

DRAFT MINUTES OF A MEETING OF FOVANT PARISH COUNCIL HELD ON 2nd JULY 2013 IN THE VILLAGE HALL.

Present Cllrs Bullard, Dunn, Havard (Chairman), Mrs Jones, Marshall and Mrs Taylor.
In attendance; Mrs C Churchill (Clerk). Wiltshire Cllr Mrs Green. 2 members of the public.
Apologies Cllr Roberts. PC Day and Sgt Ashley.

Questions or statements from members of the public on any matter concerning the village.

- Dr Phillips updated the Parish Council on the following highway issues;
Still waiting for the 30mph change. Fovant PC contributed 50% to the warning device on the bend and it would be worth approaching WC to request a download of the data before the change so it may be used for comparison after the change.
- Triangle statement. Group of 5 people got together with WC Officer (Tom Gardner) in April, The Officer has now left WC and Dr Phillips will meet with his replacement.
CATG have endorsed the project.

Report from the Tisbury Neighbourhood Police Team. None received.

Report from Wiltshire Councillor Mrs Jose Green. Full Council meet on 9th July, a motion for further clarity on the grass cutting contract.

Query from WC re housing survey, email sent to Clerk today (Clerk had not seen it).

Promoting fire safety – leaflet about installation of smoke alarms passed to Cllr Bullard for inclusion in the Three Towers.

Community Asset listing has been completed.

Tenants meeting on 5th July, parking on sites is an issue.

SWWAB meet on 17th July.

Cllr Havard opened the meeting at 8.12pm.

13/057. Apologies for absence were received from Cllr Roberts (work).

Fovant PC resolved to accept the apology for the reason given.

Local Government Act 1972 s85(1)

13/058. Chairman's announcements. None

13/059 Declarations of Interest. None

13/060. Exclusion of the press and public. None

Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100

13/061. Council meeting minutes - to confirm and sign the previously circulated minutes of the parish council meeting held on 4th June 2013.

Fovant PC resolved to approve the Minutes without amendment, Minutes were signed by the Chairman.

13/062. To receive brief reports from Cllrs. None

13/063. Co-option of Councillors. The period of notice for requesting an election has expired but no letter has been received from Wiltshire Council confirming the Parish Council may co-opt. Due to this no co-option took place as it is not known if an election has been requested.

Mr David Parker is still willing to stand for co-option, as an editor of Valley News he would not be permitted to report on the council meeting.

13/064. To appoint representatives to organisations.

Website - Clerk has spoken to Mr Knowles who has sent Clerk details re uploading. Ongoing
Highways – Cllr Jones
Rights of Way – Cllr Marshall
Neighbourhood Watch- Cllr Taylor
TCSP – Cllr Taylor
FPC Standing Orders 1.5.2(f)

13/065. A30 Triangle. This update was covered in the public session.

13/066. Update of actions from the meeting dated 4th June 2013.

1. (13/039) Clerk sorted out details with Mr Marshall.
 2. (13/044) A summary of the minutes was placed in the Three Towers.
 3. (13/048) The bank mandate has been completed.
 4. (13/053) Clerk sent the neighbourhood planning document to all Cllrs on email.
- All other actions are covered in the Minutes.

13/067. To receive an update on the Recreation Ground transfer of asset request.

Documentation has been received. WC request that the Parish Council covers the cost of advertising the transfer in the press, this will be £600 and covers 2 weeks in the Wiltshire Gazette and Herald. Fovant PC resolved to authorise up to £600 for the placing of a notice in a local paper for two consecutive weeks. Clerk to contact WC and request the notice is placed in the Salisbury Journal as opposed to the Wiltshire Gazette and Herald. Clerk
Clerk to scan and circulate the lease. Clerk

Finance

13/068 Year ending 31st March 2014. The balance of the accounts stands at £5,652.48 with a total of £508.22 in unrepresented payments.

A bank reconciliation was attached to the agenda, and signed by the Chairman.

Terms of expenditure totalling £602.27 were authorised for payment.

Local Government Act 1972 s150(5)

Account and Audit Regulations 2003 reg 4

Planning. The following planning application were looked at.

13/069. 13/0833. Manor Farm House, Moor Hill, Fovant. Remove condition 2 of planning application 72/TP/587 relating to agricultural occupancy.
Fovant PC resolved to make no objection. Clerk

13/070. 13/0834. Manor Farm House, Moor Hill, Fovant. Certificate of lawfulness for use of land as a garden.
Fovant PC resolved to make no objection. Clerk

Cllr Havard will email the housing policy boundary map to all Cllrs. Cllr Havard

13/071 Policies and Procedures

Currently Fovant PC has Standing Orders, Code of Conduct, Email guidelines and Grant awarding guidelines. Three additional policies were circulated with the agenda.

(i) Complaints

Fovant PC resolved to adopt the Complaints policy.

(ii) Vexatious Complainant

Fovant PC resolved to adopt the Vexatious Complainant policy.

(iii) Lone Worker

Fovant PC resolved to adopt the Lone Worker policy.

13/072. Parish email list. Some parishes have an email list which is controlled by the Clerk and used to alert people of police concerns. To consider whether Fovant should establish a list. All emails would be sent using BCC to protect privacy of parishioners.

Examples of when the list could be used;

NHW alerts, important parish meetings, road closures affecting Fovant.

Fovant PC discussed the merits of this and felt it worth taking forward. An article in the Three Towers asking for parishioners to email the Clerk with their views. Clerk

13/073. SLCC National Conference. To authorise the Clerk to attend.
Fovant PC resolved to authorise Clerk to attend the SLCC National Conference.

13/074. Clerk's Report.

WC Recreation Ground transfer documentation.

Question re grass cutting in the parish – Clerk is confirming who cuts what.

Contacted Nigel Knowles re website

WC Planning training on July 22nd at the City Hall, Cllrs Bullard, Mrs Jones and Marshall will attend.

Attended

South west Wilts area Board meeting – report attached.

WC Highways meeting – report attached

Tisbury Community Safety Partnership meeting – report attached.

CATG – report attached

The Annual Drumhead Service takes place on Sunday 7th July

SWWAB meeting 17th July at Charlton.

13/075. Employment of a Youth Worker at Fovant youth Club. The Parish Council has been asked whether they would consider employing the new youth worker.
Fovant PC resolved not to employ the new Youth Worker.

13/076. Maintenance of hedges that border the highway.

A complaint has been made directly to WC about the overgrown hedges that are causing people to walk in the road.

Fovant PC noted this complaint but without the exact location they are unable to do any more.

13/077. Litter Bin at the Badges lay-by. A request has been received asking if the Parish Council would purchase a new litter bin to be erected on one of the existing (not highway) signs. The maximum cost would be £100 and it would continue to be emptied by a member of the Badges Society.

Fovant PC resolved to purchase 1 litter bin and donate this to the Badges.

Clerk

Clerk to write to Mrs McKenzie thanking her for all her efforts with her litter picker.

Clerk

13/078. To note items for the agenda of the next meeting. This meeting will be held on Tuesday 3rd September, any items for the agenda must be sent to the Clerk before Wednesday 21st August 2013.

Data Protection.

Cllr Havard closed the meeting at 9.21pm

FUTURE MEETINGS

Fovant Parish Council will meet on the following Tuesdays;

3rd September, 1st October, 12th November, 7th January, 4th February, 4th March, 1st April and 6th May.

All meetings will commence at 7.45pm unless stated otherwise on the notice boards.