

Fovant Parish Council

The Parish Clerk,
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MINUTES OF A MEETING OF FOVANT PARISH COUNCIL HELD ON WEDNESDAY 4th APRIL 2012 IN THE VILLAGE HALL.

Present: Cllrs Gorse, Knowles, Law, Leppard (Chairman), Phillips, Potter, Roberts and Mrs Story.
In attendance: Mrs C Churchill (Parish Clerk), 1 member of the public.

Cllr Leppard opened the meeting at 7.15pm

Apologies: Cllr Privett.

Public Questions: There were no questions.

11/183 Minutes of Meeting held on Tuesday 6th March 2012 were taken as read. One amendment insert "propose" prior to no change. Resolved to approve the amended minutes, minutes were signed by the Chairman.

11/184. Declarations of Interest were received from Cllr Mrs Story 11/202 email regarding funding for the Three Towers.

11/185. Report from Wiltshire Cllr Mrs Green – not present, none received.

11/186 Report from Tisbury Community Police – not present, none received.

11/187 To receive brief reports from Parish Councillors:

Highways: Cllr Mrs Story – WC are putting in dropped kerbs and drain in Sutton Rd (it was noted that this is the first evidence of how worthwhile it is to attend CATG meetings). A new way sign has been erected at Dean Lane.

Rights of Way: Cllr Knowles – nothing to report.

Village Hall: Cllr Privett – no report received.

Neighbourhood Watch: Cllr Mrs Law- Has been quiet. PCSO has been to the Chicken Farm to discuss security. Two reports of Nottingham Knockers (Door salesmen), both were reported to the police. SWWAB are looking into the licensing approvals given to Nottingham Knockers.

TCSP: Cllr Mrs Law – met on 13th March, discussed new structure of police to deliver savings, 999 response comes from Salisbury. Looking into staffing and police estates. Police report given by PCSO Chambers. Police asked to be informed of 2012 events. Speed checks have been carried out, perceived speed is not actual speed. Nothing new to report on SIDS.

Youth issues: Cllr Roberts (representing the Youth Club Committee) attended SWWAB meeting and were awarded a grant of £1000 to help fund a Youth Leader. Would like to note thanks to SWWAB and Cllr Mrs Green (WC). Will meet with Jaki Farrell (the Wiltshire Youth Leader) to discuss the Youth Worker recruitment.

- SWWAB: Cllr Phillips – attended CATG met on 20th March, minutes have been circulated. Stephen Harris will be circulating points of contact for the Highways Department. Feedback on reported issues for SWWAB has improved. CATG will write to Director of Housing re parking at the Poplars. With respect to the A30 junction, an initial survey has been carried out, and will be discussed at a public meeting. The Parish Council sent a letter to Wiltshire Council (copy CATG) objecting to the proposed 50mph A30 speed limit.
- TAPCAP: Cllr Knowles reported that they continue to support Tisbury Campus. The Board has held a series of meetings with potential users of the site
- Environment Group: Cllr Gorse – this group is still in early stages, so far 16 people have expressed an interest, the next step is a visioning exercise. A good presentation was made at the Annual Parish Meeting by a Sarah Cosentino from Wiltshire World Changers.
- 11/188 Update of actions from the meeting dated 6th March 2012:
1. (11/169) Jubilee Grant was awarded.
 2. (11/171) Information on the housing needs survey will go into the August Three Towers.
 3. (11/178) Clerk contacted WC requesting the additional mobile library stop at the Cross Keys.
 4. (11/179) Planning response was sent.
 5. (11/180) Planning response was sent.
 6. (11/181) Cllr Mrs Story gave Cllr Leppard a spare key to the Pembroke Arms notice board.
 7. (11/181) Response sent to WC objecting to the proposed 50mph speed limit change along A30.
- All other actions appear within the minutes.
- 11/189 HM the Queen's Diamond Jubilee celebrations. Cllr Knowles had circulated a briefing document and draft plan. Funding of £1000 has been approved. Group would like feedback on what is proposed, Cllr Mrs Story asked if transport could be considered. Group have identified some expenditure items. raised in the next items.
- 11/190 To authorise the order for Commemorative Gifts for the Village Children. The Committee has decided to purchase a 'Wind-up Torch with commemorative text' from Adlers; this cost (estimated Qty 125) will be £4.59 each + £30 screen charge (Text suggested as follows: *"Presented by Fovant Parish Council in commemoration of HM The Queen's Diamond Jubilee"*) and £9.90 for delivery (Total: £613.65). Resolved that FPC approve this purchase of 125 torches.
- 11/191. Beacon Brazier. To approve the purchase of a beacon brazier at a total cost of £100.00 to including pole, fixing plate and brazier basket. Resolved that FPC will approve the purchase to a maximum of £100.00.
- 11/192. Live Disco & Dance. To approve funding of £200.00 to enable us to 'fix' the disco booking and confirm the availability of refreshment funds to the Youth Club organisers. Unfortunately due to not enough youth club organisers being available this event can't take place in the Youth Club. Cllr Knowles asked FPC to approve expenditure in principle and if approved then volunteers could be sought. Resolved that FPC will approve funding of £200.00 for this event providing sufficient volunteers are available. Cllr Roberts abstained from voting on this item.
- 11/193 Olympic Torch Relay 2012. The Olympic Torch will be travelling through the village of Fovant on Thursday 12th July 2012. Torch arriving at 8.59 and leaving at 9.06am. Clerk attended a meeting at Devizes on 21st March. WC will make available polo shirts with MARSHALL written on the back for parishes to purchase, Fovant PC felt these shirts would not be needed.

Councillor Knowles reported that the Jubilee Committee had written to the three local schools inviting the children to line the route from 8.30am. They have also been invited to enter a competition on "Origins of the Olympics". It is intended to discuss further arrangements with the Schools concerned. Pembroke Arms are organising a brunch.

Fovant PC wished to record a vote of thanks to Cllr Knowles on his and the Committee's efforts for the 2012 events.

- 11/194 Date, venue and start time of future Fovant Parish Council meetings.
The village hall committee is no longer available on a Tuesday until 8pm. Mr Law informed the Council that the hall is not available on Mondays and Tuesdays and Cllrs are not all available on Wednesdays and Thursdays. Cllr Roberts will ask the Youth Club committee whether the PC could meet in the Youth Club but pointed out that there must be a member of the Youth Club committee present at every meeting to comply with the terms of the insurance. Action: Cllr Roberts
- Mr Law will see if Tuesdays at 7.30 may become available. Action: Mr Law
Date of the Annual general meeting of the Parish Council previously scheduled for 8 May is to be confirmed by email but will be either Tuesday 8th at the Youth Club or Wednesday 9th at the Village Hall. Action: Clerk
- 11/195 Data Protection Registration. Clerk has made enquiries on whether FPC should be registered and as long as the Parish Council can confirm they do not process (this includes storage) personal data it may be exempt. The annual fee is £35.00. Clerk enquired about registration with the Information Commissioner's Office last year and was informed that any organisation that stores personal data on a computer must be registered unless that data is for personal use only.
Cllrs requested Clerk to complete the online questionnaire re registering and bring this to the next meeting. Action: Clerk
- 11/196 Update on the Removal of the High St post box. Nothing to update.
- 11/197 Update on the repairs to the War Memorial. There has been no response from Stonemasons contacted, Clerk to ask local Clerks. Action: Clerk
- 11/198 Update on the Recreation Ground transfer of asset request. Stephen Harris (Community Area Manager) has asked Clerk if there is a copy of the lease, Clerk has looked but so far not found anything. Cllrs Knowles and Phillips will also look in files.
Cllr Knowles thought it was renewed 4 or 5 years ago, Clerk to check minutes.

Finance

Clerk circulated a bank reconciliation showing total receipts and payments for the year ending 31st March 2012, a detailed spreadsheet has been circulated to Parish Councillors via email.

- 11/199 Balance of the Parish Council account stands at £4237.97 and to payments totalling £1288.51, this includes £980 for purchase of cricket coaching equipment (using R2 funds) were authorised.
- 11/200 To authorise new signatories for the Parish Council bank accounts. Currently Cllrs Knowles and Phillips are signatories, it had previously been agreed to add Cllr Roberts, Clerk passed the bank mandate to Cllr Roberts to complete.
Cllr Leppard may also become a bank signatory, to be confirmed at next meeting.
- 11/201 To appoint Mr Ridley as the Internal Auditor for the year ending 31st March 2012.
Resolved that FPC will appoint Mr Ridley as the Internal Auditor for the year ending 31st March 2012.

11/202 S137 donations / Grants made by Fovant PC. An email has been received questioning the money awarded to the Three Towers magazine. The email has been circulated to all Cllrs. Background: In accordance with usual practise the Parish Council placed a notice inviting local groups to apply for S137 funds; the Three Towers applied for some funds to enable them to purchase 'hessian carrier bags' for the volunteers to use when distributing the magazines around the Parish each month.

Cllr Mrs Story pointed out that the accounts of the magazine were published in the December edition, that FPC last gave any money in 2007 (£25.00). There is a large sum in the account but they need to purchase a new printing machine (costing £2000) plus pay maintenance costs of £1000.

Cllr Leppard felt that FPC can justify the amount donated, all agreed that the Three Towers is a valuable community resource.

It was noted that the donation in question was not made to the Three Towers Magazine per se, but was donated to assist the delivery of the magazine by volunteers plus an additional amount to make a total of £200.

Clerk has circulated some grant awarding guidelines, Cllr Leppard will redraft these and circulate. Clerk to respond to email sender answering the question as to why funds were given.

Planning. To review the following planning application and agree a response for Fovant PC:

11/203 S/2012/0446. The Lodge, Brook Street. Build a single storey rear extension, new car port, front extension and stone wall, centralising driveway entrance and various external alterations. Resolved that FPC will support this application.

11/204 Clerk's Report:

- 1) Audit papers received from Mazars (the External Auditor of the PC Accounts)
- 2) Traffic Regulation Order response has been sent.
- 3) Attending training on agendas and minutes.
- 4) Clerk confirmed that bank statements are now being received.
- 5) Information on Localism Bill and Planning changes received but as yet not studied and summarised.
- 6) Clerk will attend a meeting about the new Code of Conduct in June at Salisbury.
- 7) Spent considerable time trying to sort out order for CC equipment using R2 Funding, waiting on pro forma invoices.

11/205 To confirm the date of next meeting: To be confirmed but either Tuesday 8th or Wednesday 9th May 2012.

Cllr Leppard closed the meeting at 9.10pm