

ERLESTOKE PARISH COUNCIL

Parish Clerk

Mrs Linda Roberts
44 Westlands Lane
Beanacre
Wiltshire
SN12 7QE

Chairman

Mr Stan Jonik
55 High Street
Erlestoke
Wiltshire
SN10 5UA

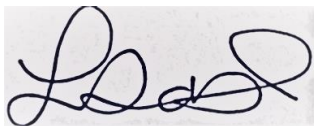
To: Councillor J S F Jonik – (Chairman)
Councillor M R D Barton
Councillor N J M Barton
Councillor J B R Durham
Councillor J J R Hunt-Davis
Councillor K Lewcock
Councillor F Morgan-Frise

5 September 2017

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the **Erlestoke Parish Council Meeting**. The meeting will be held **in the Parish Church on Wednesday 13th September 2017 at 7.15pm**. (LGA 1972 sch.12 para 10(2)(a). A period of public participation will take place prior to the formal opening of the meeting. The Press and Public are welcome to attend the meeting. In accordance with the parish Council's Standing Order No. 60.

Yours sincerely



Mrs L A Roberts BA (Hons) PGCAP FHEA, Fellow ILCM
Parish Clerk

ERLESTOKE PARISH COUNCIL

Wednesday 13th September 2017

Public Participation – To receive questions from members of the public.

AGENDA

1. Apologies

2. Declarations of Interest

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Parish Council.

Members are reminded that, in accordance with the Parish Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

3. Minutes

To confirm as a correct record the Minutes of the Parish Council Meeting held on Wednesday 2 August 2017.

4. Report from Councillor Richard Gamble - Wiltshire Council

To report on any matters affecting Erlestoke which have been discussed at Wiltshire Council Meetings and or the Area Board.

5. Defibrillator Training

Feedback from Councillor Mrs Barton on the training event which took place on Thursday 31st August 2017.

To report the parish councils thanks to Councillor Mrs Barton.

6. Erlestoke Steam Train

Members are asked to decide whether the Parish Council should make a small contribution to the fund. Donations are requested in £25.00 units. The Parish Council can use its power to, encourage tourism to the council's area or contribute to organisations encouraging tourism. Local Government Act 1972. S144. Donations to the fund will receive two free tickets for a 'return service' special hauled by 7812 on its return.

If the parish council agree to donate to the fund, any donation will attract two free tickets for a 'return to service' special, hauled by 7812 on its return. Members will need to decide who might be eligible to use the tickets. For example, it might be nice to offer the tickets to a villager who has made a significant contribution to community life in Erlestoke.

Members are also requested to discuss the use of the image of the steam train on the website including any other publicity it could be given.

Member may also like to consider organising a day trip from the village to see the Erlestoke Manor Steam Train which will be at Tyseley Locomotive Works for a major overhaul which begins in January 2018 for a period of two years.

7. Playground Sign

The sign has been damaged by a lorry. Councillor Barton has kindly offered to reinstate the sign but if it cannot be done easily a contractor will have to be sought. This will require a decision by members to delegate authority to the Parish Clerk to seek quotations for the repair and appoint a contractor.

9. Annual Return and Notice of Conclusion of the Audit 2016-17

To note by resolution, completion of the External Audit by Grant Thornton. Copy attached.

8. Finance

8.1. Clerks Salary

The Parish Clerk has discovered that the salary scale point cited in the 21 June minutes is incorrect. The correct salary scale point is 29 of the National Joint Council for Local Government Services, not 22 as previously understood by the Parish Clerk. Members are asked to resolve to agree to the correction.

8.2 Approval of the parish clerk's salary payment for June, July and August. Timesheet and expense form will be circulated to members prior to the meeting.

21 June 5 hours @ £13.48 per hour	= £ 67.40
July 16 hours @ 10.73 per hour	= £215.68
August 16 hours @ 10.73 per hour	= <u>£215.68</u>
Total	<u>£498.76</u>

Mileage 76 miles @ 45p per mile	£34.20
Postage 2 x 2nd class stamps (55p)	£ 1.10

Total Due	<u>£534.05</u>
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8.2 Approval of External Audit Invoice

£830.25 plus VAT payable to Grant Thornton.

8.3 Approval of reimburse the Chairman, Councillor Jonik

The cost of replacement batteries for the Speed Indicator Device - £143.98

8.4 Approval of £100.00 for new web site software

Members are asked to approve an amount of no more than £100.00 to provide new Software and a refreshed website and provide remote access to designated individuals to keep it up to date.

8.2 To Note the Current Financial Statement - (Bank Statements attached)

Balance in Business Bank Instant	13,211.31
Balance in Current Account	<u>16.93</u>
Less Outgoings in September	
Clerks Salary and Expenses (June, July, Aug)	534.05
External Audit Fees	966.30
Grants (agenda 9)	<u>270.00</u>
Balance at end of September	<u>11,487.89</u>

9. Grants to Organisations

Members are requested to consider and approve donations to the following organisations:

Parish Church £170.00 for use of the Church by the Parish Council

The News (Village Newsletter) £50.00

Three Villages Mini Bus £50.00

9. Transparency Code Funding

Update and discussion to be led by the Chairman Councillor Jonik.

10. Speed Indicator Device (SID)

It is proposed that the device is shared with neighbouring parishes. It is suggested that a meeting is organised with the parishes who are interested to discuss how the device might be shared between the parishes.

11. Parish Steward

Schedule of visits attached for noting the next planned visit is 11 October 2017. Members are requested to make suggestions of tasks for the Parish Steward to undertake.

12. Highways Issues

12.1 Lower Road Cross Road signage – update from Chairman Councillor Jonik

12.2 School Crossing signage – update from Chairman Councillor Jonik

12.3 The Park – Speeding Vehicles

To discuss the concern raised by residents of speeding vehicles on the Park Road, to decide whether the issue should be highlighted to the CATG group or that the problem is monitored by the parish council via the concerned residents and any information gathered is reported to the Police.

13. Play Equipment

To discuss requirements for new play equipment in the play area. To establish the budget required, members are requested to delegate the task of investigating grant funding opportunities and seeking advice and quotations from several play providers to the Parish Clerk.

14. Community Policing Team Report September 2017

Report attached for members' consideration, discussion and to note.

15. Exchange of Information and on-going matters – Please note no decisions can be made on any items discussed under this agenda item.

- Safety of school children crossing the B3098
- Erlestoke House Gates
- Fracking
- Broadband
- Play Equipment Inspection – Update from Councillors who met to carry out light maintenance
- Erlestoke Lakes – Issues
- Erlestoke Woods

16. To receive reports from EPC Representatives

16.1 Footpaths

16.2 Police

17. Correspondence circulated via for noting

- 17.1. Wiltshire Council - Parish Steward Scheme – email 4.9.17
- 17.2 Request from NFU to place poster on notice boards entitled: Hare Coursing is a Crime – email 5.9.17
- 17.3 Wiltshire Council - Household Recycling Refurbishment programme – email 5.9.17
- 17.4 Wiltshire Council – Household Recycling Refurbishment – Briefing Paper – email 5.9.17
- 17.5 Invitation to Wiltshire Flood Warden Seminar 5.9.17 – email 23.8.17
- 17.6 Victim Support Wiltshire – email 22.8.17
- 17.7 SW National Farmers Union – Better Planning – Better Farming – email 8.8.17

Date of next meeting 25th October 2017

AGENDA ITEM 3

**Minutes of the Meeting of the Parish Council
held in the Parish Church on Wednesday 2 August 2017
Wednesday 2nd August 2017**

PRESENT: Councillor J S F Jonik – (Chairman)
Councillor M R D Barton
Councillor N J M Barton
Councillor J B R Durham
Councillor K Lewcock

OFFICERS: Mrs Linda Roberts – Parish Clerk

IN ATTENDANCE: R Gamble – Wiltshire Council

223/17 APOLOGIES

Apologies for absence were received from Councillor Mrs Morgan-Frise and Councillor Justin Hunt Davis.

224/17 DECLARATIONS OF INTEREST

The Parish Clerk declared an interest in agenda item 8.3 which was seeking approval of payment of invoice for Locum Clerk Services, prior to her permanent appointment on 21 June 2017.

225/17 MINUTES

The minutes of the Parish Council Meeting held on Wednesday 21 June 2017, having previously been circulated were signed by the Chairman, Councillor Jonik as a correct record.

The minutes of the Parish Council Meeting held on Wednesday 1 March 2017, having previously been circulated were signed by the Chairman, Councillor Jonik as a correct record.

226/17 REPORT FROM UNITARY COUNCILLOR RICHARD GAMBLE

Councillor Gamble reported that the new Extra Care Centre in Devizes had proven an excellent venue for the last Area Board meeting.

He advised members that Devizes Town Centre would shortly be renewing their Public Space Protection Order. This Order gives extra powers to the Police to move people on who

are acting anti socially. Whilst this is not extended to cover the parishes surrounding Devizes it is something that parishes might like to think about introducing where there are incidents of anti- social behaviour. Councillor Gamble was aware that some parishes had suffered from people drinking in the streets and urinating in public spaces. Referring to Erlestoke he was aware that there is a problem with people coming into Erlestoke to throw phones and drugs over the prison wall, he suggested that maybe a protection order was a method to deal with the problem. He went on to say that the Police 101 service had been the subject of many complaints and that the Inspector was trying to find a solution to the problem. Some of the issues stem from under resourcing and staff training.

Councillor Gamble understood that it had been difficult to convince the Highways Engineers to agree to the installation of the school crossing sign. The chairman Councillor Jonik reported that CATF had agreed it is investigated and that the replacement sign had been included in this year's CATG budget.

Councillor Lewcock advised that this issue had been on-going for some time and it was very frustrating when answers to questions had not been forthcoming from Wiltshire Council officers and stated that a proposal which was made nearly twelve months ago by the Parish Council to purchase the sign to facilitate a swift solution had still not been acknowledged or agreed upon.

The other area of concern regarding road safety was the crossroads at lower road. The missing sign has been reported on the Wiltshire APP several times. However, the Chair Councillor Jonik advised there had been a response from CATG regarding the replacement finger post. The members were reminded by Councillor Gamble that the Parish Council must support and endorse any road safety schemes put forward to the CATG adding that if the Parish Council offered to contribute towards a scheme it would be considered favourably by CATG.

The Parish Clerk suggested that she should contact the Community Area Manager, who attend CATG meeting to discuss these issues and establish a plan of action going forward and it was agreed that the Parish Council would offer to make contributions towards the outstanding issues to expedite progress.

Councillor Gamble also suggested writing a letter, and copying him in, to Graham Robinson (Highways at Wiltshire Council) expressing the Parish Council's grave concerns over these outstanding road safety issues.

The Parish Clerk would also seek input from the Police following two serious road accidents which had occurred in the vicinity to see if they might add support to the case for the urgency of these signs.

Members also discussed and agreed that the Parish Council should perhaps set some budget aside for any future highways issues which may arise.

Councillor Gamble reported that there was an initiative to Commemorative the first world war in planting trees in memory of victim. He advised that the Parish Council would be sent more details of the scheme. first world war

227/17 DEFIBRILLATOR TRAINING

Councillor Mrs Barton confirmed that Julia Doel had agreed to run a training event in the Church to train residents to use a defibrillator. It was confirmed that it will take place on Thursday 31 August at 7pm in the church.

Councillor Mrs Barton will arrange for flyers to be circulated and put up on notice boards. As the next pop up pub was scheduled for 25 August this might be a further opportunity to publicise the training.

228/17 DONATION OF PHOTOGRAPH BY RESIDENT

Councillor Barton reported that she had recently met Rod Coverly and his wife Sandy, the ex-pub landlords who have kindly donated a photograph to the parish council of the Erlestoke steam train. Members agreed that it should be framed and reserved and that it should be hung in the Church for now (following permission being sought).

Member agreed that a thank you letter from the Parish Council should be sent to Mr and Mrs Coverly.

229/17 WILTSHIRE COUNCIL HOUSING ALLOCATION CONSULTATION

It was agreed that there were no implications for Erlestoke and therefore no response was needed to the consultation. It was reported that the Neighbourhood Planning Group would shortly be compiling all information they have gathered to date and that it was highly likely that a Village Design Statement would be produced.

230/17 FINANCE

It was proposed by Councillor Durham, seconded by Councillor Mrs Barton and

UNANIMOUSLY RESOLVED to approve payment of the following invoices:

Aon Insurance	£373.06
Miles & Francis	£395.00 (Maintenance to play area, recreation field And secret garden)
Linda Roberts	£243.40 – Locum Clerk Services, April – June 2017

230.1/17 FINANCIAL STATEMENT

The financial statement to the end of May 2017, having previously been circulated was noted.

231/17 RECEIVING OF ELECTRONIC SUMMONS AND AGENDAS

It was proposed by the Chairman Councillor Jonik, seconded by Councillor Lewcock and

UNANIMOUSLY RESOLVED to approve the receipt of summon and agendas to meetings by electronic means, bearing an electronic signature of the Clerk.

232/17 EXCHANGE OF INFORMATION AND ON-GOING MATTERS

232.1/17 BROADBAND

It was agreed that the Parish Council should write to Wiltshire Council requesting a quick solution to the very slow broadband speeds experienced in the village. It was also suggested this should be a main agenda item at the next meeting.

232.2/17 PLAY EQUIPMENT – ROSPA INSPECTION

The Parish Clerk advised that there would be a Play Equipment Inspection in September.

233.3/17 ERLESTOKE LAKES

The Chairman, Councillor advised that water tests had been carried out on the lakes which had shown prominent level of PH in some areas, however there was no chlorine in the water and there is very little acidity. It was also confirmed that there is no blue algae, which is toxic, present in the lakes.

The Chairman Councillor Jonik reported that once they had received the engineers report from the MOD regarding the repairs to the dam the Parish Council could start to investigate grant funding opportunities to match fund the investment being made by the MOD so that more enhancements and improvement could be made to the area.

It was agreed that a representative from the MOD should be invited to the next meeting to address the Parish Council.

The meeting closed at 9.45pm

Date of Next Meeting 6 September 2017