7:00 p.m. on Thursday 9th January
2020 in the Village Hall Bissett Room

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

Present: Councillors James Body (Chair) (JB), Anna Watson (AW), James Gosling (JG), David Floyd (DF), John Ibbotson (JI), Peter Guy (PG), Jonathan Sheppard (JS);

Parish Clerk John Nicholas (JN)

Parishioners: Charlotte Steel (ref items 6, 7 and 8), Alice Rawdon-Mogg and Alex Marshall (ref item 6)

1. Apologies: None received

2. Declaration of interest: None.

3. Minutes of meeting held on 14th November: Approved subject to spelling of Chair's name.

4. Matters Arising: Covered as appropriate in items on agenda.

5. Chairman's Report:

1. The Chairman introduced John Nicholas as the new Clerk, who, following his appointment in November, had been working on a number of outstanding issues including AGAR, HMRC, Insurance. Councillors welcomed JN and noted the progress made to date.
2. On line banking procedures - The Chairman informed that there were now 4 authorised signatories (JB,DF,JI and JN) and the main Treasurer's account was now fully operational on line. The Playground Account had been deemed to be dormant by Lloyds. JN had been in touch with Lloyds and a form to close the account and transfer the funds to the currently unused on line savings account was prepared for signing by the Chair and DF. **Action: JB/DF/JN**

6. Planning Matters:

1. Rookhay Farm: previously supported.
2. Village Hall Horse Chestnut tree: Charlotte Steel informed that the tree had been removed and would be replaced by a silver birch tree; due to the reasonable financial state of the Village Hall funds no funding for this was now being sought from the Parish Council.
3. Little Misselfore: previously supported.
4. Bus shelter junction Church Street/Quidham Street: Charlotte Steel outlined issues regarding 2 trees behind and alongside the bus shelter. The trees and the bus shelter lie on land owned by Charlotte. Professional advice had been sought and the potential dangers from the trees to both the shelter and Charlotte's house opposite highlighted. As no fee/rent had ever been charged to either the bus company or the Parish Council (as owners of the bus shelter) Charlotte requesting funding for the removal of both trees. The most recent quote from a tree surgeon was for £430. DF proposed that the Parish Council fund the cost of the removal of trees on condition that a formal agreement be made between the Parish Council and Charlotte Steel, as owner of the land, that no charge for the bus shelter would be made in perpetuity. **Action: JN with Charlotte Steel.**
5. The Meadows: no objections had been received - it was noted that the proposed conservatory was to the North of the property.
6. Flood Plan and Flood Warden: Charlotte Steel outlined ongoing problems wrt flooding at the junction of Church Street ad Quidham Street and the dangers to her property. The major problem was caused by the build up of silt in the drains. She had successfully called out the team from Wiltshire Council who had flushed clear the drain in question. Councillors discussed the issues including flooding from the nearby fields and the state of the roads which often meant flood waters congregated in this locality. A more strategic approach to finding a solution was considered as a way forward which could include proposals regarding kerbside erosion as well as general improvement to the roads in the village (see below). The Chair thanked Charlotte for her work and considered her best placed to continue her role as Flood Warden.
7. Kerbside erosion: Paul Lee had spoken to the Chair regarding the erosion of the kerbside outside Greenbank and the nearby properties. A letter to the Clerk had been circulated to Councillors requesting support to introduce concrete kerbs to prevent further erosion and damage to banks and manhole/drain covers. The Chair noted that the Highways Authority and the SW Area Board could be approached for support. In the absence of Paul Lee there was limited discussion. JS did not consider this to be a priority. It was agreed to invite Paul Lee to attend the next meeting.

JN agreed to look into options for a more strategic approach to the general road conditions including flooding issues with the Area Board, Wiltshire Council and the Highways authority. **Action: JN**

7. Village Fun Saturday 2020: PG confirmed that the afternoon of 11 July 2020 had been set aside for the event. Charlotte Steel was happy for the Village Hall to be made available

including the toilet and washing facilities which would save on portaloos etc. PG had been in touch with the PCC about holding the appropriate funds. No budget had yet been set for the event. General insurance for events was included in the recently agreed Parish Council insurance cover. Grant applications could be made to the SW Area Board. The Chair and JN advised that any application, which should be made on line, would need to be carefully worded and targeted to the criteria. The Playground Account for the benefit of children enjoying the Fun Day, could also be a source of funds.

8. General Village items

1. **Village Hall update/charges:** Charlotte Steel hoped that recent increases to the Village Hall charges for hire of rooms had not caused too much concern; the charges were in line with those of other halls locally. It was noted that reduced charges of £7 per hour were charged for the Bissett room. Toy Story 4 would be the next film night production; the projector was now working successfully.
2. **Web site:** JN had been in touch with Nick Wharmby and with the support of Charlotte Steel it was proposed and agreed that the web domain be transferred to the Parish Council. Domain charges in the future to be investigated. **Action: JN**

9. Highways: On going issues such as Back Lane's very poor road surface and the effects of flooding plus kerbside erosion (see 6.6 and 6.7 above) were discussed. The Chair indicated that the more local villagers report problems through the mywiltshireapp the more likely we are to be seen as a priority by Wiltshire Council and the SW Area Board. The longer term solutions instead of the temporary patch ups were emphasised. These were scheduled for end of 2021.

10. Green areas

1. **Footpaths** JN reported an email he had received from Carole Moon which outlined problems regarding overgrown footpaths in the Castle area of the village. She had asked for help from the Parish Council in requesting that the owner of the field, from which brambles were now overgrowing the path and in some instances taking root in people's gardens, take action to cut down and remove the growth asap. It was proposed and agreed that the Chair write to the owners who currently reside in 6D Handley. It was further proposed to encourage a village team of willing volunteers to work alongside 'Seeds for Success' to conduct a village paths and other areas "clean up". JN to investigate possible dates when Seeds for Success were available and advertise in the Broadsheet. Timelines could be tight due to need for the work to be completed before the nesting season. **Action: JN/JB**

DF reported he had observed a motorised vehicle being ridden on one of the footpaths near Misselfore. It appeared to involve a young person accompanied by an adult. It was

noted that this was illegal and should be brought to the attention of the village to avoid accidents and damage to the footpaths. JN agreed to write a short note for the next Broadsheet. **Action: JN**

2. **Olivia Harding bench** JS had agreed the order and specific requirements for the bench. It was agreed that JS liaise with JN re payment and delivery. The Chair reminded the Parish Council that the costs would be repaid by a generous anonymous donor. **Action:JS/JN**

11. Precept and Returns

1. **Precept** The Precept of £5400 previously discussed was formally approved and signed by the Chair and Clerk. This would now be confirmed to Wiltshire Council. **Action:JN**
2. **AGAR return 2018/19** The Clerk reported the completion of the AGAR return and dialogue with the external auditors. The return, year end payments and receipts summary and the notice of public interest had all been made available on-line and on the Parish Council notice board. Formal feedback from the external auditors was expected at the end of the notice period (20/01/2020). JN highlighted 2 major issues being the lack of an internal auditor and no formal recording of risks on a risk register. Some names were suggested of possible villagers willing to undertake the role of internal auditor which JN agreed to follow up. JN also suggested bringing an updated risk register to the next meeting. **Action JN**

12. Financial Matters

12.1 The Clerk had circulated with the agenda a payments and receipts summary for 2019/20 to date. He hoped the new format highlighting spend by category would be helpful. JN proposed that a budget broken down by these categories for 2020/21 be brought to the next meeting. **Action JN**

12.2/3 No bills or grants for approval had been received.

13. Exceptional Items

1. The Chair reported that the SW Area Board were seeking nominations from each Parish (one nomination per Parish) to attend a Real Madrid football training session at Tisbury Leisure Centre in August 2020. After discussion about possible criteria for

selection it was agreed to advertise this opportunity in the Broadsheet once the criteria had been clarified with the SW Area Board. **Action JN**

14. Date of next meeting

The next meeting is to be held on **5th March 2020 at 7.00pm** in the Village Hall Bissett Room.

15. The Meeting closed at 8.35 pm.