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 March 2020 at 7.00pm.**

**Present: Councillors**, Angus Neish, Simon Wager, Ian Ferguson, Ray Kenzie and Alexandra De Renzy Channer.

**In attendance:** The Parish Clerk, Mrs Sarah Jeffries PSLCC

**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.

No public were present, so no questions were put to Council.

**19/392 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 Sebastian Seymour had given his apologies due to a work commitment. Council resolved his reason for absence. Councillor Susanna Brigden had given her apologies due to a family commitment. Council resolved her reason for absence.

**19/393 Dispensations**

**Resolved:** none received by the Clerk.

**19/394 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:** noted none given.

**19/395 Chairman’s announcements**

**Resolved:** noted none given.

**19/396 To receive and sign the minutes of the meeting held on 11th February 2020 (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 Ian Ferguson.

**19/397 Planning**

**Resolved:** noted that at the time of producing the Agenda the Clerk had not received any planning applications for Council to comment on.

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

**Planning Decisions**

To receive planning applications decisions made by Wiltshire Council.

**Application Ref: 20/00843/TCA**

**Application for Work to Trees in a Cons Area**

**Proposal: - T1 & T2 - Lawson Cypress trees - fell**

**T3 - Deciduous tree - reduce & reshape crown by 2m**

**At:10 Church Street, Maiden Bradley, Warminster, Wiltshire, BA12 7HW**

**Decision:** the Wiltshire Council Website states that a decision will be made by Wiltshire Council on Thursday the 5th March 2020, to date no decision has been uploaded to the website.

**Application Ref: 19/11940/TCA**

**Application for Work to Trees in a Cons Area**

**Proposal: - 2 x Beech trees - fell**

**6 x Sycamore trees - fell**

**1 x Sycamore tree - coppice to lower height**

**2 x Ash tree - fell**

**At: 90 Frome Road, Maiden Bradley, BA12 7JA**

Decision: supported

**19/398 Parish Steward**

**Resolved:** approved for the drain to be cleared at the corner of Back Lane and Kingston Lane. The Clerk was instructed to inform Councillor Sebastian Seymour of the request. Council noted a report from the Clerk that Area Highways Engineer Denise Nott has arranged for the sweeperto visit the parish, to sweep the Church Street pavements.

**19/399 Traffic Calming and Speeding Traffic - Action Plan Transport & Traffic**

**High Street Petition**

**Resolved:** Councillor Simon Wager reported back on Martin Roses report. Council noted that a second metro speed check would be actioned to recheck the figures noted. Following discussions, it was agreed that Councillor Simon Wager would put forward previous conversations about the footpath requirements had with Martin Rose. The issue with walking up the Frome road would also be brought up at Councillor Simon Wagers meeting with Highways Engineer Denise Nott.

**Community Speed Watch (CSW)**

**Resolved:** Councillor Simon Wager updated Council on the sessions held to date and new arrangements for the groups. It was noted that the Rural Policing Team will be coming out to support the CSW and that a replacement has been appointed for Rodger Fooks. The replacement will meet the CSW Team in the near future. It was felt that Frome road CSW would be the best position to work when the Policing Team visit.

**19/400 Bus Stop**

**Resolved:** Councillor Ray Kenzie spoke on the maintenance of the Bus Stop in Church Street. It was decided that all the items were not drastic, and due to the financial implications, they could have on the budget for 2020/2021, it was agreed they could wait a year. It was agreed to add its refurbishment to the budget for 2021-2022.

Councillor Simon Wager and Ian Ferguson were tasked with actioning a Health & Safety Check on the Bus Stop monthly in future. The Clerk would provide a check sheet.

**19/401 Recreational Area - Health & Safety**

**Resolved:** noted that the Hippo Springer Caps have been received and fitted by Councillor Simon Wager. No further issues were highlighted.

**19/402 Village Hall – Action Plan Local Economy and Tourism**

**Resolved:** notedno report was available as Councillor Susanna Brigden was not present, the Clerk was instructed to place this item on the next Agenda**.** Council noted the Village Hall minutes.

**19/403 Defibrillator**

**Resolved:** noted Councillor Simon Wager hadnothing to report. The Clerk was instructed to action a new updated Contact notice for the inside of the cabinet. Council noted that the Defibrillator checks have been actioned and sent to the Clerk; a copy of the email has been filed.

Council was reminded that Tuesday 15th September 2020 starting at 7.30pm (with access to the hall at 7pm) is the date of the next Defibrillator training session in the Community.

**19/404 Litter Pick/ Collection of the Litter collected**

**Resolved:** noted the Clerk had purchased 20 pairs of gloves, Litter pick bags and the first aid refill pack. The Clerk supplied these items to Councillor Alexandra Channer at the meeting.

Council noted that the Clerk had had it confirmed by the Warminster Area Board Manager Graeme Morrison that he is now unable to arrange for the litter to be collected from the Village Hall as Wiltshire Council has now changed its policy and due to financial implications, it is offering a permit for the Parish Council to be able to deposit the collected litter at the nearest waste centre without charge. Council discussed the collection and delivery of the waste collected; it was agreed that Councillor Angus Neish to deal with disposal of litter from the village hall.

Council discussed the report actioned by Councillor Ray Kenzie re the Litter Bin replacement in Church Street, it was decided to not replace the litter bin as the ownership of the land had now changed. Councillor Ian Ferguson to speak to the parishioner who highlighted the problem.

**19/405 Action Plan/Parish Plan**

**Resolved:** Councillor Ian Ferguson reported on the volunteer footpath maintenance group meeting held a week ago, 5 parishioners had got together and re stoned Back Lane footpath with the landowner’s agreement. A Quarry Company had donated the stone. Councillor Ray Kenzie mentioned to Council a particular issue with signage, he will highlight the signage issues with the group. It was noted that the farmers will be contacted and liaised with on future areas highlighted during the meeting. Councillor Angus Neish noted that he will be invited to the next meeting.

**Mobile Phone Group**

Council noted that this group has sadly disbanded, due to lack of interest.

**Summer Fair**

Council noted that the Summer Fair meetings have been proactive, the group had met on the 13th March 2020, they are to meet again on the 4th April 2020, the meeting will consist of the volunteer group with the Hall Committee also present. They are proposing a pop-up pub night on the evening of the Summer Fair with a music act and BBQ.

**History Group**

Councillor Alexandra Channer mentioned, there is a wish to produce a publication on the history of Maiden Bradley and a map of the village etc. a Volunteer Group had been formed and all ideas put forward by this group are still under discussion. The Clerk advised Swindon and Wiltshire History Centre is visited by the Group to gain further information.

**Information Posters**

Council noted that the poster of events now on the village noticeboards required updating, Councillor Ray Kenzie to email Clerk the updated poster to print, laminate and display. It was agreed that a copy of the updated poster to go on the millennium notice boards also.

**Rights of Way**

Noted no response had been received to date from the Wiltshire Council Rights of Way Team about when they could meet the footpath maintenance volunteer group. Council noted that a read receipt for the invite had been received by the Clerk.

**Parish Plan Information Flier**

Council approved Councillor Alexandra Channer preparing a flier for the Parish Plan Action Plan. Council noted that three quotes would need to be obtained for its printing.

**Church Railings Volunteer Group**

Council noted that the Church railings area has been cleared, it was noted that a ton and a half of rubbish was cleared out, a parishioner had kindly disposed of the rubbish, the Clerk to send a thank you letter to the parishioner. Council noted that the painting would start soon, the project was progressing well.

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

**19/406 Annual Parish Meeting**

**Resolved:** instructed the Clerk to invite the below groups,Volunteer Groups to be invited by word of mouth by Councillors. Council noted that the Grant Donation will be awarded to the Mere Link Scheme during the meeting

Parish News Editor Pat Kennedy

PCC Kim Baker

Neighbourhood Watch Dereck Stevens

Chairman Mere Link Scheme

Village Hall Chairman

Rural Policing Team

(Meeting of the Electors) Arrangements. (This is a meeting of the electors not a parish council meeting. The meeting is chaired by the Chairman of the Parish Council.

**19/407 Policy updating**

**Resolved:** approved the policy draft vexatious policy attached and resolved its implementation.

**19/408 PAT Testing.**

**Resolved:** approved the quotation from Wheelers of (Westbury) Ltd. The Clerk was instructed to arrange for the PAT testing to take place.

**19/409 VAT Reclaim**

**Resolved:** noted that the Clerk had actioned a VAT reclaim for £568.50 and that it had now been received.

**19/410 Asset Register Review**

**Resolved:** approved the Asset Register. It was noted that thewood bench in Back lane requires varnishing. Councillor Ray Kenzie offered to action it; this was approved.

**19/411 Budget Review**

**Resolved:** noted the verbal Budget Review report from the Clerk.

**19/412 Parish News/ Motion put forward by Councillor Ian Ferguson**

**Resolved:** noted thatCouncil had approved£400.00 in the budget. The Clerk was instructed to inform the Parish News that an uplift from £300.00 to £400.00 an increase of 33% had been already agreed to cover the additional publications. The Clerk was asked to inform the Parish News that the Council sets it budget in December/January

**19/413 Councillors Internal Check**

**Resolved:** noted that Councillor Sebastian Seymour had actioned a check on the accounts on the 9th March 2020, no issue was highlighted.

**19/414 Year End/Internal Auditors Visit**

**Resolved:** noted that the Clerk will action the yearend next month. The Internal Auditor has booked to visit the Clerk to action the Internal Audit on the 20th April 2020. The Clerk will therefore bring the Year End Audit to Council at the 12th May 2020 meeting.

**19/415 Data Protection Fee Information Commissioner Office**

**Resolved:** approved the renewal of its Data Protection Licence.

**Organisation name:** MAIDEN BRADLEY WITH YARNFIELD PARISH COUNCIL   
**Reference:**  Z6504042    
 

**Data protection fee - renewal is due - collecting your direct debit payment**

Your registration as a data controller under the Data Protection Act 1998 (DPA98) will expire on 10/04/2020. You are legally required to either:

* Renew your registration, or
* Cancel your registration if your circumstances have changed and tell us why you no longer need to be registered.

**Changes to the law**

Due to the data protection regime in force from 25 May 2018, you will no longer be required to 'notify' or pay a fee under the DPA98. But you will be required to pay a new data protection fee under the Data Protection (Charges and Information) Regulations 2018.

**Changes to the fee**

Under the new regulations, you must still pay an annual fee, depending on your size **or** turnover, but this will now be £40, £60 or £2900. VAT is nil in all cases.

Based on the information we have, we believe that you are now required to pay £40.00 under the new regulation. As you have a direct debit in place, we'll renew your registration automatically. You will also receive an annual £5 reduction each time you pay by direct debit. We'll collect the data protection fee on or around 10/04/2020.

You should use our assessment tool ([ico.org.uk/fee-self-assessment](https://ico.org.uk/fee-self-assessment)) to confirm how much you need to pay, and contact us immediately if you think we have got our assessment wrong.

**Changes to the sanction**

Failure to pay the data protection fee will be addressed through a fixed penalty.

If you process personal data for any of the non-exempt purposes and you either don't pay the fee, or you don't pay the correct fee, you will be breaking the law and could be fined up to £4,350 (on top of the fee you have to pay).

It is important that we receive all payments or cancellation requests on time, as 14 days after expiry, we will send notice of our intention to issue a fixed penalty notice, which you will have the opportunity to respond to.

**Changes to the information we collect**

Under the new regulations, you no longer have to tell us about the personal data you process. However, if you are required to have a Data Protection Officer (or you otherwise choose to appoint one), you should tell us about this, preferably at the same time as you pay your data protection fee.

To find out if you need to appoint a Data Protection Officer please see our [Guide to the GDPR - Data Protection Officers](https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/accountability-and-governance/data-protection-officers/).

For more information about any of the other changes described in this email, please see our [Guide to the data protection fee](https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/accountability-and-governance/guide-to-the-data-protection-fee/).

Yours sincerely Paul Arnold Deputy Chief Executive Officer Information Commissioner's Office

**19/416 Approval and signing of Parish Accounts for the month of February 2020** Internal Audit Accounts & Audit Regulations 2003 reg 2

**Resolved:** approved the accounts for February 2020 and noted that the Unity Trust Bank balance as of the 29th February 2020 was £8,311.51

**19/417 Payments** LGA 1972 s150 (5)

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

**Invoices**

Wages March LGA 1972 s111 £424.72

Travelling Clerk March LGA 1972 s111 £ 48.69

Heat Light phone etc. March LGA 1972 s111 £ 10.66

K. M. Dike Nurseries February 2020 Open Spaces Act 1906 ss 9 and 10 £292.96

1 & 1 Website 01.03.20– 01.04.20 LGA 1972 s111 £ 18.00

Rapide System Supplies Ltd Litter pick Equipment LGA 1972 S111 £ 90.54

Information Commissioner Data Licence LGA 1972 S111 £ 35.00

Outdoor Play South West Hippo Springer Caps 12

LGA 1972 Sch 14 Public Health Acts £ 42.00

**Receipts: To note receipt of income**

Horningsham Parish Council February & March IT usage Contribution £ 16.00

HMRC VAT reclaim £568.50

**Account Balance** £8,311.51

Payments above payments £920.57

Income £568.50 £16.00 already included in total Account balance

**Total Balance** £7,959.44

Council agreed Councillor Simon Wager and Councillor Agnus Neish would be the two Councillors to action the online payments this month.

**Unity Trust Bank**

**Resolved:** noted that Unity Trust Bank had sent email confirmation on the 28th February 2020 that the updates re signatories had been completed and that Councilor Ray Kenzie is now live on the system.

**19/418 Clerk’s Report**

**Health & Safety Report**

**Resolved:** approvedthe Clerk arranging for her Annual Health & Safety at work report to be actioned**.**

**Parish News Article**

**Resolved:** approved the informative article for publication on the Role of the Parish Council with the paragraph re come to meetings paragraph altered as discussed.

**Procedural Document to cover the key financial procedures performed by the Responsible Finance Officer**

**Resolved:** noted and approved the updated the Procedural Document to cover the key financial procedures performed by the Responsible Finance Officer.

**SLCC Practioners Conference**

**Resolved:** noted that the Clerk found the Conference extremely useful and when received, the Clerk will send out a copy of the Power point presentations to Councillors just for information. The Clerk was advised of two books to read in relation to Sustainable Communities, The Sustainable (ish) living Guide and Crucial Conversations. The Clerk has ordered both personally.

**1 & 1 Websites Domain Renewal**

**Resolved:** noted that the Clerk had received confirmation that the Domain name maidenbradley.org.uk is coming up for renewal. An invoice is yet to be received at the time of producing this Agenda.

**Wiltshire Council updates**

**Resolved:** noted that the Clerk was unable to produce an update for the Warminster Area Board as the request was made on the 25th February for the 26th February, as the Clerk was in attendance at the SLCC Conference.

**19/419 Correspondence received**

**Link Scheme**

**Resolved:** noted that the Mere Link Scheme Chairman and Local Representative have confirmed that they will be able to attend the Annual Parish Meeting to receive the kind donation approved at the last meeting.

**Economic Development and Planning**

**Resolved:** notedthe questionnaire but did not decide to comment.Email documentation sent to Councils on the 02.03.20 briefing note 20-11

Further to Briefing Note No.19-015 the Council is undertaking additional engagement with the town and parish councils to inform the review of the Wiltshire Local Plan.

This will focus on updating our evidence base in relation to:

(i) Rural facilities survey; and

(ii) Open space and green infrastructure.

We are writing to parishes requesting responses by 31 March 2020. This can be extended if parishes need further time. In such cases clerks should contact the council to agree an extension period.

Rural Facilities Survey

In April 2019, we contacted rural parish councils to assist us in updating the rural facilities survey, which was last published in 2013. The response rate was low, and this is being followed up to provide the opportunity for the parishes who didn’t respond last time round to complete the survey.

This information will enable us to have a better understanding of local facilities and employment provision in rural settlements and parishes in Wiltshire. It will be used to inform policy development for the more rural parts of the county. In summary, the new survey will ask for details of facilities, services, local employers and the extent of mobile and broadband coverage for each rural settlement.

Green infrastructure and open space

The council is also updating its open space and green infrastructure evidence base to inform the review of the Local Plan, the development of a new green infrastructure strategy and open space strategy for Wiltshire.

To support this, we are writing to the town and parish councils to seek their input and to provide information about their local area. This builds on the open space consultation undertaken in 2015, which was well responded to.

The Green Infrastructure Strategy will identify Wiltshire’s existing strategic green infrastructure and set out a long-term vision, objectives and framework to support a delivery plan for the enhancement of this important network. The Green Infrastructure Strategy will inform the work of the council, partner organisations and the community to improve the mental wellbeing and physical health of residents through improved connectivity with the countryside; support natural methods of urban cooling; help improve air quality; and increase biodiversity through developing eco-recovery networks.

The term ‘green infrastructure’ describes the network of green and blue (water) natural spaces and includes formal as well as informal spaces, such as allotments, amenity greenspace, parks and recreation grounds, outdoor sports pitches, play space, rivers, canals and ponds.

The benefits of green infrastructure as multifunctional areas of land are explained by Natural England as follows:

“Individual spaces may have many functions such as:

• providing recreational space for healthy exercise and a relatively tranquil environment.

• providing a place for wildlife to live.

• contributing an attractive green element to the image of an area.

• raising the quality of people’s everyday living and working environments.

• providing flood storage space in times of flood.

• providing a transport corridor for walkers and cyclists.

• helping areas cope with the impacts of climate change; or

• providing areas for local food production.”

To assist the town and parish councils in responding, we have prepared a questionnaire that is supported by a guidance note and maps that illustrate our current understanding of the open spaces in each parish. We will be asking town and parish councils to consider whether this is up to date and to provide any information they have on the quality of spaces. In addition, blank maps are being provided so any ideas that could help enhance the local green infrastructure network can be put forward for consideration.

By engaging with town and parish councils, we hope to get a better understanding of the quantity and quality of the local open spaces that exist and any local evidence of future need.

The information will support the setting of local open space standards to ensure that any new developments help deliver identified local needs. The resulting Open Space Strategy and Green Infrastructure Strategy will help to create a healthier environment.

**Wiltshire Council - A summary of the governments £220m “better deal for bus users” and how to make suggestions for improved or enhanced bus services in Wiltshire Briefing Note No. 20-10**

**Resolved:** notedthe questionnaire but did not decide to comment on the below.

To make it easier for passengers to pay for their journey on the bus, the government will work with industry to ensure that all buses accept contactless payments. The five largest bus companies have already rolled-out contactless payment devices across their networks, as have many medium-sized operators.

In Wiltshire the vast majority of all bus services have contactless pay facility. Those few remaining services that don’t will do so during 2021 and all future tenders will require suppliers to provide contactless payment facilities.

Passenger information and publicity

One of the recognised barriers to catching the bus is that there is not always enough information available and when it is, it might be inaccurate, or difficult to understand. As part of its “Bus Open Data” programme, the government is currently developing a new bus open data portal, which will contain information on bus services for use by app developers. Significant progress has been made, with the intention that fares, and location data will be available from January 2021.

Wiltshire Council already contributes to the portal through its commitment, along with all other local authorities in the South West and bus operators, to Traveline Southwest, where we have been feeding data into a system for many years now, that produces timetable, fare and real time passenger information. We are also about to invest in a replacement programme for the real time passenger information displays that can be found at bus stops informing the bus user when the next bus is arriving. Added to this, we are about to employ, on a part time basis, a post responsible for marketing the bus in Wiltshire, in partnership with key bus suppliers.

£5 billion fund announced

Following the announcement of the £220m a further package of £5 billion is to be invested over five years and will boost bus services by focusing on a range of priorities, set to include:

• Higher frequency services, including evenings and weekends, to make it easier and less restrictive for people to get around at any time of day

• More ‘turn up and go’ routes where, thanks to higher frequency, people won’t have to rely on timetables to plan journeys

• New priority schemes will make routes more efficient, so that buses avoid congested routes and can speed passengers through traffic

• More affordable, simpler fares

• At least 4,000 new Zero Emission Buses to make greener travel the convenient option, driving forward the UK’s progress on its net zero ambitions

• Over 250 miles of new, high-quality separated cycle routes and safe junctions in towns and cities across England; and

• Dozens of new ‘Mini-Holland’ schemes to transform town centres across the country and make them safer to get around

The details of this significant fund will be made available in the spending review later this year but reaffirms this governments priority towards bus.

What are the available funds?

Superbus networks (up to £70m available)

The primary objective of this £70m fund is to increase bus patronage in an urban area through a package of measures covering bus priority, reducing bus fares and increasing service frequencies. Unfortunately, Wiltshire does not qualify, as it requires the money to be used on one town, or city, with a population of more than 75,000 people.

Tackling air quality and greenhouse gas emissions (up to £50m available)

The Government is seeking expressions of interest from local authorities and bus operators in developing an all-electric bus town or city. This will see an entire location’s bus fleet changed over to zero emission capable buses. The town, or city, will serve as a model for zero-emission bus travel and feed into the overarching national bus strategy.

As many buses as possible are to be exclusively electric, with scope to test innovations such as longer distance hybrids, which operate in electric-only mode within the town or city. Local authorities will need to show how this supports their wider plans for public transport in the town or city. Up to £50 million will be invested to contribute to new buses and the supporting infrastructure.

From Wiltshire Council’s perspective this would support our pledge to be carbon neutral by 2030 and the wider environmental improvement. This will however be a challenge, as there are no settlements that readily meet the requirements, as set out in the bid criteria. Salisbury would however be the most obvious choice, and discussions are to be had with representatives of the GoAhead Group in the coming weeks to determine whether such a scheme might be viable for Salisbury.

On-demand services (up to £20m available)

To trial on-demand services in rural and suburban areas the government has established a fund of up to £20 million. Demand responsive transport (DRT) services have been used for some time to replace infrequent, traditional services which do not meet a local community’s specific needs, with ones which can get closer to where people live, at a time convenient for them.

Wiltshire Council has significant experience in this area and still currently operates DRT.

It is not possible at this stage to determine exactly what an expression of interest would look like, or include, but officers are discussing what needs are not currently met and where perhaps existing DRT could be improved. We would be very keen on submitting a bid for this and building upon our extensive experience of DRT.

Supporting bus services (up to £30m available)

Much of this funding is for experimental projects and a lump sum of £671,171 has been specifically allocated to Wiltshire Council to improve local bus services over a 12-18-month period and it is this funding which we are seeking advice from elected members and town and

parish councils on the best way to spend it. This briefing will also be sent to Community Engagement Managers and area boards.

The Government has informed us that it expects this funding to be used to improve the provision of local bus services in one or more of the following ways:

• increasing evening or weekend frequencies, or supporting additional seasonal services in tourist areas;

• restoring lost bus routes, where most needed, to ensure people have access to public transport services;

• supporting new bus services, or extensions to current services, to access e.g. new housing, employment opportunities, healthcare facilities etc.

The Government also expects us to provide them with an outline of how the money will be used before they release it to us but has given us very little time to do this. We can therefore only do a very basic consultation exercise in the time available, which is why we need your assistance.

We would therefore be grateful to receive from you, details of any requests you have received for bus service improvements, that you believe are causing problems for residents in your area and which you are confident would be well used by them if provided. Please email this information direct to Wiltshire Council’s Passenger Transport Unit at buses@wiltshire.gov.uk by Friday 27 March 2020, so that they can assess the feasibility of introducing these on an experimental basis using this funding.

While compiling these requests, please bear in mind that this funding is time limited, with no guarantee that further funding will be available at the end of the experimental period to allow the improvements to continue. Please also bear in mind that use of this money will need to be spread around the county and so requests for small improvements to existing services are likely to be more successful than those for completely new all-day services, which could cost in the region of £150,000 per annum to operate and be difficult to resource.

Please accept our apologies for the short timescale for this consultation, but the deadlines have been imposed upon us by the Department for Transport and are necessary in order for us to be able to claim the funding in good time to spend during the next financial year.

If you wish to discuss this request in more detail or obtain guidance on the feasibility of a suggestion before submitting it, please ring Wiltshire Council’s Bus Network Manager on 01225 713454 or email him at buses@wiltshire.gov.uk.

**19/420 Meetings and Courses for Councillors to consider attending**

**Warminster Area Board**

**Resolved:** noted that thedate for the meeting had passed.

The next meeting of the Warminster Area Board, scheduled for Thursday 5 March, 7pm at the Warminster Civic Centre. Wiltshire Council encourage all partners, parishes within the Warminster Community Area and members of the public to attend. The Agenda for the meeting was published on Wednesday 26 February 2020 on the Wiltshire Council website and can be viewed on the below link:

<https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=172&MId=12410&Ver=4>

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

Glasdon Village Gates ways and Focus on Local Councils

Clerks & Councils Direct

**Emails on the below list were received and sent to Councillors during February/March 2020.**

NALC Chief Executive's Bulletin

National Sexual Abuse and Sexual Violence Awareness Week 03/02/2020

The Rural Bulletin - 04 February 2020

Planning Application 20/00843/TCA Documentation

Frome Town Council Notification of a meeting of the Town Matters Committee 12 February 2020

RSN Rural Funding Digest - February 2020 Edition

Coming soon: Bright Ideas Fund round 7!

Watch now: NEW Communities in Charge film

Let’s reclaim our starry skies

Information for Wiltshire Parish Councils - Dorset & Wilts Fire and Rescue Authority, Wiltshire Local Performance & Scrutiny Committee

Civic update - 7th February 2020

NALC Chief Executive's Bulletin 10/02/20

Latest news and events from Warminster Our Community Matters for 02/07/2020

Briefing Note No 20-09 Changes to Kerbside Recycling Collections

Army Basing Newsletter - January 2020

Latest news and events from Warminster Our Community Matters for 02/14/2020

Wiltshire Council Potholes Parking Grass cutting Great British Spring Clean

Notification of a Meeting at Frome Town Hall

NALC Chief Executive's Bulletin 14/02/20

Civic Voice Conference 2020 1st-2nd May - bookings now open

Wiltshire News

NALC Newsletter

Frome Town Clerk's Update

The Rural Bulletin - 11 February 2020

Wessex Community Action February Newsletter 2020

WALC News - February 2020

Warminster Civic Centre Drop-In and Chat 17/02/2020

19/11940/TCA 90 Frome Road, Maiden Bradley, BA12 7JA Decision

The Rural Bulletin - 18 February 2020

Notification of a meeting of the Council Matters Committee 26 February 2020

Civic update 21st February 2020

Latest news and events from Warminster Our Community Matters for 02/21/2020

NALC Chief Executive's Bulletin 21/02/20

Rural Services Network Join us in March 2020 to discuss the Rural Strategy

The Rural Bulletin - 25 February 2020

Wiltshire News

Funding alert - The Bright Ideas Fund is open!

Swindon and Wiltshire Growth Hub: News Hub

Briefing note 20-10 - A summary of the governments £220m “better deal for bus users”

NALC Chief Executive's Bulletin 28/02/20

Latest news and events from Warminster Our Community Matters for 02/28/2020

**19/421 Parish Clerks Delegated Powers** LGA 1972 s101

**Resolved:** noted the purchase of litter pick gloves and bags.

**19/422 Notice of items to be taken into consideration at the next meeting in April 2020.**

**Resolved:** Year End, Nominations for Chair and Vice Chair for the May meeting, next year plant spring bulbs in the verges (Councillor Alexandra Channer to action a map of planting areas and costs), recent Highways Lorry issues to be noted.

Councillors noted if they wish motions to be included on the next Agenda, they need to be sent to the Clerk by the 1st April 2020 (Easter holidays cannot be included in the working days) as per Standing Orders. See below:

**Standing Orders**

**9. Motions for a meeting that require written notice to be given to the Proper Officer**

A A motion shall relate to the responsibilities of the meeting for which it is tabled and, in any event, shall relate to the performance of the Council’s statutory functions, powers and obligations or an issue which specifically affects the Council’s area or its residents.

B No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least (6) clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting.

C The Proper Officer may, before including a motion on the agenda received in accordance with standing order 9(b), correct obvious grammatical or typographical errors in the wording of the motion.

D If the Proper Officer considers the wording of a motion received in accordance with standing order 9(b) is not clear in meaning, the motion shall be rejected until the mover of the motion resubmits it, so that it can be understood, in writing, to the Proper Officer at least ( 4 ) clear days before the meeting.

E If the wording or subject of a proposed motion is considered improper, the Proper Officer shall consult with the chairman of the forthcoming meeting or, as the case may be, the councillors who have convened the meeting, to consider whether the motion shall be included in the agenda or rejected.

F The decision of the Proper Officer as to whether or not to include the motion on the agenda shall be final.

**19/423 Items for Parish Newsletter & Notice Boards**

**Resolved:** Councillor Simon Wager to report on the Community Speed Watch, painting the railings and an update on volunteer groups actioned by Councillors Alexandra Channer and Ian Ferguson.

**19/424 Date of the next meeting**

**Resolved:** that **Tuesday 14th April 2020** at 7.00pm is the date of the next meeting. All are welcome to attend**.**

**Meeting ended at** 20.15pm **Signed……………………………………….**

