



Tisbury Parish Council Minutes – April Meeting 1 Held at 7:00pm on Tuesday 5th April 2022

The Reading Room, High Street, TISBURY, SP3 6LD
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Questions or Statements – none.

Report from Wiltshire Councillor - 5 items were mentioned:

- a. Wiltshire Council Housing Land Supply figure now stands at 4.72 years at 01/04/2021; although it was noted that the Housing Delivery figure is now greater than 5 years.
- b. The Homes for Ukraine scheme is now up and running.
- c. Growing Up and Moving On Project – details are on the Wiltshire Council website and also those of the schools involved.
- d. Councillor JM queried the Rural Bus Services scheme in relation to the Tisbury area, but there is no positive news on this.
- e. Council Tax details can be found on the Wiltshire Council website.

MEETING MINUTES **(*responsibility for action)**

22.04.01

Those present:

Parish Councillors G. Murray (Acting Chairman), R. Buck, F. Corp, N. Errington (also as a Wiltshire Councillor), V. Hillier, J. Mason, J. Phillips - 7.

Also in attendance: 2 residents; Chairman S. Davison and J. Amos (Neighbourhood Planning Consultant) attended virtually until c.7:15pm only due to technical details with the sound system; S. Harry (Clerk).

Apologies Parish Councillors unanimously accepted the apologies of Simon Davison (Covid), R.A. Beattie (away from village) and E. Coyle-Camp (away from village).

22.04.02

Declarations of Interest:

Any Parish Councillor wishing to declare interests should do so at this point:

- a. declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests - none.
- b. declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests - none.
- c. dispensations: none.

22.04.03

Resolution of Minutes

- a. March meeting 2 - **resolved RB/JM; unanimous of those present (7).**

22.04.04

PLANNING MATTERS

a. Current applications:

PL/2022/02510 5 Temperance Row, The Quarry, Tisbury, SP3 6HW

Construction of Garden Room

Councillors discussed this application, including the views of the neighbour sought by a councillor, before resolving to respond **unanimously** with '**No Objection**'–

RB/NE *Clerk

b. Other Planning Matters:

- i. **Updating TisPlan (Neighbourhood Plan)** – Councillor GM reported the following points to the meeting:
 - Wiltshire Council Officer Mike Kilmister had advised that unless the Working Group had finished the review work by the end of May, due to the necessity for consultation and subsequent review, the processes to be completed by Wiltshire Council etc., any amendments to the current Made Plan would not be complete until 2023.
 - With this in mind, the work being done on design codes by AECOM would be excluded from the current review cycle, with AECOM instead focussing on a Masterplan for the Station Works site that would include a Viability Test of the site to assess / demonstrate a minimum requirement of 65 homes; also for consideration of the access to the site via a bridge, noting that it was now known that the developers could fund and provide a bridge under the supervision of Network Rail.
 - A Housing Needs Assessment was also required and the consultation would start soon.
 - The Environment Group would contribute with respect to Climate Change, e.g. flooding and broaden the scope with Biodiversity issues. For the current and future revisions to TisPlan, the following areas would be more fully explored; Flooding, Green Spaces and Dark Skies.
 - Additional funding was now possible due to the announcement that Locality Grants would again be available for 2022/23.

- ii. **Events for the Platinum Jubilee** - Councillor JP confirmed that the Oak Tree had been planted successfully on the 16th March, before running through the proposed events and highlighting any changes. The events are still subject to change and will be posted on the website periodically.
- iii. **Climate Change proposals** - Councillor RB gave a brief report on the Climate Change Summit attended by Councillors RB, GM and JP. The sessions introduced a Training/Tool Kit for Parish Councils, sustainable Christmas lights, composting and plastic free initiatives among many other topics with the key message of ACT Without Impact. Councillors agreed that a new page would be added to the website. *Clerk
Information from the numerous links provided during the day would be downloaded if possible. *Clerk

22.4.05

FINANCIAL MATTERS requiring Consideration/Resolution

i. Solar Lighting Solutions for Stubbles and Nadder Close Car Park

Power to fund - PCA 1957, s3 HA 1980, s301

Councillors considered the examples of several wall mounted lights and also bollard lights and noted that all units had motion detection cells, downward focused light and could be suitably positioned to minimise the area being lit up at any one time.

To progress the potential scheme, the Clerk suggested that the 2 sites be surveyed to determine the number of units required and also costings from 3 suppliers. *Clerk

ii. **Internal Audit outcome** – Councillors noted that the first stage of the internal audit was completed on 28th March; the final audit response is scheduled to be available in April with the Annual Governance and Accounting Return being available for signing in May.

No significant problems were identified during the first stage audit; however, revision of the bank signatories for cheques and on-line banking was recommended as a priority and this was agreed by Councillors unanimously; JP/JM *Clerk

iii. **Tisbury PC Insurance Renewal for 2022.23** – Councillors were informed that the current provider of insurance cover for the Council was Zurich on a 3-year term agreement renewable on 1st June of each year; this will be reviewed in February/March 2023.

Councillors were asked to note the premium / payment to renew the policy on 1st June 2022 had to be brought forward to March 2022 to enable the Road Closures for HM the Queen's Platinum Jubilee celebrations to be submitted; at premium of £1147.98 (an increase of £13.15 over the 2021/22 premium).

This was approved, under delegated powers, following agreement with the Chairman and Vice-Chairman and will be authorised as a retrospective payment in the March 2022 accounts.

22.04.06

OTHER MATTERS requiring Consideration/Resolution

a. Arrangements for Retirement of the Parish Clerk / RFO:

- i. Letter of Retirement – the proposed plan was that the Clerk would step down from responsibility at the end of August; with a 1-month handover with the new Clerk during September. The proposed plan was agreed by Councillors.

Councillors also noted that the normal notice period was 3-months.

- ii. Vacancy advert initially in NALC listings (England and Wales), Wiltshire Association of Local Councils newsletter and Society of Local Council Clerks. Consideration of local newspapers and social media.

Councillors asked for sight of the advert before it was posted. acknowledging that this would potentially delay the dates of appointment - **FC/JM; unanimous.** *Clerk

- iii. Initial selection of Councillors for the Appointment Committee – Councillors agreed that this be held over until the Chairman was present.

- b. SK8 Park graffiti – Councillors noted a small amount of graffiti had appeared in the SK8 Park tunnel. To tackle the local concerns, the Youth Café would like to hold a competition for local graffiti artists to use the tunnel space for their work. This is a recognised method of dealing with a graffiti problem and initial designs for the proposed artwork would be invited by hardcopy only. Councillors unanimously agreed with this approach.

*Clerk

22.04.07

Items for Information / next agenda

- i. Small Grants – Councillors noted the proposed timetable with invitations being sent out by 11th April with a deadline of 30th April for submission. The informal decisions would be made at the Annual Parish Meeting with formal approval in June by Councillors. In addition, Councillors requested the opportunity to review the Small Grants policy and application form at the April 2 meeting. *Clerk
- ii. PL/2021/07526 South Western Hotel – Councillor GM commented on the refusal of this application and thought that the Officers Report and Decision notice had useful themes that should be considered along the ongoing work for updating TisPlan. The two reports would be circulated as agenda items for the April Meeting 2. *Clerk

22.04.08

Exclusion of the Public and Press - that under the Public Bodies (Admission to meetings) Act 1960 (as extended by s.100 of the LGA 1972), the public and accredited representatives of newspapers be excluded from the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the LGA 1972: no business.

22.04.09

Date of next meetings: all at 7pm unless otherwise stated:

- a. Tuesday 19th April 2022
- b. Tuesday 3rd May 2022 – Annual Parish Council Meeting + Monthly meeting 1
- c. Tuesday 17th May 2022 – Annual Parish Meeting + Monthly meeting 2

There being no other business, the meeting concluded at 8:25pm.