Maiden Bradley with Yarnfield Parish Council

9 Beech Grove, Warminster, Wiltshire, BA12 0AB Tel: 01985 213436

Chairman: Councillor Angus Neish Clerk Mrs Sarah Jeffries MILCM

**Minutes of the meeting of Maiden Bradley with Yarnfield Parish Council held at the Village Hall Maiden Bradley on Tuesday 10th September 2019 at 7.00pm.**

**Present: Councillors**, Angus Neish, Simon Wager, Sebastian Seymour and Alexandra De Renzy Channer.

**In attendance:** The Parish Clerk, Mrs Sarah Jeffries PSLCC and Parliamentary Candidate for the Liberal Democrats for South West Wiltshire Ellen Nicholson

**Public Question Time** Public Bodies (admissions to meetings) Act 1960 s

Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

Parliamentary Candidate for The Liberal Democrats for South West Wiltshire Ellen Nicholson addressed Council. She mentioned that she is trying to get around the parishes to find out what’s going on in the area. The Chairman informed her that the weight limit and traffic was really the larges issue within the community of Maiden Bradley. The upgrade for the A303 was mentioned as a priority by all Councillors to her. She mentioned that she has a background in nursing and has a degree in politics. She works within the liberal Democratic Health Team advising Parliament.

Chippenham is the main base for the Liberal Democrats they also work a lot from Trowbridge. A small amount of discussion took place on the present issue with Parliament and travel costs for school children in the parish. The Chairman thanked her for coming.

**19/200 Acceptance of apologies for absence**

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act1972, members present must decide whether the reason(s) for a member's absence are accepted.

**Resolved:** Councillor Susanna Brigden was absent.No apologies had been received by the Clerk.

**19/201 Dispensations**

**Resolved:** none requested.

**19/202 To receive declarations of interests Local Authorities**

Declarations of Interest members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).

**Resolved:** none given**.**

**19/203 Exclusion of the Press and Public** Standing Order #1c

The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

**Resolved:** not required.

**19/204 Chairman’s announcements**

**Resolved:** reported that theWiltshire & Swindon Archivist has confirmed that the Minutes from 2015 to 2017 have been accepted and archived under Accession Number 4167 (add 2) Date of Accession 25/07/19

**19/205 To receive and sign the minutes of the meeting held on 9th July 2019 (Previously circulated)** LGA 1972 Sch 12 para 41(1)

**Resolved:** that they were a true record of the meetings decisions. Proposed Councillor Simon Wager Seconded Councillor Alexandra Channer.

**19/206 Co-option**

**Resolved:** to Co- opt the applicant Ian Ferguson onto the Council. The Clerk was instructed to invite him to the next meeting and prepare his Acceptance of Office Documentation and Code of Conduct etc.

Council also instructed the Clerk to action a repeat request in the Parish News for the other vacant Co-option position.

**19/207 Planning**

**Application Ref: 19/08069/FUL**

**Application for Full Planning**

**Proposal: - Insertion of roof dormers on the rear slope of roof to the existing loft conversion.**

**At: 36 Church Street, Maiden Bradley, BA12 7HW**

**Resolved:** Supported

**Application Ref: 19/07725/FUL**

**Application for Full Planning**

**Proposal: - Remove existing conservatory and replace with garden room (of same size) constructed of natural materials in keeping with the property and local conservation area.**

**At: Somerset Cottage, Church Street, Maiden Bradley, BA12 7HW**

**Resolved:** Supported

**(Please note in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body)**

**Planning Decisions**

**Resolved:** noted the below planning application decisions made by Wiltshire Council.

**Application Ref: 19/04489/VAR**

**Application for Variation of Condition**

**Proposal: - Variation of condition 2 of 18/10730/FUL to allow for re-positioning of the approved skittle alley**

**At: The Somerset Arms, Church Street, Maiden Bradley, BA12 7HW**

**Decision:** approve with conditions.

Subject to compliance with any condition(s) specified hereunder: -

1The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2 The development hereby permitted shall be carried out in accordance with the following approved plans:

Location Plan Date rec. 08/05/19

Site/Block Plan Date rec. 08/05/19

mvmt1585

Drg. no. 1815/09C Proposed Site Plan Date rec. 08/05/19

Drg. no. 1815/10A Proposed Plans (Pub Building) Date rec. 08/05/19

Drg. no. 1815/11B Proposed Elevations (Pub Building) Date rec. 08/05/19

Drg. no. 1815/12B Proposed Plans & Elevations (Outbuilding) Date rec.

08/05/19

Drg. no. 1815/13B Proposed Plans & Elevations (Barn & Byre Buildings) Date

rec. 08/05/19

Drg. no. 1815/14A Proposed Plans & Elevations (New Skittle Alley) Date rec.

08/05/19

Drg. no. 1815/15A Proposed Street Scene & Site Section Date rec. 08/05/19

REASON: For the avoidance of doubt and in the interests of proper planning.

3 No development shall commence on site until details and samples of the

exterior materials for the walls and roofs, and details of the windows, rooflights,

external doors and timber boarding (unstained) to be used on the development

have been submitted to and approved in writing by the Local Planning Authority:

Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance

of the area

4 No development shall commence on site until a scheme of soft landscaping has

been submitted to and approved in writing by the Local Planning Authority, the

details of which shall include:

- the location and current canopy spread of all existing trees and hedgerows on

the land;

-full details of any to be retained, together with measures for their protection in

the course of development;

- a detailed planting specification showing all plant species, supply and planting

sizes and planting densities;

- retained historic landscape features and proposed restoration, where relevant.

REASON: In the interests of the visual amenity of the locality, which is within a

designated Conservation Area.

5 All doors and windows of the skittle alley building to be kept closed, except for

access and egress, when the skittle alley is in use.

REASON: To ensure the creation/retention of an environment free from

intrusive levels of noise and activity in the interests of the amenity of the area.

6 No amplified live or recorded music will be played in the skittle alley building,

mvmt1585

except that played at a background noise level.

REASON: To ensure the creation/retention of an environment free from

intrusive levels of noise and activity in the interests of the amenity of the area.

7 The skittle alley building will be designed and constructed in accordance with

the details contained in the submitted noise impact assessment reference

RTP1401. Specifically:

a. The roof will consist of clay tiles on battens & felt on rafters with 100mm

Cellotex insulation and 2 layers of plasterboard below the ceiling joists and

plywood type boarding (or similar) above the joists. The junction between the

roof and walls will be sealed with no gaps.

b. The double-glazed windows will have additional secondary glazing with 4-

6mm panes and the cavity of be at least 150mm wide.

c. External doors will be of a high acoustic standard with a transmission loss of

over 60dB, double glazing and well-sealed edges.

REASON: To ensure the creation/retention of an environment free from

intrusive levels of noise and activity in the interests of the amenity of the area.

8 No development shall commence on site until a scheme for the discharge of

foul water from the site has been submitted to and approved in writing by the

Local Planning Authority.

The development shall not be first occupied until foul water drainage has been

constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained

9 No development shall commence on site until a scheme for the discharge of

surface water from the site (including surface water from the access / driveway),

incorporating sustainable drainage details together with permeability test results

to BRE365, has been submitted to and approved in writing by the Local

Planning Authority.

The development shall not be first occupied until surface water drainage has

been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained

10 No development shall commence within the area indicated (proposed

development site) until:

-A written programme of archaeological investigation, which should include onsite

work and off-site work such as the analysis, publishing and archiving of the

results, has been submitted to and approved by the Local Planning Authority;

and

- The approved programme of archaeological work has been carried out in

accordance with the approved details.

mvmt1585

REASON: To enable the recording of any matters of archaeological interest.

Informatives:

The work should be conducted by a professionally recognised archaeological

contractor in accordance with the written scheme of investigation approved by

this office and in line with the Standards and Guidance of the Chartered

Institute for Archaeologists. There will be a financial implication for the applicant.

In this instance, we recommend that the following elements are included within

the Written Scheme of Investigation:

- Archaeological monitoring of groundworks for building extensions and the car

park extension;

- Level 1 Building recording of the ancillary structures to be restored and

converted prior to conversion;

- Photographic recording of the areas of the public house before, during

**Application Ref: 19/03612/FUL**

**Application for Full Planning**

**Proposal: - Erection of hardwood fence (Retrospective).**

**At: Orchard House, Church Street, Maiden Bradley, BA12 7HW**

**Decision:** approved with conditions.

Subject to the following conditions:

1 The development hereby permitted shall be carried out in accordance with the following approved plans:

Location Plan Date rec. 16/05/19 Site Plan Date rec. 16/05/19

Drg. no. 1904/01 North East Elevation Date rec. 16/05/19

REASON: For the avoidance of doubt and in the interests of proper planning.

**Application Ref: 19/06091/FUL**

**Application for Full Planning**

**Proposal: - Application of smooth soft white render over the pebbledash on the front wall of the property and paint the existing brickwork a charcoal grey. Installation of 2 low profile sun tunnels, front and rear.**

**At: Foxlease, High Street, Maiden Bradley, Warminster, Wiltshire, BA12 7JG**

Decision: approved with conditions.

For the reasons outlined within this report, it is considered that the proposed development conforms to the objectives of Core Policies 51, 57 and 58 of the Wiltshire Core Strategy and the aims of the NPPF. Taking the above into account, the application is not considered contrary to these policies as it does not cause any significant material harm that would justify a refusal of planning permission. Therefore, planning permission should be granted for the development. RECOMMENDATION Approve with conditions1The development hereby permitted shall be begun before the expiration of three years from the date of this permission. REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.2The development hereby permitted shall be carried out in accordance with the following approved plans: DWG No: 3 001 Rev A Site Location Plan Date Received 08.07.19

DWG No: 3 301 Rev A Existing and Proposed North Elevation Date Received 08.07.19DWG No: 3 102 Rev A Proposed Roof Plan Date Received 08.07.19 REASON: For the avoidance of doubt and in the interests of proper planning

**Planning - Developer Contact**

**Resolved:** noted that the Chairman had been contacted by a Developer regarding the Sydenhams site. They are in brief, looking to submit a pre app and full planning application to Wiltshire Council for residential development on the site. They had requested a meeting with just the Parish Council, but the Chairman had highlighted the content of the Pre Determination Policy so the Developer has said they will be looking to carry out a public consultation at a later date and will be in touch to make those arrangements. See attached Policy.

**19/208 Parish Steward**

**Resolved:** that the Parish Steward be directed to action more weed spraying along Church Street, rubbish collection along Yarnfield road and High Street to the NFU buildings

**19/209 Traffic Calming and Speeding Traffic - Action Plan Transport & Traffic**

**Speed Indicator Devices**

**Resolved:** Councillor Simon Wager reported on the Speed Indicator Device project. He mentioned that he had been asked to publish the data which he felt, would not be proactive as it is just data, he felt that it would be best to run the data reporting alongside the Community Speed Watch Data. It was noted that Councillor Simon Wager and Ian ferguson are accredited police car drivers and that the 9 Community Speed Watch Volunteers were meeting to develop the teams and start.

**Community Speed Watch Signage**

**Resolved:** noted that the Clerk had contacted the Road Safety Manager at the Road Safety Team Wiltshire Council, regarding signage and just needed the amount required. Councillor Simon Wager reported that 5 signs are required. The Clerk was instructed to place the order.

Council approved the travelling claim for £64.80 for Councillor Simon Wager to cover the costs re his visits to Police HQ etc. when setting up the Community Speed Watch. Council approved the payment.

**19/210 Church Street Railings**

**Resolved:** noted that no update had been received to date.

**19/211 Recreational Area Health & Safety**

**Resolved:** noted Councillor Simon Wagers verbal report thatall was fine, the grass is in good condition and he had no issue with any of the play area equipment.

Councillor Simon Wager also confirmed that he had sent he Clerk by email his Health & Safety Report on the monthly Health & Safety check actioned on the play equipment.

**ROSPA Check**

**Resolved:** noted that theROSPA check will be taking place in September. It was agreed that a personal meeting would not be required with theInspector during the inspection.

**Lord Seymour’s 1971B Settlement**

**Resolved:** noted that the Clerk had received the invoice for £10.00 from the Estate for the rent for the Recreational area. Council approved the payment of £10.00 for the rent payment.

**19/212 Village Hall – Action Plan Local Economy and Tourism**

**Resolved:** Councillor Susanna Brigden was not present to report.Councillor Alexandra Channer put the below request to Council:

Could the Parish Council consider inviting the Area Board to hold a meeting in our MB village hall?

Chatting to some parish councillors from Chapmanslade, they said that they hosted the Area Board meeting in their hall and used the opportunity (which is given to the host village) to present their parish council development plan to the Board and attendees. They also said that the Area Board paid a fee to use the hall which would be good for the hall's fundraising. It would be a great way to communicate the findings and actions in the plan.

Council noted that the previous Village Hall Chairman had confirmed to the Clerk that the hall was used once by the Warminster Area Board in the past, they booked for a further event but cancelled this event and have not booked the hall again. No feedback was given follow the event. The Clerk advised Council that the Village Hall Committee would need to formally approve any request put forward to the Warminster Area Board for its use. Council agreed that it supported an application by the Village Hall to the Warminster Area board for a meeting to be held in Maiden Bradley.

**19/213 Defibrillator**

**Resolved:** noted that Councillor Simon Wager had confirmed he had actioned the Defibrillator checks to the Clerk, a copy of the email has been filed.

**19/214 Electoral Boundary Review**

**Resolved:** noted that the outcome of the review is due to be published in October 2019.

**19/215 Action Plan Reviewed/Parish Plan**

**Resolved:** discussed thedraft Parish Council Development Plan summary of results and proposed actions to be shared for final consultation on Saturday 5th October 2019, Councillors proposed amendments and alterations to select sections. Councillor Alexandra Channer made a note of these on the draft plan. Councillor Alexandra Channer informed Council that she would complete the final draft, present the actions and draw out key findings from key elements and circulate it to all Councillors. It was noted that a copy of the draft report will also be placed in a folder in the Village Hall library.

Councillor Alexandra Channer updated Council on how the Working Group were going to move forward. Council agreed the outlined plan for the final consultation on Saturday 5th October 2019 and the poster for the proposed 5th October 2019 event was approved by Council.

Council gave Delegated Power to the Clerk for the sign off the publication between meetings.

(The action plan forms the business case for the precept budget and actions of the Council over the next three years).

**19/216 Community Emergency Plan update**

**Resolved:** notedthe Community Emergency Plan that the Clerk has removed Councillor Patrick Nixon from the plan and added Councillor Angus Neish as the Temporary Co-ordinator until a new Co-ordinator is resolved at the November meeting. The Clerk was informed that no additional requirements for the Winter preparations were required.

**19/217 Second Precept Payment**

**Resolved:** noted that the Second Precept payment is due to be paid in late September and that the Clerk/Responsible Finance Officer will confirm by email to Councillors when it is received.

**19/218 19. ½ Yearly Budget**

**Resolved:** noted a verbal report on the ½ yearly budget from the Clerk.

**19/219 20. Budget Preparations Council to agree its objectives for next year**

**Resolved:** thoughts for anotherSpeed Indicator Device, Recreational Ground fitness equipment/trail pullup bars etc, Village Fete funding, a map of the parish on the noticeboard were ideas the Clerk was given to look at including in a draft budget.

Council approved the Clerk moving forward with a budget draft with the three columns low, mid and max, the Maximum including all the estimated costs for the above ideas.

**19/220 Grounds Contract**

**Resolved:** that the Clerk use the same contract requirements to seek quotations and the possibility of figures for a long-term contract alongside a yearly contract.

The Clerk can then prepare the contract to go out to tender to three contractors as per the Financial regulation below:

Any invitation to tender issued under this regulation shall be subject to Standing Orders, [subject to standing order 18(c)] and shall refer to the terms of the Bribery Act 2010.

When it is to enter into a contract of less than £25,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk or RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below [£3,000] and above [£100] the Clerk or RFO shall strive to obtain 3 estimates. Otherwise, Regulation 10.3 above shall apply.

The council shall not be obliged to accept the lowest or any tender, quote or estimate.

This will enable the next year’s contract quotations to be taken into consideration with the Budget Preparations. Councillors noted that any alterations would have financial implications on the budget.

**19/221 Unity Trust Bank**

**Resolved:** noted that the Unity Trust Bank has approved the inclusion of Councillor Alexandra Channer as a Signatory. The Clerk would action the paperwork for the next meeting to remove Councilor Patrick Nixon from the Unity Trust Account and adding the two New Councillors to the Account as signatories when they had actioned their declarations of acceptance of Office.

**19/222 Approval and signing of Parish Accounts for the months of July/August 2019** Internal Audit Accounts & Audit Regulations 2003 reg 2

**Resolved:** approved the accounts for July/August 2019. The Clerk reported that the Unity Trust Bank balance as of the 30th August 2019 was £7,065.88.

**19/223 Payments** LGA 1972 s150 (5)

**Resolved:** reviewed and approved the items of expenditure listed below:

**Invoices**

Wages September LGA 1972 s111 £424.72

Travelling Clerk September LGA 1972 s111 £ 7.74

Heat Light phone etc. September LGA 1972 s111 £ 10.66

K. M. Dike Nurseries July Open Spaces Act 1906 ss 9 and 10 £292.96

K. M. Dike Nurseries August Open Spaces Act 1906 ss 9 and 10 £292.96

1 & 1 Website 01.09.19 – 01.10.19 LGA 1972 s111 £ 11.99

Simon Wager Travel Police HQs Community Speed Watch LGA 1972 s111 £ 64.80

Parish News LGA 1986 (5) £300.00

**Receipts: To note receipt of income**

Horningsham Parish Council IT usage July August 2019 £ 24.00

**Account Balance** £7,065.88

Payments above payments August £1417.82

Income £24.00

**Total Balance** £5624.06

**Online Payment**

**Resolved:** Councillor Sebastian Seymour and Councillor Alexandra Channer would action the online payments.

**19/224 Clerk’s Report**

**Clerks Appraisal**

**Resolved:** noted that the Clerk will provide an appraisal to the Staffing Committee this month and the Staffing Committee will report their findings at the next meeting ready for the budget preparations.

**Councillor Training**

**Resolved:** approvedthe request from Councillor Simon Wager to attend Chairing Training when the next course is advertised by Wiltshire Association of Local Councils as the earlier advertised event is now fully booked. The training day covers the below.

Do You Chair Your Local Council?

Do You Chair Committees/Sub-Committees?

Do You Aspire to One of These Roles?

Managing and leading people is one of the most challenging situations in which we can find ourselves. As a community leader you will explore: -

1. The law/ rules governing meetings

2. Key relationships, team building

3. How to deal with conflict

4. Community engagement, its influence

5. Create a forward plan......vision

6. Implications for resources and budgets

Plus, an opportunity to network with colleagues and share experiences.

The cost of the course at present is £65.00 plus VAT.

The training Policy below was noted:

Maiden Bradley with Yarnfield Parish Council is committed to provide a level of training for both its members and staff to enable them to undertake their respective roles for the betterment of not only the Council and the Community it serves, but also the councillors’ personnel development.

|  |  |
| --- | --- |
| All Councillors are encouraged to complete a skills audit to identify training needs | Yearly |

Councillors present actioned the training skills sheet so that the Clerk can prepare a training budget for future needs.

Council noted that Councillor Alexandra Channer and the two new Councillors will need to be booked on the next suitable New Councillor Course when it becomes available as per the Councils training policy. Council approved their attendance when the next course is advertised by WALC.

|  |  |
| --- | --- |
| All Councillors shall undertake training in the Code of Conduct within 6 months of the delivery of their declaration of acceptance of office. (Standing Order No 7b) | On Election to Office |

**SLCC National Conference**

**Resolved:** noted that the Clerk will be attending the Society of Local Council Clerks National Conference from the 30th September to the 3rd October 2019. The Clerk will be handing over the Presidency to Linda Larter MBE the Clerk at Seven Oaks Town Council.

The Conference content will include many sessions, some are listed below:

A session with John Sergeant, BBC’s former Chief Political Correspondent. John will be setting the scene for conference by using his unique insight to reflect upon recent seismic political and democratic changes, occasioned in the main by Brexit, what this means for the national body politic and the potential impact upon local government generally and parish and community councils in particular.

The joint taskforce: Delivering culture change in town and parish councils. Deborah Evans, Chief Executive of Lawyers in Local Government will cover how the SLCC, LLG and ADSO have joined forces to tackle the problem of bullying and harassment of Clerks in town and parish councils by Councillors. Deborah will update you regarding plans for a new Code of conduct, Sanctions, and tools for managing poor behaviour to improve the quality of decision making

Where's my Council? The Royal Society of Arts, Community Governance teaching team, ComGov Think Tank and Johnathan Bourne FSLCC, Royal Wootton Bassett Town Council A session to provoke vigorous debate about what local councils should be, the approaches for taking the sector forward and the central role of the clerk. This unmissable session has the potential to influence the strategic development of the sector, whatever the size of the individual council.

Climate Change Emergency Declaration, Mike Child, Head of Science, Policy & Research, Friends of the Earth With many climate emergencies now declared across the country the question is, what to do next? Understand the practical steps your council can take. Mike has worked for Friends of the Earth for almost 30 years in a wide range of roles, including leading the successful campaign for the Climate Change Act.

**Insurance Policy Communication**

**Resolved:** approved the Clerk creating a rradar account for the Parish Council.

Through our close relationship with your insurance broker Came and Company, we are delighted to confirm the rradar services available to Maiden Bradley with Yarnfield Parish Council under the AXA insurance policy you currently have - all for no additional cost.

rradar is AXA's exclusive legal services partner under your Local Council policy and is available to you as a benefit of your policy.

We are a litigation and commercial law firm that specialises not only in the management of legal crises, but also in the education and prevention of them in the first place.

Your Local Council policy cover includes access to a range of digital tools and advisory services from rradar that help prevent legal and regulatory claims your Council might face.

Please download your rradar welcome pack for an overview of the rradar services available to your Council.

**19/225 Correspondence received**

**St Johns Ambulance**

**Resolved:** noted the correspondence requesting support in the form of a donation to St Johns Ambulance from the Parish Council.

**Wiltshire Search and Rescue**

**Resolved:** noted the request for support in the form of a donation to Wiltshire Search and Rescuefrom the Parish Council.

**Parishioners Correspondence**

**Resolved:** noted the below questions received by the Clerk and informed the Clerk of the reply/comment below each question it wishes to reply with.

Regarding the current Recreation Ground.

1. The ramp up and onto the field remains un-guarded, and really requires gate security to prevent undesirable use of the field. As a reminder the recreation ground has easy access to utilities, electricity, water and drainage

Council discussed if it wished to lock down the recreational area. It noted that it would need to be aware that should it wish to add a security gate. Council noted that costs for a new gate and locking mechanism have not been budgeted for this financial year so the Risk & Reserves Contingency Budget would need to be considered, along with needing to provide a means of access for the Grounds Contractor. Council resolved not to lock down the Recreational area as in 16 years no issue had occurred.

2) Fencing, it should be noted the fence between the service road to the former Sydenham’s yard is very rotten and it is only a matter of time probably measured in weeks before the fence decays enough to completely fall over causing injury.

Council noted that the fencing is not the property of the Parish Council and Sydenhams have been contacted in the past twice about its condition.

The Parish Council has no authority to insist action be taken.

3) The field is regularly cut and would ask the Parish Council whether this not an expense, which could be reduced to maintenance around the playground only and just topping the field once or twice a year?

Council noted that it needs to be aware if it takes this course of action Health & safety Implications would need to be taken into account as the football pitch and basketball area would not be useable due to the length of the grass. The sward needs to be regularly cut to keep maintaining the grass condition for recreational use.

Council resolved not to take this recommended action as it would not be a usable space for recreation if it was not cut regularly through the season and the space was used by many families and outside groups and was the Community recreational space. If the Council reduced its maintenance it would be removing a Community facility.

Street Cleansing.

4) I have noted that we rely on the goodwill of one or two neighbours to sweep up some of the pavements and gutters, however it should be noted that certain pavements along Church Street (west side) have not seen a broom in years. Perhaps the Parish Steward could be instructed accordingly to give the pavement spruce up from the Knapp to the traffic build out.

Council noted that the pavements in Church Street are swept by the Highways Team periodically due to the Quarry lorries leaving debris along this area. Council requested that the Clerk inform the parishioner of the Highways action.

5) The road drains on the east side of Church Street north of the Somerset Arms are blocked solid with detritus, is the freeing up of drainage system something which can be tackled by the Parish Steward?

Council noted that this issue should be reported directly by the parishioner to Wiltshire Council the Highways Authority as soon as they are aware of it using the My Wiltshire online reporting scheme. See below link to the pages.

<http://www.wiltshire.gov.uk/mywiltshire-online-reporting>

Council noted that this is advertised in the Parish News to parishioners every month. Council instructed the Clerk to highlight to the parishioner that it is advertised in the Parish News and Wiltshire Council Highways Responsibilities and how parishioners can access them when they see an issue. Councillor Sebastian Seymour informed Council that the Highways Team had been in the parish and unblocked all the drains recently.

Speed watch:

6) I applaud the move that has established this team to provide this service. It seems sad that Policing Authorities has failed to promulgate the requirements to allow the team to exercise their new duties. I do not know the ins and outs. Perhaps a well-aimed rocket from the Clerk may help to press the matter.

Council noted that Councillor Simon Wager and the Clerk have been working proactively with the Policing Team and Wiltshire Council on the Community Speed Watch in partnership. These projects do take time as there are several departments involved in the process.

7) We do have 30 mph limits but now we have saturation road parking throughout the village 30 MPH is too much, can Highways be induced to consider 20 MPH. Measured speeds into 30 MPH Zone have been recorded at 70 mph into the High Street and similar into the Rank from the West.

Council noted that it has already investigated a 20mph speed limit this subject was debated and taken up with Wiltshire Council Highways see minute number 18/275 in April 2019 see below copy of the minute.

18/275 20mph Speed Limit

Resolved: noted the report from the Area Highways Engineer and the present Wiltshire Council Policy. It was noted that any 20mph implemented could not be policed by the policing teams, as there was not the capacity within the police force and that Maiden Bradley did not fit the criteria policy Wiltshire Council had in place. Council felt that it had been good to investigate the possibility and that it would monitor the policy of Wiltshire Council in the future.

The Clerk was instructed to highlight the above to the parishioner.

**19/226 Meetings for Councillors to consider attending**

**Help shape Wiltshire’s plans to 2036: Invitation to consultation event**

**Resolved:** noted the below event and advised the Clerk that no Councillor will attend.

As part of the review of the Wiltshire Core Strategy (renamed Wiltshire Local Plan), the council is undertaking further consultation with town and parish councils.

This will build on the workshop events that took place in October and November 2018 (a report of these events can be viewed on the council’s website at http://www.wiltshire.gov.uk/planning-policy-local-plan-review) and is in addition to the town-based workshops held May - July 2019. These meetings will be open to all town and parish councils and will have a rural focus.

Along with providing an update on the progress of the Wiltshire Local Plan review, the purpose of these meetings will be to develop ideas about rural policies and discuss the complementary roles of the local plan and neighbourhood plans. Further background information will be sent in advance of the meetings.

To ensure the venue is as convenient to as many people as possible, three separate events will be held and you are invited to send representatives to one of the meetings detailed below.

• Wednesday 18 September, 6pm – 8pm at Marlborough Town Hall, High Street, Marlborough, SN8 1AA

• Wednesday 25 September 6pm – 8pm at Nadder Centre, Tisbury, SP3 6HJ

• Tuesday 1 October 6pm – 8pm at Calne Library, The Strand, Calne SN11 0JU

Please note that in the first instance attendance is restricted to two representatives from each parish or town council. An additional place is available if you would like to also invite a representative of your local neighbourhood plan steering group.

To ensure that we can plan in advance of the meeting, please could you inform us by Friday 6 September of your representatives and indicate which event you will be attending by either email to spatialplanningpolicy@wiltshire.gov.uk or phone 01225 713223.

Please note this meeting is restricted to invited representatives of the town and parish councils only as the objective is to enable an honest and open discussion about how the Wiltshire Local Plan can plan positively for rural Wiltshire.

**Community First AGM**

**Resolved:** noted the below event and advised the Clerk that no Councillor will attend.

Community First will hold their AGM on the 9th October 2019 at the Town Hall in Devizes. The evening is a celebration of some of the key achievements for the year. The awards will acknowledge the exceptional contribution that groups and individuals make to their local communities.

Event Programme 5.30pm Networking and refreshments, 6.00pm Community First AGM Business, Key achievements and looking forward. 6.30pm Awards and Presentations, 7.15pm close.

Community First AGM Meeting Papers

Further details about the event and the papers for the business meeting will be sent out the week commencing 9th September 2019.If you have any questions about the AGM, please contact Bernadette Lowe at Community First on 01380 732819 or email: [blowe@communityfirst.org.uk](mailto:blowe@communityfirst.org.uk)

Local Council Community Project Award

At Community First’s AGM we want to recognise and celebrate the exceptional contribution made by groups and individuals.

If you know someone who should be recognised, then please complete and return the nomination form below, by Thursday 12th September 2019. This can be done by post or by email to wrussell@communityfirst.org.uk

The category winners will be invited to the presentation on Wednesday 9th October 2019 to receive their awards. Please Return by Thursday, 12th September 2019

AGM Awards

1. The Arthur Laflin Volunteer Award

2. The Michael Jones Award for Inspirational Link Scheme or Community Minibus volunteer

3. Community Project funded through the Landfill Communities Fund programme (or individual who has made it happen)

4. Most Innovative Community Run Project or Service

5. President's Cup is awarded to the club member or youth leader who has contributed most to their community

6. Robbie’s Endeavour Trophy is awarded to a group or club member who has done the most for their group or club

7. Young Carers Achievement Award – under 12 years

8. Young Carers Achievement Award – over 12 years

9. Project Inspire Achievement Award

10. Splash Achievement Award

11. Splash Volunteer Award

**National Association of Local Councils National Conference**

**Resolved:** noted the below event and advised the Clerk that no Councillor will attend.

Does your local council support the climate change emergency? Does your council want to do more locally to combat climate change? Do you want practical tips on how to strengthen your community’s climate change toolbox?

Come and hear from Suzanne Jeffery, chair of the Campaign Against Climate Change about how her organization wants to strengthen future communities. Chaitanya Kumar from the Green Alliance will offer you some excellent energy-saving tips your councils can use to make your community more climate-friendly.

Now that many local councils support the campaign against climate change – get the practical advice you need to do your bit for the planet - at NALC’s Annual Conference 2019!

Now is the time to get clued up on climate change! Find out more, and book onto NALC’s Annual Conference 2019 now. For more information about the event contact NALC at policycomms@nalc.gov.uk or call on 020 7290 0741.

**Wiltshire Community Led Housing Partnership**

**Resolved:** noted the below event and advised the Clerk that no Councillor will attend.

The Wiltshire Community Led Housing Partnership will be hosting an event for Formed CLTs and those interested in Community Led Housing at Community First, Unit C2, Beacon Business Centre, Hopton Park, Devizes, SN10 2EY on Tuesday 10th September – 10am – 12:30pm

A great opportunity to learn and share your experiences. Please save the date, or pass this invitation on to those who would be able to attend.

To confirm your attendance please email communityledhousing@wiltshire.gov.uk

Further details of this event will follow. You can find out more about Community Led Housing in Wiltshire here:

<http://www.communityfirst.org.uk/project/wiltshire-community-led-housing/>

<http://www.wiltshire.gov.uk/housing-community-fund>

**Wiltshire Council Polling District and Polling Place Review Consultation**

**Resolved:** noted the consultation.

Wiltshire Council is required to undertake a review of polling districts and polling places for completion by 31 January 2020. The Electoral Review Committee has oversight of the review. The Acting Returning Officer has published a representation regarding all existing polling districts and polling places, as linked from the attached briefing note, which can be viewed in Electoral Division order.

A consultation began from 12 July 2019 – 9 September 2019 for receipt of any comments. The purpose of such a review is ensure that all electors have reasonably practicable facilities for voting and that polling places are reasonably accessible to electors who are disabled. See email sent to Councillors on the 16.07.19 with notice that this item would be added to the Agenda for discussion.

The Council is required by the Electoral Registration and Administration Act 2013 to undertake a compulsory review of UK Parliamentary polling districts and polling places which must be started and completed between 1 October 2018 and 31January 2020 (inclusive).

The Electoral Registration and Administration Act 2013 amended the Representation of the People Act 1983 to require the Council to undertake regular reviews of both polling districts and polling places within its area. The differences between a district, place and station are:

•A polling district is a geographical sub-division of an electoral area, (an electoral area being a UK Parliamentary constituency, a European Parliamentary electoral region, a parish, parish ward or an electoral division).

•A polling place is the building or area in which polling stations will be selected by the Returning Officer. A polling place within a polling district must be designated so that polling stations are within easy reach of all electors from across the polling district.

•A polling station is the actual area where the process of voting takes place and must be located within the polling place designated for the particular polling district. The Returning Officer for the particular election must provide a sufficient number of polling stations and allocate the electors to those polling stations in such manner as he or she thinks the most convenient.

The purpose of such a review is ensure that all electors have reasonably practicable facilities for voting and that polling places are reasonably accessible to electors who are disabled. The review will need to be completed by 31 January2020.

The Electoral Review Committee will oversee the review and has endorsed the timetable accordingly.

See email sent to Councillors on the 06.08.19 with notice that this item would be added to the Agenda for discussion.

**Community Governance Review - expressions of interest sought from parishes**

**Resolved:** noted the review.

At its meeting on 8 July 2019, subject to delegated authority approved by Full Council on 9 July 2019, the Electoral Review Committee of Wiltshire Council has requested that all parishes within the council area be approached to see if there are any changes to their governance arrangements that they believe should be undertaken at some stage. This is known as a Community Governance Review.

Please see the guidance for more information, but in short changes to be requested can include amending the name of a parish or its wards, the total number of councillors, the amendment or creation of wards, changes to external boundaries of the parish, or creation/abolition/merger/grouping of parishes and other such changes.

In the first instance the Electoral Review Committee is requesting that any parishes who wish to consider a review of their governance arrangements complete and return the attached form by October 2019. This is in recognition that most parishes will not be meeting over the summer. This would include details of a council resolution from the affected area to indicate there is a serious desire for review.

The Electoral Review Committee will analyse any requests it receives, and as soon as is practicable provide details of which areas it intends to review, at what time, and in what manner. Please be aware that as a result of delays to the Electoral Review of Wiltshire Council imposed by the Local Government Boundary Commission for England (LGBCE) (revised draft recommendations are being consulted upon from 2 July 2019 to 29 July 2019 at this location), it may not be possible to review all areas requested in time for the May 2021 local elections. Any areas which still wish to be reviewed that are not completed in time may be reviewed after the elections. Once the final recommendations of the LGBCE are known, expected sometime in October 2019, the Electoral Review Committee will re-contact parishes to see if those recommendations have any impact on the desire or lack thereof for a review in that area, or the precise details of any review requested.

Be advised that where a request is received which impacts upon another parish, the Electoral Review Committee will make that parish aware of the proposal in order to seek their view in advance of any formal Community Governance Review Process in order to expedite any consultation.

A form has been prepared to assist categorisation of the requests as attached above. Please use as many as you feel appropriate.

Where a previous expression of interest has been received, you may receive an additional email seeking to confirm that previous request.

If you have any questions relating to this process, please contact committee@wiltshire.gov.uk

Yours Democratic Services Wiltshire Council. See email sent to Councillors on the 16.07.19 with notice that this item would be added to the Agenda for discussion.

**Booklets, Brochures and leaflets on the below list were received.**

Clerks & Councils Direct

Countryside Voice CPRE Sea change

**Emails on the below list were received and sent to Councillors.**

The Rural Bulletin - 25 June 2019

FREE coach travel to Armed Forces Day national event from Warminster - Sunday 30 June 2019

Parish Newsletter – week commencing 24 June 2019

Briefing Note 19-017 Salisbury Central Area

CPRE Planning workshops 2019

Wessex Community Action Mid- Summer Update

Notification of a Meeting of Frome Town Council

Review of the South Somerset Local Plan (2006 – 2028) - Preferred Options Consultation

Civic update - 27th June 2019

NALC Annual Conference 2019

The Rural Bulletin - 02 July 2019

Swindon and Wiltshire Growth Hub: News Hub Issue 13

PRESS RELEASE: To help revitalise England’s high streets, the Government awards £8.6 million to consortium that includes Civic Voice

Frome Town Clerk's Update

Youth Action Wiltshire Community First Summer Garden Party

RSN Rural Funding Digest - July 2019 Edition

NALC Newsletter

WALC newsletter - July 2019

Chief executive's bulletin

NALC Annual Conference 2019

Briefing Note 19-018 - Substantive Highways Scheme Fund

Further limited consultation on electoral divisions - closing date 29 July

Wiltshire Neighbourhood Watch AGM - 13th July 2019

The Rural Bulletin - 9 July 2019

Councillor Patrick Nixon Resignation

My Community Digest | Bright Ideas Fund launch, Keep it Local and more!

Notification of a Meeting at Frome Town Hall

Press Release - Online Safety Partnership 11/07/2019

Cranborne Chase AONB Grants & Funding Blog

Notification of a Meeting of Frome Town Council

Wessex Community Action - July Newsletter

Army Basing Newsletter - July 2019

Chief executive's bulletin

CPRE How thousands came together to persuade politicians The Time is Now

Briefing Note no. 19-019 – Polling District and Polling Place Review Consultation

Community Governance Review - expressions of interest sought from parishes

July Highways Newsletter

Civic update - 15 July 2019

The Rural Bulletin - 16 July 2019

NALC Newsletter

NALC Chief executive's bulletin

Briefing Note no. 19-020 – Ofsted Report July 2019

NALC Annual Conference 2019

Creating space for beauty: interim report of the Building Better, Building Beautiful Commission

The Rural Bulletin - 23 July 2019

NALC Chief executive's bulletin

Bright Ideas Fund is now open!

RSN Rural Funding Digest - August 2019 Edition

Bat box event, Sunday 25th August, Warminster Town Park

The Rural Bulletin - 6 August 2019

NALC Chief executive's bulletin

Tea Dance

Invite to Wiltshire Local Plan Review Consultation Events - September/October 2019

Invitation to the Rural Conference 2019

Chairing skills training - 2nd October 2019 - Devizes

The Rural Bulletin - 30 July 2019

News from Cranborne Chase AONB

What Now? after a cancer diagnosis event - Thursday 19th September 2019

Briefing Note no. 19-022 Wiltshire Housing Land Supply

NALC Chief executive's bulletin

Policing Rural Newsletter

CPRE Will you help us clean up the countryside?

Frome Town Clerk's Update

WALC Newsletter - August 2019

The Rural Bulletin - 13 August 2019

Cranborne Chase AONB Planning workshops 2019

NALC Newsletter

The Rural Bulletin - 20 August 2019

News from Cranborne Chase AONB

Briefing Note No. 19-023 - Representation on special school provision in north Wiltshire

NALC Chief executive's bulletin

NALC Annual Conference 2019

The Rural Bulletin - 28 August 2019

Frome Town Clerk's Update

Community Governance Review - expressions of interest sought from parishes

NALC Chief executive's bulletin

PCC's Annual Report

**19/227 Parish Clerks Delegated Powers** LGA 1972 s101

**Resolved:** noted the below:

Application Ref: 19/06091/FUL

Application for Full Planning

Proposal: - Application of smooth soft white render over the pebbledash on the front wall of the property and paint the existing brickwork a charcoal grey. Installation of 2 low profile sun tunnels, front and rear.

At: Foxlease, High Street, Maiden Bradley, Warminster, Wiltshire, BA12 7JG

**Decision:** Supported

**19/228 Notice of items to be taken into consideration at the next meeting in October.**

**Resolved:** thebelow list:

Model Financial Regulations update, Freedom of Information Charges reviewed, Newsletter, Risk Assessment, Provision of Internal Audit Services for 2019/2020 (Internal Audit Quotations), confirm the Councillor to action the Internal Audit Check, to be approved and date arranged, Quarterly VAT Return, Clerk’s Appraisal and Review Clerks Wages for inclusion in the draft budget, Re-enrolment The Pensions Regulator.

**19/229 Items for Parish Newsletter & Notice Boards**

**Resolved:** the below list:

Wiltshire app

Parish Plan to be drafted by Councillor Alexandra Channer

Sid to be drafted by Councillor Simon Wager

Planning

Somerset Arms Refurbishment to be actioned by the Estate.

1**9/230 Date of the next meeting**

**Resolved:** that Tuesday 8th October 2019 at 7.00pm is the date of the next meeting. All are welcome to attend**.**

**Meeting ended at 8.30pm**

Council are asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status and any disability); Crime and Disorder, Health and Safety and Human Rights. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (07540 611906) or 01985 213436 email ([maidenbradley@virginmedia.com](mailto:maidenbradley@virginmedia.com) at least 24 hours before the meeting so that every effort may be made to provide access.

