# 9 Maiden Bradley with Yarnfield Parish Council

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

Chairman: Councillor Simon Wager Clerk Mrs. Sarah Jeffries PSLCC

# Minutes of the meeting of Maiden Bradley with Yarnfield Parish Council held on Tuesday 13th December 2022 at 7.00pm.

**Present:** Councillors, Simon Wager, Susanna Brigden, Esther Swan, and Ann-Marie Halligan.

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

Unitary Councillor Bill Parks updated Council on the work he has been actioning; he has managed to obtain a Sparkle day to join with the sweeper and parish steward on the third week in January to clean through the village.

The other bit of news is the operational flood groups are meeting tomorrow and he will bring to their attention the sewerage flooding down the road. He will raise it with them, asking if they can

Investigate the issue. There are several culverts that might need attention; he will also bring to their attention.

The Church railings meeting was mentioned, there were thoughts that a few extra cast iron posts be cast and kept in stock so the wait for repair is lessoned. Unitary Councillor Bill Parks said he will ask if three extra could be cast, he will chase this with the Area Highways Engineer.

Unitary Councillor Bill Parks was asked if the stop line at the cross roads was to be reinstated he said he would establish when this would be actioned, along with the other white lining to be actioned within the Community. Unitary Councillor Bill Parks mentioned that he is asking questions regarding the when the 106 money can be used for highways improvements, he will feedback to the Council when he has the information.

The Chairman thanked him for his input and coming out to the meeting.

# 22/188 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 Milena Stancomb had given her apologies. Council resolved her reason for absence.

Councillor Sebastian Seymour was absent.

**22/189 Dispensations**

**Resolved:** noted none were requested.

**22/190 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:** notednone given.

**22/191 Exclusion of the Press and Public Standing Order #1c**

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

**Resolved:** not required.

**2/192 To receive and sign the minutes of the meeting held on 8th December 2022 (Previously circulated) LGA 1972 Sch 12 para 41(1)**

**Resolved:** approved that they were a true record of the meetings decisions. Proposed Councillor Esther Swan Seconded Councillor Susanna Brigden.

**22/193 Chairman’s announcements**

**Resolved:** noted he had none to give.

**22/194 Co-option**

**Resolved:** noted only one application had been received Council unanimously agreed to co-opt Mr Tyler Barrass. The Clerk was instructed to inform him and invite him to the January 2023 meeting.

**22/195 Planning**

**Resolved:** noted that at the time of producing this Agenda there were no planning applications received 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, Parishioners can make their comments directly to the Principal Authority)**

**22/196 Planning Decisions**

**Resolved:** noted the below decision made by Wiltshire Council.

**Application Ref PL/2022/07626 - Householder Application**

**Address: 58 The Rank, Bradley Lane, Maiden Bradley, Warminster, BA12 7JF**

**Proposal: Alterations and rear 2 storey extension.**

**Decision:** approve with conditions.

In pursuance of its powers under the above Act, the Council hereby GRANT PLANNING PERMISSION for the above development to be carried out in accordance with the application and plans submitted (listed below). In accordance with paragraph 38 of the National Planning Policy Framework, Wiltshire Council has worked proactively to secure this development to improve the economic, social and environmental conditions of the area. Subject to the following conditions: Conditions: (4) 1 the development hereby permitted shall be begun before the expiration of three years from the date of this permission. REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004. 2 The development hereby permitted shall be carried out in accordance with the following approved plans: Proposed Plans, Elevations, Sections and Location Plan ref: 22081-2 Date Received: 03/10/2022 Existing Site Plans, Elevations and Sections ref: 22081-1 Date Received: 03/10/2022 REASON: For the avoidance of doubt and in the interests of proper planning. 3 Materials to be used in the construction of the works hereby permitted shall be as stated on the application form and approved plans. REASON: In the interests of visual amenity and the character and appearance of the area. 4 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking or re-enacting or amending that Order with or without modification), no window, dormer window or roof light, other than those shown on the approved plans, shall be inserted in the south-west and north-east elevations or roof slopes of the development hereby permitted. REASON: In the interests of residential amenity and privacy. Informatives: (1) The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required, it will be necessary for the applicant to obtain the landowners consent before such works commence. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

**22/197 Street Naming**

**Resolved:** noted that the Clerk had sent the completed application form to Wiltshire Councils Street Naming Team. Council noted the below final list of names put forward by the developer:

* Mill House
* Aspen House
* Birchwood
* Woodcutters
* Woodside
* Oaklands
* Hawthorn Cottage
* Cherry Tree Cottage
* Holly Cottage
* Hazel Cottage

**22/198 Parish Steward**

**Resolved:** noted nothing to highlight.

**22/199 Church Railings**

**Resolved:** noted that a site meeting has taken place and that the Prohocial Church Council will be seeking planning permission from Wiltshire Council to alter the access to the Church.

**22/200 Traffic Calming and Speeding Traffic - Action Plan Transport & Traffic**

**Speed Indicator Device**

**Resolved:** noted there has been an issue with the unit and the suppling company has been contacted. An engineer is due to visit.

**Community Speed Watch Volunteers**

**Resolved:** noted that the group is stood down until the 8th January 2023. The hand held vehicular speed camera has been sent for re calibration during this period. A meeting is arranged for the 14th December 2022 for the six volunteers at present to discuss moving forward and seeking more volunteers. It was agreed to add an article in the Parish News asking for volunteers. Councillor Simon Wager to action.

**Recommendation for Traffic Calming modification by the Old Vicarage**

**Resolved:** approved Councillor Simon Wager actioning an LIFIG application form regarding the suggestion to move the Traffic Calming asking for it to be discussed as priority. Clerk to email a form to Councillor Simon Wager to action.

The Traffic Calming at the vicarage end of the village has been seriously damaged by traffic over the past 6 months. No remedial action has been taken by Wiltshire Council Traffic Department to date, the issue has been reported. The Traffic Calming is located in a very poor position and I feel it should be located further towards a more visible location. Council is asked to put the proposal forward to the Local Highways and Footway Improvements Group to move the traffic calming as a priority.

**Warminster Police Task Group**

**Resolved:** Councillor Simon Wagers reported on his attendance to the Warminster Community Police Task Group meeting on the 8th December 2022. The issues the Policing unit were having with staffing and the publicity around it. The demonstrations held recently in the Community had been discussed at this meeting.

The Neighbourhood watch was mentioned and it was felt that there needed to be more high profile, the Clerk was asked to add this to the January Agenda.

**22/201 Recreational Area Health & Safety**

**Resolved:** noted the monthly Health & Safety check report actioned on the play equipment by Councillor Simon Wager. The Clerk was instructed to order a bag of Hippo caps.

**22/202 Village Hall – Action Plan Local Economy and Tourism**

**Resolved:** Councillor Susanna Brigden reported on the recent update of the activities/actions by the Memorial Hall Committee. They are looking to replace the large window at the end of the hall, the front porch and doors also require repairs. The post office hasn’t been coming as the heating was not on in the hall. The outcome of the issue is to be reported. It was felt that the hall looked lovely dressed for Christmas.

Council noted the below reply from the Village Hall Committee regarding the Bench Seat on the Knapp.

The Committee is pleased to accept your proposals re the Memorial Bench for David Morse. We will discuss the purchase and location of the bench on the Knapp at the next Committee meeting and get back to you.

**22/203 Parish Council Equipment**

**Resolved:** move the below item to the January Agenda.

Council is asked to discuss the storage of the Parish Councils equipment currently stored by Councillor Simon Wager. Councillor Simon Wager to report on the items he has stored in the past and where they can be located.

**22/204 Defibrillator**

**Resolved:** noted the reportfrom Councillor Susanna Brigden confirming she had actioned the Defibrillator checks and provided a copy of notification of the report this month to the Clerk.

Council noted the below communication from the Assistant Responder.

Thank you for opting to renew your supported defibrillator package with South Western Ambulance Service NHS Foundation Trust.

As you will be aware, there is currently a global shortage of electronic microchips due to on-going COVID restrictions in the countries that produce them. The majority of the world’s microchips are produced in China and this has impacted industries around the world including defibrillator production.

You currently have a Cardiac Science G3 defibrillator as part of your package and we would normally expect to renew this to the newer model G5 at this stage of your term with us, however, there is not enough stock to do this. Please be assured we have the stock on order, but unfortunately we haven’t been given an estimated delivery date yet and the supplier will be committed to fulfilling back orders first.

For now, your G3 defibrillator is absolutely fine to use and we are committed to keeping you with a defibrillator in the interim as per the terms of the MOU. When the G5 stock arrives we will distribute these in order of who requires them first and let you know when to expect us to change your device.

We are reviewing the situation regularly and we will of course keep you updated with any news.

Thank you for your understanding and cooperation. Please bear with us during this difficult period.

**22/205 Defibrillator Training**

**Resolved:** CouncillorSusanna Brigden to seek dates hall is free and liaise with Councillor Sebastian Seymour as to when would suit the estate’straining requirements.Councillor Susanna Brigden to come back to the next meeting for a resolution to be made.

**22/206 Rights of Way**

**Resolved:** Councillor Ann-Marie Halligan reported that the group hadproposed to move further discussions to the month of February.

**22/207 Annual Newsletter**

**Resolved:** the circulatedpicture of the Jubilee Celebrations outside of Bradley House was approved for use. The Clerk was instructed to add the picture to the Annual newsletter.

**22/208 Re-allocation of Parish Plan Actions**

**Resolved:** The Clerk was instructed tomove this item to the January meeting

**22/209 Accessible Image of the Council**

**Resolved:** no reply to datehad been had from the Artist contacted. Council instructed the Clerk to move this item to the January meeting

**22/210 Clerks Appraisal**

**Resolved:** tasked the Staffing Committee to action the Clerks Appraisal to set the objectives for 2023/2024 and review the Clerks wages for inclusion in the 2023/2024 budget. The Clerk was instructed to email out the draft appraisal she had prepared.

**22/211 Budget/Precept Preparations**

**Resolved: discussed the draft budget figures the Clerk reported line by line. Council resolved Budget B**

Council is asked to hear a report and comment on the first draft budget prepared. (The Clerk will go through each budget line with Council at the meeting) this is to discuss where Council wishes the Clerk/Responsible Finance Officer to allocate its financial resources. The final Budget will need to be approved at the 10th of January 2023 meeting.

Maiden Bradley Parish Councils tax base for 2023/2024 is £133.89, in 2021/2022 the tax base was £132.70.

This is the formula to check what a band D property charge for the year. Your Precept divide by tax base (133.89) = band D charge per year. The Clerk will have aces to the Wiltshire Council Precept calculator at the meeting so that Councillors will be aware of any changes and the impact across the full bandings A-H.

**22/212 25. Reserves and Contingency/General Reserves**

**Resolved:** approved the draft policy following the first draft Budget discussions. (The Clerk will provide copies at the meeting, as until the draft is discussed the final Reserves and Contingency/General Reserves figures cannot be added to the policy)

**22/213 26. Approval and signing of Parish Accounts for the month of November 2022 Internal Audit Accounts & Audit Regulations 2003 reg 2**

**Resolved:** approved the accounts for November 2022. The Clerks report that the Unity Trust Bank balance as of the 30th November 2022 was £32,796.21 was noted.

**22/214 27. Payments LGA 1972 s150 (5)**

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

**Invoices**

Wages December 2022 LGA 1972 s111 £550.29

Travelling Clerk December LGA 1972 s111 £7.74

Heat, Light & Phone etc. December LGA 1972 s111£16.00

Halcyon Grounds Maintenance December Open Spaces Act 1906 ss 9 and 10 £301.75

Society of Local council Clerks Membership LGA 1972 s111£82.28

Maiden Bradley Memorial Hall Room Hire LGA 1972 s111£230.00

**Corporate Card Direct Debit**

IONUS Website 01.11.22 – 01.12.22 LGA 1972 s111 £18.00

Unity Trust Multi Card Payment December LGA 1972 s111 £3.00

LexisNexis Arnold Baker Law November LGA 1972 s111 £164.99

**Receipts:**

Horningsham Parish Council SLCC Conference Contribution LGA 1972 s111 £111.66

**Account Balance** £32,796.21

**Payments above** £1188.06

**Corporate card** £185.99 (Already included in the above figure)

**Receipts** £111.66 (Already included in the above figure)

**Total Balance** £31,608.15

**Online Payments**

**Resolved: Susanna & seb** resolve who will action the online payments above.

**22/215 28. Clerk’s Report**

**Modernisation of the Councils IT Systems**

**Resolved:** noted the Clerk has attended an online webinar with the Cloudy IT Data Migration Team, Councillor Email addresses have been created and the application for the .gov.uk website domain documentation has been completed.

**Society of Local Council Clerks Membership Renewal**

**Resolved:** approved the renewal of the Clerks SLCC membership.

Your membership to the Society of Local Council Clerks (SLCC) is due for renewal on the 1st January 2023. Firstly, we would like to thank you for your valued support and commitment over the past year. We hope that your membership has provided you with training, guidance, advice and support so that you can develop the professional skills, knowledge and experience necessary to best serve your council(s) and community. The cost is shared between the three Councils the Clerk covers. Maiden Bradley Parish Councils contribution is £82.28.

The Clerks Job Description States:

7. To maintain a personnel membership to professional bodies and the Society of Local Council Clerks, to attend County meetings and relevant training sessions provided by the Society of Local Council Clerks and County Association of NALC, to attend the Annual Conference of the Society of Local Council Clerks.

**Clerks Holiday Request**

**Resolved:** approved the Clerk taking 18 hours’ (2 weeks) Holiday from the 19th of December 2022 to the 3rd of January 2023.

**Parkinson Partnerships LLP/Wiltshire Council Bikeability**

**Resolved:** noted that the Clerk has cancelled her contract with Parkinson Partnerships LLP this has been amicably reached. The Clerk has been accepted on a training course in January 2023 to teach bikeability to children in Warminster and Westbury Schools, which she is looking to replace these hours with.

**Society of Local Council Clerks Practitioners' Conference 2023 1 & 2 February**

**Resolved:** approved the Clerks attendance on the above Conference. The cost can be shared between the 3 Councils the Clerk works for.

A conference designed by clerks for clerks and their councillors; this popular event will be filled with topics chosen by you and will take place in-person at Chesford Grange Hotel, Kenilworth over two days, Wednesday the 1st of February 2023 and Thursday 2nd of February 2023.

The day will feature a blend of workshops with direct practical relevance to parish, town and community councils including:

•How to get your council heard nationally

•Do you run a local market? Get expert advice on how from NABMA

•Look at how you can create an anti-racist council

•As a leader it's crucial that you take care of your well-being - discover the importance of self-care and learn how to control the less helpful thoughts and voices in our minds

•Are you abreast of any government reforms of the planning system? Examine the most significant developments to date

•For those councils who manage cemeteries, it's important to remember memorial safety and your various duties and responsibilities

•Have you ever dealt with a crisis? Learn how to prepare for potential challenges

•Get some helpful tips for completing external funding bids and discover potential sources of funding

•Get some useful advice on managing village halls

**Delegate Cost**

Join us for the Full Conference for £330 + VAT for Members Shared cost £110.00.

**22/216 29. Correspondence received**

**National Association of Local Councils Policing Your Area**

**Resolved:** noted the attached legal topic note Legal Topic Note 13 Policing Your Area. This Legal Topic Note considers the powers and duties of local Councils in relation to crime in their area, together with guidance on approaches and systems that can be used and has been updated regarding Paragraph 7. See Chief Executive Bulletin 2nd December 2022.

**Wiltshire Association of Local Councils**

**Resolved:** approved the attendance of Councillor Milena Stancomb to the below online meeting as its representative.

As you are all aware Katie Fielding left at the beginning of this year and I took up employment as County Secretary in April. During the last seven months I have had the opportunity to speak too many of you, either on the telephone or face to face; to renew old, and strike up new, acquaintances.

In my conversations it is very clear that being able to pick up the phone, or write a quick email, and ask for advice or very often just confirmation is welcomed by Members. This service is paid for from part of your yearly subscription. The remaining yearly subscription goes towards subsidised training, access to National advice and updates, representation at meetings with partners within Wiltshire, the South West and Nationally.

Now that budget time has come around again Cllr Scragg has asked me to write to all members. He wishes to invite a representative from each member council to attend a zoom meeting on Wednesday 18th January 2023 at 6.30pm. The WALC Annual Subs for 2023/24 will be set at this meeting. We are, on this occasion, seeking broader representation than is currently facilitated through the Executive Committee as laid down in the Associations constitution. The National Association has already set out their requirements from each County Affiliate.

Cllr Scragg and the very small number of active Executive members hope that they can encourage more people to take a pro-active role in the future of WALC. In discussions with me, Cllr Scragg has said, “I do hope that we can encourage new blood into the Executive Committee.” Currently there are many vacancies, some of which have existed for the past two or three years at least. The constitution sets out how the Executive should be constructed, which is a little clumsy and may be the reason for many councils becoming either confused or disheartened with the process.

Cllr Scragg also commented, “WALC is a membership organisation, and therefore we must provide what its members want. Now is the time, with new staff members and [hopefully] new Executive members, to reinvigorate the organisation and offer a more refined service, reflecting the growing professionalism of Town and Parish Councils within Wiltshire.” The Annual General Meeting took place on 10th October 2022 and was very poorly attended. At that meeting members present articulated their frustration at the poor representation and asked that Cllr Scragg and myself take action to reverse this indifference and to rejuvenate interest of your organisation.

Cllr Scragg wished to leave you all with one final thought, “WALC provides a service to those local councils or meetings that choose to join. Joining is a very good first decision to make, build on that initial positive choice and make your second decision one that will influence the management of WALC, become a member of the Executive Committee.” Repeated for entry into diaries: Wednesday 18th January 2023 at 6.30pm via the ZOOM platform – link will be sent out in the New Year. I would greatly appreciate a response to indicate your Councils intentions to attend so that appropriate arrangements can be made to manage the meeting.

**Notification of External Auditor appointment for the 2022-23 financial year for the 5 year period until 2026-27 Maiden Bradley with Yarnfield Parish Council, Wiltshire**

**Resolved:** noted notification of the appointment of the External Auditor.

Auditor appointments for smaller authorities for the five financial years from 2022-23 to 2026-27

SAAA announced the conclusion of its procurement process and the award of limited assurance review contracts for five years to the successful external audit firms on 30 November 2021.

Responsibilities under the new contracts will relate to accounts for the financial year beginning on 1 April 2022. The details of your specific appointment by contract (County) area are listed below.

Your Authority’s Audit Appointment for 2022-23 to 2026-2027. Your appointed auditor will be PKF Littlejohn LLP. The cost for an audit with Income/Expenditure Band £25,000 - £50,000 will be £210.

Smaller Authorities Audit Appointments (SAAA) is the independent, sector led organisation responsible for the appointment and contract management of external auditors to smaller authorities since the Local Audit and Accountability Act 2014 established new arrangements for the accountability and audit of local public bodies in England. Smaller authorities are those whose gross annual income or expenditure is less than £6.5 million.

Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms.

This communication is to notify you that SAAA has appointed an external auditor to the authority for the 5-year appointing period from 2022-23 until 2026-2, following a procurement exercise to appoint auditors to each contract area from 1 April 2022.

Your current appointed auditor will conclude any outstanding work on the 2021-22 Annual Governance and Accountability Returns and the new appointed auditor (if changed) will be responsible for the arrangements in respect of the 2022-23 AGAR process onwards.

The contact details of your appointed external auditor and fee scales are shown in the appendix to this letter and can also be found on the SAAA website: www.saaa.co.uk.

The audit firms all have previous experience of conducting limited assurance reviews for smaller authorities and have dedicated support personnel. SAAA will monitor the performance of the appointed firms in providing the audit services in terms of quality and compliance with their statutory terms of appointment.

If your authority has any potential conflict of interest relating to the auditor appointment, for instance if a Councillor or close relation is employed by the appointed auditor, you should advise SAAA immediately.

Exempt authorities

Since 2017-18, authorities where the higher of income or expenditure for the financial year was £25,000 or less and who meet all the qualifying criteria have been able to declare themselves as 'exempt' from a limited assurance review by an external auditor. However, all authorities, even if they declare themselves 'exempt', still need to fully complete, agree and publish an annual return (AGAR).

All authorities require an external auditor appointment even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and a named auditor must be in place to deal with questions or objections from local electors about the accounts.

Annual Governance and Accountability Return (AGAR)

The Annual Governance and Accountability Return (AGAR) needs to be completed in accordance with "proper practices" as set out in 'Governance and Accountability for Smaller Authorities in England, a Practitioners' Guide', and then be published in accordance with any applicable Transparency Code.

Annual Governance and Accountability Return forms will be sent out by your appointed auditor electronically at the end of the financial year. It is assumed that your authority is willing and able to accept documents electronically by e-mail; whilst an authority may request paper copies this may incur an administration charge.

Advice and assistance are available from the various sector membership organisations:

* National Association of Local Councils and County Associations - www.nalc.gov.uk
* Society of Local Council Clerks - www.slcc.co.uk
* Association of Drainage Authorities - www.ada.org.uk

**Wiltshire Council 5 Year Housing Supply**

**Resolved:** noted the correspondencesupplied by Unitary Councillor Bill Parks below and agreed to send the draft letter proposed. Councillor Ann -Marie to action a draft and circulate to all clerk delegate to send the approved draft. Clerk to send figures required to anne marie.

We have spoken about 5 Year Housing Land Supply briefly at times in the past and the illogical target from Government continues to be a thorn in the side of Wiltshire communities.

In short, our Wiltshire Core Strategy and the National Planning Policy Framework provide Planning direction in Wiltshire. These documents cover every aspect of development and dictate what should and should not be allowed. These documents help protect every important element of our local countryside, our infrastructure, our economy, our environment, and our communities from poor development. Furthermore, many of our parishes have gone to significant lengths to create a Neighbourhood Plan which provides even more of a local voice to Planning decision making, suggesting where developments should be sited and what they should provide.

However, despite all of this excellent work, we are often overruled at appeal because of our failure in Wiltshire to be able to demonstrate a 5 Year Housing Land Supply. Currently we can show adequate levels of housing development for 4.72 years, not far off, but still short of the target.

The reality is that our performance against this target is subject to manipulation by unscrupulous developers. 4.72 years does not reflect a bottleneck in the Planning system or a failure on the legal front to complete S106 agreements. Our inability to hit the 5 year target highlights the throttling of supply by developers to keep the backdoor open for projects we don’t want Good developments which would receive local planning approval are temporarily shelved in order to keep us under the target and in doing so a project that *fails* to satisfy the Wiltshire Core Strategy, National Planning Policy Framework, Neighbourhood Plan or Conservation Area Statement may well be approved at appeal due to the “shortfall in housing land supply”.

During last week’s Strategic Planning Committee meeting Cllr Philip Whitehead spoke about the farce which is the 5YHLS. The Committee voted to refuse planning approval for two large developments in Devizes due to them failing to meet our local standards. However, the risk is that the developer will take these to appeal and will have the refusal overruled due to the 5YHLS issue. This pattern of challenge by Developers continues throughout the county; is affecting our villages and towns and needs to change.

A draft template letter is attached which has been distributed to all Wiltshire Councillors for them to share with their parish and town councils. This is a letter which you can tweak in order to add the number of residents in your parish and reflect whether you have a Neighbourhood Plan or not. If you are happy to send this letter on behalf of your parish council, collectively they will carry a lot of weight. Andrew Murrison together with our other Wiltshire MP’s have been briefed to expect these letters to start coming in. They are fully supportive and will deliver them to Michael Gove (Minister for Housing & Communities). This action is being replicated across the county and Richard Clewer; Leader of Wiltshire Council has been asked to share the letter with our neighbouring local authorities in a bid to spread it across the entire country.

If you are prepared to amend the letter and send it to Andrew ([andrew.murrison.mp@parliament.uk](mailto:andrew.murrison.mp@parliament.uk)) as soon as possible I would be incredibly grateful.

**22/217 Meetings/Invites for Councillors to consider attending**

**Resolved:** noted that at the time of producing this Agenda no meeting had been brought to the attention of the Clerk.

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

Clerks & Councils Direct

Clerk Magazine

Country side Voices CPRE Autumn/Winter 2022

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

CPRE Wiltshire November E-Newsletter

NALC Newsletter

NALC Chief Executives Bulletin

WLC Membership Meeting

NALC Newsletter

CPRE Wiltshire Treasurer

Chief Constable's newspaper column- White Ribbon Day and 16 days of action

NALC Chief Executives Bulletin

Arrests made following Wiltshire wide drugs operation

NALC Events

Local Crime Update 21 to 27 November

PCC Quarterly Performance Report Newsletter

NALC Newsletter

Road Carriageway Works - Gare Hill Road, Maiden Bradley with Yarnfield, Warminster

NALC Chief Executives Bulletin

Local Crime Update 25 November to 4 December 2022

**22/218 Parish Clerks Delegated Powers** LGA 1972 s101

**Resolved:** none used

**22/219 Notice of items to be taken into consideration at the next meeting in January.**

**Resolved:** Approve the precept demand to send to Wiltshire Council

Quarterly Vat reclaim

Dates for Council Meetings May 2022 – May 2023

Litter Pick Date

Clerks Appraisal

If Councillors have been approached by parishioners with an issue/item for Council to investigate, please can Councillors complete an Agenda item reporting form and send it to the Clerk within 6 clear days of the next meeting. If Councillors wish motions to be included on the next Agenda, they need to be sent to the Clerk before the 29th of December 2022 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.

**22/220 33. Items for Parish Newsletter & Notice Boards**

**Resolved:**

Councillors are asked to inform the Clerk which items it wishes her to highlight in the parish news from the meetings minutes.

**2****2****/****221 Date of the next meeting**

**Resolved:** that **Tuesday 10th January 2023** at 7.00pm is the date of the next meeting. All are welcome to attend.

The meeting ended 20.25pm.

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