

# DINTON PARISH COUNCIL

Parish clerk; Mrs Clare Churchill

1 Tower Farm Cottages, Quidhampton, Salisbury. SP2 9AA

Tel; 01722 743027

## Ratified minutes of a meeting of Dinton Parish Council held on 18<sup>th</sup> January 2011 in the Village Hall.

**Present;** Cllrs Fry, Gillott, Kerley, O Keefe, Smith and Taylor. Clerk and 10 members of the public.

**Apologies** were received and accepted from Cllr Rowitt.

### Public questions.

Members of the public commented on the possibility of changing the street lighting in Dinton.

Most residents of Spracklands would like the lights to remain on, the lights are useful for residents who would feel more vulnerable if they were switched off. Several residents have experienced burglaries.

Question asked re the missing swings in Dinton recreation ground.

Cllr Kerley – this is the property of Dinton recreation ground who have recently purchased new swings (using R2 funds) which will be installed shortly.

Cllrs O Keefe, Rowitt and Taylor were thanked by the public for organising the carols before

Christmas, all members of the public and Cllrs thanked Cllrs O Keefe, Rowitt and Taylor for this.

Cllr Kerley opened the meeting at 7.40pm.

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| 11/001 | <b>Minutes of the Meeting dated 14<sup>th</sup> December 2010</b> were approved without amendment and signed by the Chairman. Prop Cllr Smith, Cllr Gillott 2 <sup>nd</sup> , 3 in favour, 3 abstentions.   |                                      |
| 11/002 | <b>There were no Declarations of Interest.</b>  |                                      |
| 11/003 | <b>To receive a report from the Neighbourhood Police Team. Not present.</b>   |                                      |
| 11/004 | <b>To receive a report from Wiltshire Councillor – Bridget Wayman. Not present.</b>   |                                      |
| 11/005 | <b>Street lighting in Dinton parish.</b><br>To discuss the street lights in Tyndales Meadow and Spracklands, taking into account any views received by parishioners, and to agree whether to turn off, partial turn off or leave as they are.<br>An article was placed in Valley News on this item.<br>Taking into account the emails received on this subject and the comments made by members of the public before the meeting Cllr Kerley proposed the street lighting is left as it is, no change will be requested. Cllr Smith 2 <sup>nd</sup> , 5 in favour, 1 against (Cllr Taylor).<br>Clerk to inform Richard Munro.   | Clerk                                |
| 11/006 | <b>Action update from minutes of the Parish Council Meeting dated 14<sup>th</sup> December 2010.</b><br>1. (10/218.1) Lorries parking overnight at Dinton business park. Cllr Fry will speak to enforcement and also the owner of Dinton business park, Cllr Fry feels the best way forward would be to get the owner onside and discourage the overnight parking.<br>2. (10/218.2) Scrapyard application – WC are waiting on more detailed plans before making a decision. Clerk to check with WC Mrs Wayman re calling this application in.<br>3.(10/218.3) Item closed see minute 10/222.<br>4. (10/218.5) No response from DRG re memorandum of understanding. To remain on agenda. | Cllr Fry<br><br>Clerk<br><br>Ongoing |

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|        | <p>5. (10/219) A303 road works. Clerk contacted WC and was informed the A303 will remain partly open during the road works but signs placed in London and Exeter will advise drivers section is closed to encourage drivers using alternative route. WC insisted that the A303 should remain open, Clerk thanked WC for this.</p> <p>6. (10/226) Cllr Smith has circulated copy of plan for pedestrian refuge, work is scheduled to start 25<sup>th</sup> January..</p> <p>7. (10/226) Clerk submitted article for Valley News.</p> <p>8. (10/229) Clerk has requested new grit bins from WC and also requested bin for Baverstock junction with B3089 following emailed request. Clerk asked Cllrs and members of the public to keep checking grit bins so a refill request can be placed when it's empty. Cllr Fry suggested Clerk places a notice on the inside of the lid about this.</p> <p>Clerk has informed WC of site to store grit in parish.</p> <p>All other items appear on the agenda.</p> | <p>Ongoing</p> <p>All Cllrs</p> <p>Clerk</p> |
| 11/007 | <p><b>Internal audit of DPC accounts for six month period ending 30<sup>th</sup> September 2010.</b> Report has been circulated. Clerk will contact NALC re accounting method and any proposed changes to be on the Feb agenda. Cllr Smith thanked Mr Moore for undertaking the audit, Cllr Kerley reiterated this.</p>  | Clerk  |
| 11/008 | <p><b>Accounts.</b> Balance of accounts stands at £12,393.26 and payments were authorised totalling £302.55.</p> <p>Cllr Smith proposed payments are authorised, Cllr Taylor 2<sup>nd</sup>, all in favour.</p>  |  |
| 11/009 | <p><b>Freedom of Information.</b> To agree and adopt a policy for Dinton PC. A draft has been circulated. Cllr Gillott proposed Dinton PC adopt this policy with effect from 19<sup>th</sup> January 2011, Cllr Fry 2<sup>nd</sup>, all in favour. Clerk will insert correct name and date.</p>  | Clerk  |
| 11/010 | <p><b>Plans for the celebration of Royal events in 2011 and 2012</b> including the Royal Wedding in April 2011 and the HM the Queen's Diamond Jubilee in June 2012.</p> <p>Cllr Kerley suspended standing orders for a short while so members of the public could make discuss whether both events should be celebrated.</p> <p>Cllr Kerley reinstated standing orders.</p> <p>Cllr Kerley felt it was too short notice to organise anything for the Royal Wedding.</p> <p>Cllr Smith proposed an article is placed in Valley News requesting volunteers to form a sub committee to organise the Jubilee events. Cllr Fry will compile article on Diamond Jubilee celebrations and possible fete for March edition (to be submitted to Clerk by 10<sup>th</sup> Feb), posters will also be placed on the parish notice boards. Cllr O Keefe 2<sup>nd</sup>, all in favour.</p> <p>Any volunteers should contact the Clerk.</p>   | Cllr Fry                                     |
| 11/011 | <p><b>Police Questionnaire.</b> A response is requested from the parish council. Please see <a href="http://www.wiltshire-pa.gov.uk">www.wiltshire-pa.gov.uk</a> individual responses are also welcomed. Questionnaire was completed, Clerk to send off.</p>   | Clerk  |
| 11/012 | <p><b>Dog control orders (DCO).</b> Comments on the proposed DCO are sought prior to the formal consultation. A draft has been circulated to all members of Dinton PC. Cllr Kerley proposed Dinton make no comment, all in favour.</p>   | Clerk  |
| 11/013 | <p><b>Planning.</b> To note the following planning application, details have been circulated to all members of DPC.</p> <p><b>S/2010/1838. Byworth Hse, Meadow close. Dinton.</b> Time extant application for S/2007/2008 to relocate garage and driveway within plot 1 (amendment to planning approval S/2005/1705).</p> <p>The response time for this application had passed but as DPC made no</p>  | Clerk  |

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|               | <p>comment at the original application and nothing had changed this was just a renewal before the permission expired it was felt unnecessary to call a planning meeting. All details had been circulated to all Cllrs.</p> <p>Cllr Kerley proposed no comment, all in favour.</p> <p><b>S/2010/1928. Coles Farm, Hindon Rd, Dinton.</b></p> <p>Construction of 2 bay portal framed building to accommodate freestanding insulated chill room together with associated works for use in connection with farm enterprises.</p> <p>Cllr Taylor proposed DPC object for the following reasons;</p> <p>Proposal is against the parish plan adopted by DPC in 2005 and subsequently by SDC.</p> <p>Increase in traffic on a dangerous junction (there has been at least one fatality), unsuitable access for large vehicles.</p> <p>Site not suitable for further development</p> <p>Significant change of use</p> <p>Site is within Cranborne Chase AONB</p> <p>Site was originally a greenfield site, now is a small holding.</p> <p>And if Wiltshire Council are minded to approve then the application should be called in to committee and if still minded to approve the following condition applied – site should never be used for retail or residential use.</p> <p>Cllr Gillott 2<sup>nd</sup>, all in favour.</p> | Clerk   |
| <b>11/014</b> | <b>List of possible schemes for R2 monies.</b> Nothing further to report, to remain on agenda.   | Ongoing |
| <b>11/015</b> | <b>Article for Valley News.</b> Article on R2 has been submitted to Valley News for February. Article for March edition to be submitted by Cllr Fry in February 2011.  |         |
| <b>11/016</b> | <b>Update on allotments.</b> Cllr Taylor had nothing to report.  |         |
| <b>11/017</b> | <b>Update on the Community Flood Plan.</b> Cllr Rowitt had no update on this but will be working on it soon.   | Ongoing |
| <b>11/018</b> | <b>Brief reports from representatives for Dinton Parish Council.</b><br>Cllr Smith – TAPCAP is now in suspension.<br>Cllr Taylor – undertaking CSW training as is another resident.<br>Cllr O Keefe – in touch with cricket club re R2.<br>Cllr Smith – will continue to send the funding alert.<br>Cllr Fry – has been approached about planning, two matters to report to enforcement on a caravan and a large conservatory.   |         |
| <b>11/019</b> | <b>Chairman’s Communications.</b> Nothing to report.   |         |
| <b>11/020</b> | <b>Clerk’s report</b><br>Submitted article to Valley News on street lighting and census. Copied to all Cllrs.<br>Investigated closure of A303. This is not correct, the A303 will remain open for the duration of the road works but signs in Exeter and London will state it is closed to deter use. Clerk thanked WC Highways for insisting the A303 remained open. Copied to all Cllrs.<br>Poppy party information pack – passed to Cllr Kerley. Cllr Kerley will be arranging something but with the local RBL - it will not come under the parish council.<br>Changed bank statement date to 1 <sup>st</sup> month for current (monthly statements) and 1 <sup>st</sup> Apr, Jul, Oct and Jan for instant access. This will make end of year easier.<br>Requested instant access account statements from Lloyds as none received since May 2010.<br>Wiltshire Council January newsletter – emailed to all Cllrs.<br>Collected box of DPC papers from Westbury TC. Clerk will go through these,  | Clerk   |

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|               | Cllr Kerley will then look through them and pass them onto Dinton Historical Society.<br>Cllr Smith asked if there is a list of items in the bank or at the county archive, Clerk will investigate.<br>WALC newsletter and training dates for Chairmen, new cllrs, accounts and audit and CiLCA. Cllr Kerley will attend Chairman's training on 21 <sup>st</sup> May 2011 if he is still Chairman, if not new Chairman will attend. | Cllr Kerley<br><br>Clerk<br><br>Clerk |
| <b>11/022</b> | <b>Emergency matters;</b> Cllr Gillott reported some street signs had been knocked over, Cllr Kerley has already reported these to the Parish Steward.  |                                       |
| <b>11/023</b> | <b>To confirm the date of the Dinton Parish Council as 15<sup>th</sup> February 2011.</b><br>Please note any agenda items for this meeting must be sent to the Clerk before Monday 7 <sup>th</sup> February 2011.   |                                       |

Meeting closed at 9.01pm.

*Public Bodies (admission to meetings) Act 1960.*

*A body may, by resolution, exclude the public from a meeting whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*

**Closed session of Dinton Parish Council**

Present; Cllrs Fry, Gillott, Kerley, O Keefe and Smith. Clerk. No members of the public.

Cllr Kerley opened the meeting at 9.10pm.

Cllr Kerley asked the Clerk to leave the room.

Clerk returned.

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| <b>11/024</b> | <b>Clerk's contract and Job description.</b><br>Cllr Kerley had been informed by WALC that the Clerk must be an employee of the parish council, both the External Auditor (Mazars) and Internal Auditor (Mr Moore) also stated Clerk should be an employee. Cllrs wish to see this in writing before agreeing to employ Clerk as an employee. Matter to be discussed at next meeting.<br>Clerk will email parish toolkit which clearly states Clerk must be an employee. | Ongoing<br><br>Clerk |
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Meeting closed at 9.23pm.