

ORCHESTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD AT ORCHESTON VILLAGE HALL

ON 21 MAY 2018

Present:

Sam Shepherd	Chairman
Bryan Wright	Vice Chairman
Richard Ceaser	Councillor
Carol Cole	Councillor
Christopher Coats	Councillor
Maureen Harnett	Councillor

Apologies:

Simon Read	Councillor
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In attendance:

John Badgery	Clerk to the Council
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COUNCIL IN INFORMAL SESSION

1. Three members of the public were present. Residents were aware of an application for change of use of some agricultural buildings immediately south of Little Patch. The plans submitted to Wiltshire Council showed the curtilage but it was not clear to what extent additional land would be included in any development of the plot, eg as gardens. The Clerk would investigate with Wiltshire Council. Other issues about this application would be dealt with under Agenda item. Afternote: Development can take place only within the green-hatched area labelled curtilage: land outside that area remains agricultural land and any change to it would be subject to a Change of Use application.

COUNCIL IN FORMAL SESSION

2. **Election of Chairman and Vice Chairman.** Sam Shepherd was elected as Chairman unopposed. Bryan Wright was elected as Vice Chairman unopposed.

3. **Declaration of Acceptance of Office.** The Chairman and Vice Chairman signed Declarations of Acceptance of Office.

4. **Councillors with Special Responsibilities.** Special responsibilities were confirmed as below:

Planning	the extant system (extraordinary meeting of the PC following receipt of an application)
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Emergency Planning	Cllr Cole
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Highways /Rights of way/Parish Steward	Cllr Wright
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Traffic/A303	Cllr Coats
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Shrewton Recreational Charity	Cllr Harnett
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5. **Approval of the minutes of the meeting held on 19 March 2018.** The minutes of the meeting held on 19 March 2018 had been circulated and were signed as a true record.

6. **Matters arising from the Minutes.** Nil

7. **Declaration of interests.** No councillors declared any interests.

8. **Dates and times of meetings for the coming year.** Meetings would normally start at 1930 hrs.

Dates were agreed as follows:

Mon 16 Jul 2018

Mon 17 Sep 2018

Mon 19 Nov 2018

Mon 21 Jan 2019 (at 1900 hrs – Precept setting meeting)

Mon 18 Mar 2019

Mon 20 May 2019 (following the Annual Parish Meeting)

9. **Chairman's Report.** The Chairman noted that, despite wide advertising, no viable replacements for the Clerk had come forward. The Clerk would therefore remain in place provided that the councillors agreed. He would circulate councillors on a proposal for an increase in salary since this had not changed for over 6 years. The matter would be on the Agenda for the next meeting.

10. **Councillors' Reports.**

a. Cllr Cole suggested that we fix a date as "Annual Clean Up" day. One of the residents plans to advertise to attract volunteers and will lead on a clean up. The Chairman felt that, in principle, it is not a function of the PC though Cllr Wright observed that it was the case in other PCs. Cllr Cole wanted to record the concern of the PC that Wessex Water contractors had again failed to maintain efficiently functioning sewerage in the area south east of St George's Rectory. Cllr Coats suggested that the matter be brought to the attention of our Wiltshire Councillor and the Environment Agency. The Clerk was directed to ask what had been done to fix the problem and question to whom Wessex Water was accountable.

b. Cllr Harnett reported that it appeared that new life had been breathed into the Shrewton Recreational Charity with a new Chairman and Secretary. She would make the committee aware that it may be possible to receive funding from the A303 Community Project (on which Shrewton will be represented).

11. **Finance** The Clerk had distributed a copy of the Income and Expenditure for the whole year. The accounts agreed with the bank statements.

12. The Chairman read out the questions on the Annual Governance Statement for 2017/18. The Council approved the Annual Governance Statement.

13. The Chairman read through the Accounting Statements 2017/18 (they had already been subject to Internal Audit) and the council approved the Accounting Statements.

14. The Clerk confirmed that the PC qualified as "Exempt from external Audit" because neither the Annual Income nor the Annual Expenditure exceeded £25,000.

15. At the end of the financial year the balance was £1661 and we had now received £2250 as the precept for FY 2018/19. Cheques were issued for:

a.	Community First for insurance	£217.25
b.	Wiltshire Assn of Local Councils	£105.16
c.	Clerk's salary	£106.08
d.	Clerk's tax	£26.40
e.	GDPR briefing	£42.00

16. The Clerk would announce the Exercise of Public Rights on 22 May 2018. The period for the Exercise of Public Rights would be: Commence 4 June 2017, end 13 July 2017. (The period of Exercise of Public Rights must include the first 10 working days of July).

17. **Correspondence.**

Letters had been received from:

- a. WALC – update on GDPR – proposal by DCMS that PCs may be exempted from the requirement to appoint a Data Protection Officer.
- b. Councillors’ Briefing Notes 351, 352, 353, 354 and 355 had been distributed and were generally seen as useful.
- c. The Wiltshire Council Monitoring Officer was seeking information on our Code of Conduct. The Clerk had distributed the NALC version and this was adopted. (The PC had agreed something similar in 2012). It also reminded councillors of the need for Registration of Interests – the Clerk would inform the Monitoring Officer that those still to register would do so in the next fortnight.

18. **Standing Agenda Items**

a. **Planning Applications**

A Notification for Proposed Change of Use application under Class Q (agricultural to dwelling house) had been received in respect of land known locally as the Old Dairy site. The proposal was for a single storey 2 bedroom house with zinc roof within the existing building footprint plus access. The PC had considered this site in 2017 as a possibility for affordable housing but had concluded that the site was not suitable for development. Access is from a blind bend and visibility is very restricted, even more so when a driver is sitting the distance of the vehicle bonnet back into the field. The Council would wish the application to be considered by the planning authority under Condition Q.2 (1) (a) – the “transport and highways impacts of the development”.

b. **Highways and Byways** – most footpaths need cutting back.

c. **Village Maintenance** – the Parish Steward would return in June. The pothole/deteriorating road surface outside Peeko had been reported. The Clerk is to discover who is responsible for MoD signs at the Gibbet.

19. Date of next meeting 16 July 2018 starting at 7:30pm.

July 2018

S Shepherd Chairman