Maiden Bradley with Yarnfield Parish Council100

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 online on Tuesday 13th October 2020 at 7.00pm.**

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

**In attendance:** The Parish Clerk, Mrs. Sarah Jeffries PSLCC Fleur De Rhe Philipe, Martin Rose and Bill Parks.

**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.

Standing Orders stood down to move to the item on Highways with Wiltshire Council Highways Team members and Unitary Councillor interacting with the discussions and reporting. Bill Parks and Martin Rose & Fleur de Rhe Philipe re Item 8. See below item 40/046 Traffic Calming and Speeding Traffic - Action Plan Transport & Traffic.

Fleur De Rhe Phillipe addressed Council she mentioned Wiltshire Councils budgetary issues and that the Covid-19 rates are still low compared to the rest of the County but that these were not easy times, but we are lucky where we live. The Chairman thanked her for attending the meeting.

**20/039 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 sent his apologies due to a work commitment. Council resolved his reason for absence.

**20/040 Dispensations**

**Resolved:** none received**.**

**20/041 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.

**20/042 Chairman’s announcements**

**Resolved:** noted that the Chairman had no announcements to give.

**20/043 To receive and sign the minutes of the meeting held on 8th September 2020 (Previously circulated)** LGA 1972 Sch 12 para 41(1)

**Resolved:** that they were a true record of the decisions made at the meeting on the 8th September 2020. Proposed Councillor Ray Kenzie Seconded Councillor Ian Ferguson. The Clerk would send a hard copy to the Chairman to sign and return due to the Covid-19 regulations.

**20/044 Planning**

**Resolved:** noted that at the time of preparing the Agenda, no planning applications had been brought to the Clerks attention.

**(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:** received and noted the planning application decision below made by Wiltshire Council.

**Application Ref: 20/07399/PNCOU**

**Application for Prior Notifications on change of use**

**Proposal: - Change or Use of Agricultural Buildings to a flexible use within Shops (Class A1 Retail).**

**At Manor Farm, Junction with, Dukes Lane East C41, Bradley Lane, Maiden Bradley, BA12 7HY**

Decision: Refuse.

The local planning authority has determined in this case that its prior approval is required, and that this prior approval is REFUSED for the following reason(s):01 The application submission does not make clear the full extent of the proposed A1 use and the plans submitted are unclear and inaccurate and appear to show two different schemes. Having regard to Paragraph W.-(3)(b) the developer has provided insufficient and inaccurate information to enable the local planning authority to establish whether the proposed development complies with any conditions, limitations or restrictions specified in this Part as being applicable to the development in question. Furthermore, based on the information submitted, the traffic generated from this proposal would use a road which, by virtue of its function in the highway network and its inadequate width, alignment and junctions, is considered unsuitable to accommodate the increase in traffic from an open A1 Retail Use development. The proposal is therefore contrary to paragraph R.3(I) (b) criterion (i) of Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) in relation to the transport and highways impacts of the development

**Planning Appeal Notification TOWN AND COUNTRY PLANNING ACT 1990**

**Resolved:** noted the below correspondence. Council instructed the Clerk to reply with the fact that theCouncil still supports with the same provision as in its planning application previously commented on, all agreed.

I am writing to let you know that an appeal has been made to the Planning Inspectorate in respect of the above site. The appeal is against a refusal and is to be decided on the basis of the written representation’s procedure.

The Planning Inspectorate have introduced an online appeals service which you can use to comment on this appeal.

You can find the service through the Appeals area of the Planning Portal – see https://acp.planninginspectorate.gov.uk. Alternatively, you can send your comments to west2@planninginspectorate.gov.uk or Planning Inspectorate, Room 3c, Temple Quay House, 2 The Square, Bristol BS1 6PN, quoting the Inspectorate reference. Comments should be received by 14th October 2020.

The Inspectorate may publish details of your comments, on the internet (on the appeals area of the planning portal). Your comments may include your name, address, email address or phone number, please ensure that you only provide information, including personal information belonging to you that you are happy will be made available to others in this way. If you supply information belonging to a third party, please ensure you have their permission to do so. More detailed information about data protection and privacy matters is available on the Planning Portal.

Any representations received after the deadline will not normally be seen by the Inspector and will be returned.

Any comments you may have already made following the original application will also be forwarded to the Inspectorate (unless they are expressly confidential) but you may withdraw, modify or amplify them now if you wish. All comments received will be copied to the appellant and will be taken into account by the Inspector in deciding the appeal.

APPELLANTS NAME:

Trustees of Lord Seymour's 1971A Fund

APPEAL SITE: Manor Farm, Maiden Bradley, Warminster, Wiltshire, BA12 7HY

PROPOSED DEVELOPMENT: Notification under Class R to Determine if Prior Approval Required for a Proposed Conversion of Agricultural Buildings to a Flexible Commercial Use for a Furniture Showroom Specialising in the Sale (A1 Retail) of Bespoke and Antique Furniture with Ancillary Office (B1)

INSPECTORATE REFERENCE: APP/Y3940/W/20/3257578

APPEAL START DATE: 09 September 2020

If you wish to receive a copy of the appeal Decision Letter, you should write to the Planning Inspectorate specifically requesting one. The Planning Inspectorate will not acknowledge your letter unless you specifically ask them to do so. They will, however, ensure that your letter is passed on to the Inspector dealing with the appeal

.

Finally, you can get a copy of one of the Planning Inspectorate’s “Guide to taking part in planning appeals” booklets free of charge from GOV.UK at https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal.

When made, the decision will be published online at https://acp.planninginspectorate.gov.uk.

Yours faithfully, Mike Wilmott Head of Development Management

**40/045 Parish Steward**

**Resolved:** no items were highlighted for the Parish Stewards next visit.

**40/046** **Traffic Calming and Speeding Traffic - Action Plan Transport & Traffic**

**Highways and High Street Petition**

**Resolved:** noted the report from Councillor Simon Wager on the Parish Highways walk around with Martin Rose and Bill Parks Head of Highways to date. Councillor Simon Wager also give a verbal update of his further meeting on the 8th October 2020 with the Highways Team. The below was agreed with the Wiltshire Council Highways Team when Standing Orders were stood down to allow the item to be discussed by those involved.

Report on Traffic at PC Meeting 13th October 2020 noted. **Present:** Martin Rose Principle Traffic Engineer Wiltshire, Bill Parks Head of Service and Local Highways Wiltshire.

**Points discussed agreed and actioned**

**Traffic Calming by the Church**

It was agreed that as a matter of importance the hedge and verge leading up to the traffic calming signage needed urgently to be cut back and cleared. **Actioned and completed**.

Pedestrian Crossing by the Old Shop Entrance and Public House forecourt The Bollards to be replaced with more robust ones, painted Green and reflective take applied. The reflective sign indicates the pinch point to be cleaned and re-positioned on its post to improve visibility. **Actioned and in progress.**

**B3093 High Street Crossroads**

It was agreed that the Stop Signage was obscured on both sides of the crossroads and needed to be addressed urgently. **Actioned**

**The White Line refurbishment has been agreed into the 2021 schedule.**

**B3092 start of 30mph into the village and pedestrian way up to the crossroads and High Street.**

Following the site meeting on the 24th September, it was agreed on suite inspection that there was a problem with traffic approaching the 30mph limit into the village. From this the following was proposed as part of a 3-year programme of improving safety and traffic into the village in the area.

**Phased three-year programme. Taken in order of PRIORITY**

Phases taken in order of priority

**Phase 1** **Current year 2020** It was agreed that a set of White Gates be placed on the 30mph boundary duly signed Maiden Bradley Village. To support the 30mph Signage. If possible, to be illuminated. (This has an extremely high cost) The hedges to be cut right back to give clear visibility up the road into the village Large 30mph Roundels to be applied on the roadway so that drivers can see they are entering a residential area approaching the cross roads. The hedges obscuring the 30mph warning signs further down the road to be cut back to give Drivers clear warning of approaching the 30mph limit. Road marking to be refurbished and improved to

include 30mph Roundels on the road in both directions. The Traffic Engineer to formulate drawing and costs. It was agreed that this proposal be put forward at the next CATG meeting and at the same time the High Street proposal be withdrawn for re appraisal. **Agreed and being actioned**

**Phase 2 Year 2021** B3092 30mph limit into the village

Investigate potential Traffic calming to be installed at the start of the 30mph limit into the village thereby slowing traffic. The Principal Traffic Engineer Martin Rose to formulate a proposal including drawings to establish what has to be done and the cost.

**In Progress Phase 3 Year 2022** High Street

To re-evaluate the proposal made for the High Street in light of both new SDR figures and CSW figures that do not show a speeding problem. Therefore, the present proposal will have to be re-evaluated and a new proposal put forward. It was agreed that the proposal be withdrawn from the CATG for the Current year. The Principal Traffic Engineer Martin Rose to give a formal report now the repeat SDR has been carried out. The order of priority for these items was suggested and agreed by and with the Wiltshire Council engineers as the most appropriate way to go forward within the monetary constraints in place.

**Other matters relating to traffic discussed**

Another SID be purchased as an alternative for the High Street. This was discussed and it was decided that the costs were too high that it would require further help to carry out the routine Charging and putting / taking down of the SID on a regular basis. Further taking into account the SDR returns which show the SID would have little effect. **Agreed not to proceed**

**Village Clean up and Sparkle Team.**

This has now progressed, and the Sparkle Team were on site and did an excellent job on the 8th October 09:30hrs onwards. **Actioned.**

**Traffic Signage.**

A request was put forward for Cyclists signage Martin Rose agreed to look feasibility of such signage including cost. There was also request for a pedestrian sign near the crossing by the Old Village Shop and the Pub. The Principal Traffic Engineer Martin Rose agreed to review this request, however felt that it was not a designated pedestrian crossing it was unlikely any appropriate signage would be available. Further requests were put forward for signage on High Street, The Rank and the B3092 also Back Lane regarding and single lane traffic signs. The general consensus of opinion was and agreed that there was enough signage around the village and further signage would disfigure the ambience of a pretty rural village.

**Community Speed Watch**

**Resolved:** notedan update from Councillor Simon Wager. Community Speed Watch is working well motorists have mentioned that it is easier to drive through the village with the CSW. Frome road CSW speeding was excessive abuse appalling which emphases that the traffic problems coming into Maiden Bradley so the project to install the recommended white gates is required. It was noted by Wiltshire Council Operatives that the refuse vehicles have issues with the traffic also when collecting. It must be noted that there are no issues with lorries, it is SUV and car drivers who are the worst offenders. Councillor Simon Wager also mentioned that he has spoken to the PSO and asked if they could come along to the Frome road to support the CSW Team there next.

Council noted that the Clerk has featured pictures of the Community Speed Watch Teams on the Facebook pages to make parishioners more aware of the work they are actioning on their behalf.

**Speed Indicator Device for High Street use to reduce traffic speed**

**Resolved:** noted thebelow motion, costs and that volunteer labour would be taken away from more pressing highways projects. It was noted that the data returns on the Community Speed Watch session has not shown any speeding issues in High Street. It was agreed that this would not be a viable use of the precept available. The best option it was agreed is to put money in the white gates project if approved by the CATG.

Part of the ongoing request from parishioners living on The High Street to reduce perceived traffic speeding possibly as an alternative to the present traffic proposal. To resolve to the request bearing in mind the already load on the SID team installing and

taking down the current SID in Three different positions on Church Street and Frome Road. Costs:Speed Indicator Device roughly £2,850.00 Plus VAT Mounting Pole and installation £800.00 Plus Vat.

**40/047 Bus Stop**

**Resolved:** noted the Health & Safety Check on the Bus Stop. Noted that the Area Highways Engineer Denise Nott was still to come back to Councillor Simon Wager re costs and feasibility. Council instructed the Clerk to place this item on the next Agenda.

**Dog Faeces at the Bus Stop**

**Resolved:** noted it had received correspondence from a parishioner regarding the request for the Bus Stop bins frequency of emptying be increased, or that it puts a Dog Faeces bin in another area in Back lane or another place in the village for Dog owners to use. Council noted Councillor Simon Wager was still in talks with the Highways Team at Wiltshire Council for a brown dog faeces bin at the Bus stop and in back lane. Installation costs and maintenance costs re the collection of the Dog faeces waste was still to be confirmed for Council to discuss within the Precept Budget.

**40/048 Litter Pick/Community Clean up**

**Resolved:** notedCouncillor Alexandra Channer had agreed to manage the Community Litter pick. Council approved Councillor Alexandra Channers recommended date of the 7th November 2020 for the Community Litter pick. Council approved the prepared poster (See attached) and the updated information, including making the meeting point at the Community Garden as that is also where rubbish will be dropped off. Council approved the updated the Risk Assessment and Council approved the purchase of a large bottle of hand sanitizer to have at the meeting point. Councillor Alexandrea Channer to provide the receipt to the Clerk for reimbursement as it was a small purchase item.

**40/049 Recreational Area - Health & Safety**

**Resolved:** Councillor Simon Wager reported on the monthly Health & Safety checks actioned on the equipment following the play areas closure. The Play area was all clean and tidy but still closed to the public due to Covid-19 as the Council were unable to meet the Government guidelines when reopening the play area.it was noted that the football nets had been put up, and that even moles keeping away from the toddler play area at present.

**Grounds Contract**

**Resolved:** noted that the Grounds Contract approved last year was for a three-year contract, the Contractor had confirmed that his price will remain the same for 2021/2022. It was agreed that the Clerk will use this figure for the maintenance budget for the recreational area.

**40/050 ROSPA Play Area Check**

**Resolved:** noted that the Clerk has not received the ROSPA Play area inspection report, to date.

**40/051 Village Hall – Action Plan Local Economy and Tourism**

**Resolved:** Councillor Susanna Brigden reported on the activites/actions by the Memorial Hall Committee. She reported that they have not made enough money in the shop to date and need more funding for it to survive. They have highlighted several possible funding streams and are looking to make grant applications to them. They are instigating a Community Christmas competition to decorate the outside of homes or an create an indoor festive window decoration. It is hoped that it will help bring in some much-needed funding, they are making approaches for bids for a silent type auction as well.

It was noted that the AGM is postponed until January due to the Covid-19 regulations on gatherings. Remembrance Day is scaled down for Covid-19 reasons this year and so Melvyn Thomas is to lay a wreath on his own. The Hall Committee are hoping to arrange an open-air carol service in the car park for Christmas.

It was noted that Brenda Smart has advised the Village Hall Committee that she will be stepping down as Chairman at the AGM. The provision of a Christmas tree in the Community was mentioned, and that Councillor Sebastian has been contacted over a possible project.

**Village Hall Representative**

**Resolved:** noted that Councillor Susanna Brigden has agreed to continue as the Memorial Hall Representee for the Council until May 2020.

**40/052 Defibrillator**

**Resolved:** noted a verbal report from Councillor Simon Wager, that the Defibrillator checks have been actioned and sent to the Clerk, a copy of the email has been filed.

**40/053 Wessex Water Outages**

**Resolved:** noted that the Clerk has approached the highlighted parishioner regarding the production of a draft communication regarding the water outages. Council instructed the Clerk to circulate to all for comment, when received.

**40/054 Action Plan/Parish Plan**

**Resolved:** Councillor Alexandra Channer reported to Council on the status of the Parish Plan.

The below were agreed by Council.

The Traffic requests have shown significant progress. In response to concerns raised, a 3-year traffic management plan is being developed in collaboration with Wiltshire Council and the traffic engineer. This was noted.

Mobile phone and internet coverage, it was agreed that the mobile phone item to be kept open in the Parish Plan. Councillor Alexandra Channer asked Fleur De Rhe Phillipe if Wiltshire Council were active with a programme. Unitary Councillor Fleur De Rhe Philip agreed to investigate and come back to the Clerk with to where this sits at present within Wiltshire Council.

The Summer fete group are very proactive and could move very quickly to produce a fete, as there was no idea at present if or when events could take place this item would be kept open until more clarity can be had in the spring.

Village shop nothing to report or add on this item. The village hall shop was not able to facilitate opening on Saturday as it did not have enough volunteers to constantly open it.

Rights of Way Officer is unable to visit due to covid-19. The footpath volunteers have been active, maintenance on back lane footpath and reporting to My Wiltshire any issues found on footpaths had shown improvements within the parish already. An OS map with footpaths was now inside the village hall for viewing. The transition to swing gates has not progressed, Councillor Alexandra Channer to follow up with the Wiltshire Council Rights of Way Team but is suspended at present due to Covid-19.

Councillor Alexandra Channer also reported that the volunteer groups have an idea to work on a booklet with 5 or 6 key walks in the village, it would be hoped to broaden it to cover not just walks, but cycling and runs within the parish. It was agreed to put in parish news request for ideas for walks from the village hall form the Community. It was also agreed that this idea could also go on the website as an interest to bring tourism to the parish. It was agreed that this idea to go into the action plan.

No volunteers had come forward to cover the Play area/outdoor gym project. It was agreed to reconsider this item in the spring.

Council noted that Kate Moore from the Sustainability Group was working on this in the Parish News feeding into it ideas on sustainable articles, it was noted that the Village Hall shop now sold eco products. Sadly, the Sustainability Group meetings have been suspended due to Covid-19. Councillor Alexandra Channer mentioned that the Clerk was working on the subject of Climate change and the actions the Parish Council could take. The Clerk confirmed that she would bring this information to the December & January meeting alongside the budget discussions. This was noted.

The highlighted items within the Parish Plan for the Church, Somerset Arms Public House and Estate were all in progress. This was noted.

The Parish Council communications, weight watchers, walkers, dog walker groups have meant more people attending Parish Council meetings until Covid-19 regulations stopped meetings taking place. Councillor written articles are now regularly being published so Councillor Alexandra Channer felt the Parish Council have met some of the commitment made in the Parish Plan. This was noted.

Conservation and historic issues, sadly nothing has moved forward as there has not been a lot of interest in these areas. This was noted.

Police Alert Scheme was progressing. This was noted.

Rural Tourism, it was felt that the weeding and strimming of the footpaths, volunteers and Wiltshire Council implementing the Sparkle day in the Parish, had made a huge difference to the Villages appearance. It was hoped that the Village Hall Competition would encourage more parishioners to put Christmas wreaths on doors as many did last December, and that the Litter pick in November complete the improvements to the appearance to the parish. This was noted.

The Information boards people had talked about, sadly the project has stopped due to Covid-19, but a possible artist has come forward willing to paint an image for the information board. This was noted.

Cycling, the condition of the national cycle way road surface had been analysed and deficiencies reported by Councillor Ray Kenzie on the Wiltshire Council online reporting system. This was noted.

The Under 18s became more involved, within the consultation but the Parish Council needs to think about how to maintain this relationship over the coming year. This was noted.

Communication re Parish News, they had been given an increased budget this year. Ongoing support to keep using the newsletter as communication tool for village events had not achieved due to Covid-19, so had been hard hit for its Parish Plan progress in this area.

It was agreed that Councillor Alexandra Channer create two columns to do and actioned, to be circulated to all by email and then the final copy brought to the November meeting. The Chairman thanked Councillor Alexandra Channer for her report.

**Spring Bulb Planting Plan**

**Resolved:** approvedCouncillor Alexandra Channers below motion. Council noted that the Estate has given its support to the project when it was presented to them by Councillor Alexandra Channer in her preparations to bring the project to Council she had also consulted with David Morse as he maintains the Knapp, one of the areas highlighted for planting.

Councillors asked the Clerk/Responsible Finance Officer where from the budget could this be vired, Council was informed that the monies could be moved from the s137 budget to grounds. Council unanimously supported the project. It was agreed that up to £600.00 in total could be vired for the project to go ahead. Councillor Alexandra Channer to email the order for the project to the Clerk for action. It was noted that a Parishioner has agreed to also gift some daffodils to the project. A Volunteer Group would be sought to action the planting. The Clerk informed Council that a Risk Assessment for the planting would need to be produced.

**Proposal**

To plant a variety of naturalising spring bulbs in the centre of Maiden Bradley. The goal is to brighten up our village for residents during the spring, as well as to signal to motorists that they are entering a village and thereby, we hope, to calm traffic speeds.

**Planting principles:**

* Use naturalising bulbs which are perennial and naturally split and spread over time
* Plant a variety of spring bulbs e.g. daffodils, snowdrops, crocus
* Plant different types of one variety of bulb e.g. we will plant different varieties of daffodils, rather than just one type of daffodil, in order to avoid uniformity of planting
* Try to ensure some daffodils on Back Lane near the bench are fragrant (e.g. Red Devon)
* Plant in swathes and random clumps (rather than in ordered lines or circles) to ensure planting looks natural. E.g. bulbs are thrown and planted where they fall.
* Plant near edges and around trees or benches where possible to ensure that the bulbs do not create too much of a hindrance to grass mowing in the spring
* Grass mowers will take care to protect the bulbs after flowering and as the foliage dies back e.g. until May/June.

We did consider planting areas on the roads entering and exiting the village but given costs and the logistics of protecting volunteers from HGV traffic during planting, we decided to reconsider this option next year.

**Planting logistics**

Volunteers will need bulb planters to do the planting effectively. We will try to source and borrow some so we don’t have to buy. A small planter costs between £10.00 (short version) to £35.00 (long-handled version).

We need to order the bulbs quickly to plant them in time and we will need to arrange a volunteer weekend of planting end of October. We need to consider road safety and volunteers may need to wear hi-vis vests.

**Draft budget**

Using example prices from J Parker Wholesale, the following is a draft estimate of number of bulbs and costs.

|  |  |  |  |
| --- | --- | --- | --- |
| **Bulbs** | **Village centre** | **Unit cost** | **Total** |
| Daffodil and Narcissi mix | 1,500 | 30.00 per 500 | 90.00 |
| Narcissi red Devon | 1,000 | 30.00 per 500 | 60.00 |
| Crocus Yalta | 500 | 80.00 per 1,0009.00 per 100 | 45.00 |
| Early spring flowering bulbs (snowdrop, iris, etc) | 1,250 | 75.00 per 1,250 | 75.00 |
| Snowdrops | 1,000 | £13.00 per 100£110 per 1,000 | 110.00 |
| Bluebells | 400 | £19.00 per 100 | 76.00 |
| **Total** | **6,150** |  | **456.00** |

**Proposed planting plan**





Below is the information for the type of bulbs that could be used. Examples taken from: J Parker Wholesale – Dutch bulbs

<https://www.dutchbulbs.co.uk/plant-1002329/daffodils-and-narcissi-mix-25kg.htm>

**DAFFODILS AND NARCISSI MIX 25KG DN138 (approx. 500 bulbs)**

<https://www.dutchbulbs.co.uk/plant-1002329/daffodils-and-narcissi-mix-25kg.htm>

£30.00 Per 25kg

**NARCISSI RED DEVON 25KG (approx. 500 bulbs)**

<https://www.dutchbulbs.co.uk/plant-1002312/narcissi-red-devon-25kg.htm>

DN125 £30.00 Per 25kg

**SINGLE SNOWDROPS**

MI093

£13.00 per 100

£110 per 1,000

<https://www.dutchbulbs.co.uk/plant-0000593/galanthus-single.htm>

**EARLY SPRING FLOWERING BOX**

SB023 £75.00 (Pack of 1250)

<https://www.dutchbulbs.co.uk/plant-1002286/1250-early-spring-flowering-box.htm>

250 each of Single Snowdrops (White), Iris Reticulata Harmony (Velvet blue, Puschkinia Libanotica (Blue tinted white), Chionodoxa Forbesii (Blue)and Scilla Siberica (Sky Blue).

**CROCUS**

**GOLDEN YELLOW MAMMOTH 7-8CM**

CR021 £9.90 per 100 / £90.00 per 1,000

<https://www.dutchbulbs.co.uk/plant-0000048/crocus-golden-yellow-mammoth-78cm.htm>

**CROCUS JOAN OF ARC 8-9CM white**

<https://www.dutchbulbs.co.uk/plant-0000051/crocus-joan-of-arc-89cm.htm>

£12.10 per 100 /£110.00 per 1000

<https://www.dutchbulbs.co.uk/plant-0004985/crocus-yalta.htm>

**CROCUS YALTA blue and white**

CR050 £9.00 per 100 / £80.00 per 1000

<https://www.dutchbulbs.co.uk/plant-0000036/crocus-species-mixed.htm>

**CROCUS SPECIES MIXED**

CR051 £5.50 per 100 / £45.00 per 1000

<https://www.dutchbulbs.co.uk/plant-0000597/hyacinthoides-nonscripta-english-bluebells.htm>

**HYACINTHOIDES NONSCRIPTA (ENGLISH BLUEBELLS)**

MI106 £19.00 per 100 /£170.00 per 1000

**Recommendation:** To resolve to plant spring bulbs in the autumn of 2020 along verges entering and through the village as part of a long-term plan for spring flowering.

**Neighbourhood Watch**

**Resolved:** Councillor Simon Wager agreed to invite Derek Stevens the Neighbourhood Watch Representative to the next meeting to see what support he needs and if a Grant could be sought to assist in increasing the profile of neighbourhood Watch in the Community.

Neighbourhood Watch Network there are Grants available for Neighbourhood Watch Groups. The Parish Plan highlighted 50 comments re local crime. The Clerk recommends that a Councillor liaises with the Neighbourhood Watch Co-ordinator to see if this grant could assist in addressing the Parish Plan wishes.

Neighbourhood Watch Network, the umbrella charity for Neighbourhood Watch groups across England and Wales, is trialling a new Community Grants Fund. The Trustees of Neighbourhood Watch Network have set aside funds toward a 6-month trial community grants programme for local groups delivering or setting up Neighbourhood Watch activities within their communities. Funds can be used for one-off project work or core costs. Groups will be able to apply for between £100 - £500 to deliver their Neighbourhood Watch work locally.

‘We know that for many of the local groups the effects of Covid-19 have been particularly challenging on their ability to raise funds, especially over summer when some hold street parties, family days, etc. One of the ways we hope to support local areas through these difficult times is with the trial introduction of our new Community Grants fund. ‘

<https://www.ourwatch.org.uk/communitygrants>

The Police and Crime

A total of 45 respondents said that they had experienced a crime at their home, typically a burglary. In the 50 comments made, there was understanding that the police lack resources, but frustration with the lack of follow-up or action.

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

**Unitary Councillor Fleur De Rhe Philipe gave her apologies and left the meeting at 8.15pm, the Chairman thanked her for her attendance and input.**

**20/056 Budget Review/Yearend**

**Resolved:** notedthe Budget Review report from the Clerk.

**20/057 Approval and signing of Parish Accounts for the month of** **September 2020** Internal Audit Accounts & Audit Regulations 2003 reg 2

**Resolved:** approved the accounts for September 2020 and noted the Unity Trust Bank balance as of the 30th September 2020 was £25,595.79.

**20/058 Payments** LGA 1972 s150 (5)

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

Wages October LGA 1972 s111 £443.45

HMRC Repayment LGA 1972 s111 £ 17.00

Heat Light phone etc. October LGA 1972 s111 £ 16.00

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

1 & 1 Website 01.10.20- 01.11.20 LGA 1972 s111 £ 18.00

Zoom Monthly Subscription Reimbursement LGA 1972 s111 £ 14.39

GeoXphere Mapping online Subscription LGA 1972 s111 £ 42.00

Unity Trust Bank Charges LGA 1972 s111 £ 18.00

**Receipts: To note receipt of income**

Wiltshire Council Precept Second Payment £12,117.18

Horningsham Parish Council IT Usage £8.00

**Account Balance** £25,595.79

Payments above payments £861.80

Receipts £12,986.98

**Total Balance** £37,720.97

Council agreed Councilor Simon Wager and Councilor Ray Kenzie would action the online payments this month.

**Quarterly VAT Return**

**Resolved:** noted that the Clerk had actioned a VAT reclaim for £426.44.

**Second Precept Payment**

**Resolved:** noted that the Second Precept payment of £12,117.18 from Wiltshire Council had been received in the bank.

**20/059 Clerk’s Report**

**Society of Local Council Clerks Conference**

**Resolved:** noted that the Society of Local Council Clerks had given the Clerk free access to the Conference in return for taking part in two Webinars. The Council noted that therefore it would not be invoiced for the Clerks attendance this year. Council approved the Clerk adding this unused budget into next year’s total budget figure to enable the Clerk to attend further training events when they are reinstated.

**Health & Safety in the Workplace Report**

**Resolved:** noted that the Clerk had to postpone her Annual Health & Safety at work check due to the Pandemic. The Clerk will reschedule this for November 2020 or if and when Covid-19 restrictions allow.

**Computer Back up Data Issue and Virus Protection**

**Resolved:** noted that the Clerk had called out the IT Specialist to reinstate the operating systems as the upgrade by Microsoft had removed the data and settings to a different version so the Clerk did not have access to her outlook etc. An invoice is to follow next month. The clerk mentioned that she was still having difficulties with Adobe documentation when it was received, this had been evident when the Adobe bulb planting documentation had been copied over to the Agenda. Council approved the Clerk seeking another visit from the IT specialist.

**Parish Newsletter**

**Resolved:** approved thedraft Annual Newsletter. Council discuss if it wished it to be just on online publication on the website or a hard copy distributed Newsletter. Council agreed that the publication be placed on the website.

**Website update**

**Resolved:** noted form theClerk that all documentation produced and uploaded to the website now had to be compatible for an online reader for those visually impaired. Council agreed to the Clerks recommendation that she attends the SLCC Word and Excel courses on how to produce documentation to be read by an online reader. The Clerk was instructed to book the courses.

**Parish Plan Representative**

**Resolved:** noted that Councillor Alexandra De Renzy Channer had agreed to continue as the representee for the Council until May 2020.

**Provision of Internal Audit Services for 2020/2021 (Internal Audit Quotations)**

**Resolved:** noted that it is in a 3-year contract with its present Internal Auditor above, and that the Clerk had made arrangements with them for the date of the Internal Audit for 2020/2021 to be the 20th April 2021.

Council confirmed that Councillor Sebastian Seymour would continue as the Councils Internal Audit Check and for that the clerk arrange a date with Councillor Sebastian Seymour for check to be actioned.

**Advertise for Grant Applications**

**Resolved:** approvedthe Clerk’s recommendation that an advert is placed in the Parish News asking for interest in the Community from Community Groups in applying for grants from the Parish Council for 2021. The Clerk recommended that the date for applications to be received by was set as the 31st November 2020 as per the Grant Awarding Policy. This would then enable the draft Grant Budget to be set with an idea of the need required in December.

**Clerks Appraisal** **& Review Clerks Wages for inclusion in the Draft Budget**

**Resolved:** noted that theClerk has actioned her appraisal and will send it to the Staffing Committee in November for them to discuss. The Clerk will bring the recommendations from the Staffing Committee to the attention of the Council, ready for the budget preparations.

**20/060 Correspondence received**

**Parishioners Reply to 30pmh request reply**

**Resolved:** noted that this issue below had been discussed above in the Highways items and that the Sparkle Team had cleared the area of concern. That the Highways Area Engineer had visited the area with Councillor Simon Wager, the state of the road and lack of signage in the area, it has been agreed that it is to be addressed through the Area Highways Engineer. Councillor Simon Wager to liaise with the Parishioner as to the way forward the Area Highways Engineer had recommended.

Given that the request has been turned down, is it possible for you to discuss at your next council meeting lowering the 50mph speed limit to 40mph? This would be in line with West Woodlands a couple of miles further up the road. It would also go some way to slowing the lorries and cars down before the 30mph speed limit that begins nearer the centre of Maiden Bradley. The majority of the vehicles 'carry the speed' they have built up past the 30mph and on towards the crossroads in the village. If the speed limit was 40mph outside our house there is a chance that the odd driver might actually stick to that speed rather than roaring past at speeds well in excess of 50mph.

**Draft Recommendations of the Electoral Review Committee for new Area Board boundaries, to take effect from May 2021.**

**Resolved:** noted the drafts content but declined to reply.

**Background**

Following the Electoral Review of Wiltshire Council, Electoral Divisions for the May 2021 elections no longer align to the boundaries for the Council’s 18 Area Boards, which are based on Electoral Divisions.

It is therefore necessary for Full Council to agree new Area Board boundaries for implementation in May 2021.

**Electoral Review Committee**

At its meeting on 21 July 2020 Full Council delegated authority to the Electoral Review Committee to conduct a review of Area Board boundaries and prepare recommendations for its consideration.

The Committee met with the Members of each Area Board in July to discuss the incoming Electoral Divisions and their impact, including on potential Area Board boundaries.

At its meeting on 13 August 2020 the Committee agreed a set of proposals for Area Board boundaries to be consulted upon.

**Consultation**

A consultation will run from **10 September 2020 – 31 October 2020** on the Draft Recommendations of the Electoral Review Committee for Area Board boundaries to take effect for May 2021.

This briefing note will be circulated to all parishes and Members, and where an Area Board meets it will have the opportunity to be briefed on the proposals.

Online surveys have been prepared for people to respond to the proposals, as follows:

Amesbury Bradford on Avon

Calne Chippenham

Corsham Devizes

Malmesbury Marlborough

Melksham Pewsey

Royal Wootton Bassett and Cricklade

Salisbury South East Wiltshire

South West Wiltshire Tidworth

Trowbridge Warminster

Westbury

**Decision**

The Committee will review all responses to the consultation and prepare Final Recommendations for consideration by Full Council on 24 November 2020.

**Internal Audit Services**

**Resolved:** noted the below correspondence the Clerk had received from the Internal Auditor.

I am writing to express our sincere thanks for all of your help this year in assisting us complete the necessary round of internal audit reviews (both final and one-off year-end reviews) for 2019-20 in order that we (and you) may meet the extended deadline of 31st August for completion, adoption and submission of the year’s AGARs to the external auditors.

The Covid-19 situation, apart from the obvious health concerns for everyone, has created numerous additional problems for all of us and we greatly appreciate all your assistance in providing the necessary documentation in electronic format for us to be able to complete the review process.

Looking at the short to medium term future, there obviously remains a high degree of uncertainty as to whether we shall be able to visit your offices in the next few months or whether we shall need to again try and undertake the initial interim reviews remotely. I would, as I am sure everyone else will, hope that, by the end of the financial year, we shall be back to a semblance of normality with visits and collection / receipt of records for the final reviews able to proceed as in prior years. Our contractors will be contacting you in the near future, if they have not already done so, to discuss specific arrangements for the conduct of the first round of interim visits and I trust that that you will again be prepared to work with us and, if necessary, provide documentation in electronic format.

Once again, many thanks for your assistance in 2019-20: we trust that we may continue to be of service in 2020-21 and look forward to working with you again. Kind regards and stay safe Stuart J Pollard Director

**Scottish & Southern Electricity Networks- Preparing for Winter**

**Resolved:** noted the below information. It was agreed that the Parish News, Facebook pages and noticeboard displayed the information leaflets/poster provided by Scottish & Southern Electricity regarding the below.

My name is Melanie, I work for Scottish and Southern Electricity Networks (SSEN)

We are the people responsible for maintaining the underground cables and overhead electricity wires in your area. Not to be confused with your electricity provider (who you pay your bill to)

As we once again find ourselves rapidly approaching what may be an especially challenging winter, I thought I would update you on what SSEN can help with to prepare your parish for bad weather and especially power cuts.

We are keen to promote that the most vulnerable members of your parish are covered by our Priority Services Register (which is free of charge) and any existing members have updated any new or additional information they may now have. Making sure everyone that may need our help or reassurance during a sustained power cut is important to us, as our customers are at the heart of everything we do.

I have attached a PDF copy of the Priority Services Register sign up leaflet and also an information leaflet on what we can do to help our customers on it. In a nutshell, those on the register will be kept informed during a power cut so they know when they can expect the power back on. We can assist in keeping them calm throughout a prolonged outage and provide hot water & drinks if necessary. And if an electricity supply is medically crucial, we will endeavor to provide a small generator to that individual.

I can arrange to deliver a bulk supply of these leaflets to you, or an outlet where people can pick them up (pub, post office, village hall) and I also can provide a written piece for a parish magazine, or website that explains the register and where residents can pick up a form to sign up. I can send this over if you think it would be useful.

In addition, we would like to refresh memories on the 105 number to report a power cut, and also our PowerTrack App, so anyone with a smart phone can log and track a power cut. We have found that not knowing how long a power outage will last is the major cause for concern. The App is continually updated to advise of the estimated time of power restoration. We also want to recommend that all residents have either a mobile phone, or a basic analogue home phone, as modern house phones that are plugged into an electrical socket do not work at all during a power cut and can leave people feeling very vulnerable.

I have also attached a very useful power point from communities prepared. This is an organisation that works with parish councils and community groups to give training & support for resilience & preparedness during exceptional events that cause disruption to our communities.

If you are still running your parish meetings remotely, we can be available to join just for around 15 minutes to talk about the above so that we are all prepared for winter.

Let me know if this is something you would like us to do.

We really hope the weather is kind to us this winter and you and your parish all stay safe and well, and by being prepared now, may just make the difference.

Please get in touch if there is anything I can assist with. Melanie Grace Customer Community Advisor

**Seeds for Success – Helping us Helping you**

**Resolved:** notedthe below correspondence from one of the Trustees.

I write as a trustee for Seeds4Sucess. We gather young people to our 3 centers each & every week from your community. Every week we bus some 65 young people into our centers at Mere, Tisbury, and Wilton – please have a look at www.seeds4success.org.uk. Our specialty is gathering up the NEETs from your towns & villages and assisting them to become ‘good citizens’ and find employment. If we do not – it is likely that your community will end up ‘taking the strain’ as they may get into trouble.

Work to do in your parish.

We will be delighted to offer your parish our teams if we can assist you with work that needs to be done in your parish www.seeds4success.org.uk/leisure-credits. Our teams have already worked with a variety of SW Area Board parishes over the past 5 years.

Please help us to help you.

In turn we will enormously appreciate some funding support from your precept (or community minded citizens as well) please. If every parish could send us 5% of your precept this would make a tangible contribution to our budget. May we appeal for any funding help for this year, and to be considered for annual donations in the future, should funding be available?

Our kids are your kids – so please help us to help each other. Sincerely Ross Coad Trustee Seeds 4 Success Mere DC4YP, The Recreation Ground, Queens Road, Mere BA12 6EP

**Campaign to Protect Rural England White Paper Consultation**

**Resolved:** noted the consultation. Some Councillors mentioned that they had replied as a parishioner.

The consultation on the White Paper continues until 30th October, the main areas of concern are set out below. Please use these and any concerns of your own.

1.The standard method for calculating housing requirement.

The method proposed to calculate housing need is an algorithm and is mathematically unsound because it takes three separate variables and crudely uses the highest number that the combination of the variables can produce for any given Local Authority.

These top down figures will be mandatory (the government manifesto figure of 300,000 new homes pa. (already shown to be 337,000 pa using the algorithm)

2.The new ‘Growth’ and ‘Renewal’ zones.

In Growth Zones developers will automatically get outline planning permission.

 In Renewal Zones there would be a statutory presumption in favour of development.

 Local Plans will no longer have development management policies, so planning applications in your area will only be judged against national policy.

Your only opportunity to shape this process will be 6-week consultation window every 5 years to comment on zoning and design codes. If you miss those, you have no say. That’s a massive reduction in your ability to influence decisions affecting your neighborhood. Who will draw up the Design Codes, and who will monitor them?

3.Permission in Principle.

Permitted Development rights mean many other changes will happen without the need for planning permission, and therefore without public scrutiny.

4.New Local Plans are to be reduced to a 30-month timetable and public comment only during the 6-week 3rd stage. Any earlier engagement will be in the context of the local authority processing the top-down requirements placed on them by Government and a call for sufficient sites to meet quantative targets. Where is the wider public participation?

5.Design Standards.

Design Codes are badly needed, but there is no specified amount of influence over design codes as a meaningful substitute for communities’ engaging in scale, distribution, type and principle of development. Who will monitor the delivery of the agreed Code if there is one?

6.Neighbourhood Plans

It is entirely unclear as to how the new zoning system will work in conjunction with Neighborhood Plans. If the new style Local Plans render an existing Development plan out of date, then all the Neighborhood Plans within that Development Plan would also be rendered out of date.

Currently we work with a long-established discretionary planning system (each case on its merits)

It appears development management policies will now be set centrally, so very little room to do local good place-based planning.

Kind regards, Geraldine Administrator CPRE Wiltshire

**20/061 Meetings and Courses for Councillors to consider attending**

**Resolved:** noted that no meetings were highlighted at the time of producing this Agenda.

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

No hard copies were received by the Clerk.

**A list of Emails received and sent to Councillors during September**

NALC Employment briefing on salary scales

Wiltshire Life Awards 2021

Notification of a meeting of Frome Town Council 9 September 2020

RSN Rural Funding Digest - September 2020 Edition

Wessex Community Action Annual General Meeting 2020

The Rural Bulletin - 2 September 2020

Civic update -1st September 2020

NALC Rebuilding Communities

NALC Chief Executive's Bulletin

Latest news and advice on COVID-19

COVID-19 Update – Monday 24 August 2020 - on behalf of Cllr Whitehead

The Rural Bulletin - 25 August 2020

Wiltshire Council Latest news and advice on COVID-19

Police Urge Victims of Sextortion and Revenge Porn Not to Suffer in Silence 21/08/2020

Chalk Escape Walking festival

Neighbourhood Alert Service Urges Drivers to Take Care on Roads 21/08/2020

Great British September Clean - it's time to engage your communities

Frome Town Clerk's Update

Wessex Community Action Newsletter August 2020

The Rural Bulletin - 18 August 2020

Democratic and Member Services Town and Parish Council update 11 August

Latest news and events from Warminster Our Community Matters for 08/14/2020

New Homes of Our Own Blog: Community Led Housing - a response to the Covid 19 challenges faced by communities

Wiltshire Council Latest news and advice on COVID-19

Updated- Briefing Note 20-27 - Temporary Pavement Licences

CPRE A planning system shake-up

The Rural Bulletin - 11 August 2020

RSN Rural Funding Digest - August 2020 Edition

Wiltshire Council Latest news and advice on COVID-19

The Rural Bulletin - 4 August 2020

Wiltshire Police Rural Crime Survey 2020 Is Now Open 24/08/2020

Neighbourhood Alert Our September Our News Newsletter Is Out

Wiltshire Council Latest news and advice on COVID-19

Latest news and events from Warminster Our Community Matters for 09/04/2020

NALC Chief Executive's Bulletin

Wiltshire Council Update – Friday 4 September on behalf of Cllr Whitehead

WALC September Newsletter

Civic update - 4th September 2020

Frome Town Clerk's Update

NHW Communication

The Rural Bulletin - 15 September 2020

An Open Letter about How You Can Help Us Protect Children from the Threat of County Lines 15/09/2020

Wiltshire Council Update – Monday 14 September on behalf of Cllr Whitehead

National Association of Local Councils Rebuilding Communities

Latest news and events from Warminster Our Community Matters for 09/11/2020

Farm and Horse Watch Newsletter 10/09/2020

Briefing Note 20-30 - Area Board Boundary Review

Planning White Paper and consultations

NALC Rebuilding Communities

Society of Local Council Clerks Conference

Notification of a meeting of the Council Matters Committee 23 September 2020

Planning Appeal Notification - 20/04435/PNCOU - Manor Farm, Maiden Bradley, Warminster, Wiltshire, BA12 7HY - APP/Y3940/W/20/3257578

Frome Town Clerk's Update

Civic Voice: Planning White Paper Webinars

Wiltshire Council Latest news and advice on COVID-19

NALC Chief Executive's Bulletin

NALC Coronavirus Update

The Rural Bulletin - 22 September 2020

COVID-19 Update –22 September - on behalf of Cllr Whitehead

Briefing Note 20-30 Area Board Boundary Review

Latest news and advice for Parish and Town Council's on COVID-19

Wiltshire Council Latest news and advice for residents on COVID-19

NALC Chief Executive's Bulletin

Latest news and events from Warminster Our Community Matters for 09/25/2020

Civic Voice Survey on Planning White Paper and Public Participation

Swindon and Wiltshire Growth Hub: Grant Application Open

The Rural Bulletin - 29 September 2020

Community First: MiDAS Minibus Driver Awareness Training

Police and Crime Commissioner and Tidworth Town Council Join Forces for New Community Civic Centre

Civic Voice's White Paper Webinars: What can be done to resolve Britain’s housing crisis? Is the Planning White Paper the solution? 1pm today

NALC Rebuilding Communities

Briefing Note Number 20-31 - Proposals for reform of the planning system

Notification of a meeting of the Town Matters Committee 7 October 2020

**20/062 Parish Clerks Delegated Powers** LGA 1972 s101

**Resolved:** noted that at the time of producing this Agenda no items had been dealt with under the Clerks Delegated Powers.

**20/063 Notice of items to be taken into consideration at the next meeting in November 2020.**

**Resolved:** Reserves and Contingency, General Reserves, Budget/Precept Preparations and Grants were approved.

Councillors noted that if they wish motions to be included on the next Agenda, they need to be sent to the Clerk by the 26th October 2020 (as the Clerk will be on Annual Leave from the 2nd November this would be the normal date 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.

**20/064 25. Items for Parish Newsletter & Notice Boards**

**Resolved:** Clerk could add on to the Facebook pages Sustainable ideas from the book she had highlighted to Councillors. A smaller Parish Plan format to be produced and published by Councillor Alexandra Channer, along with the advertisement for ideal walks, bike rides and runs within the parish. The bulb planting project, litter pick date and arrangements would also be actioned by her.

The Clerk mentioned a recent course on communications within Town and Parish Councils. It was agreed that in future all items would contain the logo red heart I love MB as a Corporate style logo for the Parish Council publications. Councillor Simon Wager to view the presentation the Clerk attended.

## **20/065 Date of the next meeting**

**Resolved:** that **Tuesday 10th November 2020** at 7.00pm is the date of the next meeting. All are welcome to attend**.**

**Meeting ended at** 8.39 pm **Signed……………………………………….**

