



Tisbury Parish Council – Minutes of June Meeting 1

Held at 7pm on Tuesday 7th June 2022

The Reading Room, High Street, TISBURY, SP3 6LD

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Questions and Statements

- a. The Chairman started the meeting by thanking Councillors Liz Coyle Camp and Julie Phillips for organising the tremendously successful Platinum Jubilee Celebrations for Her Majesty The Queen. The Clerk was also thanked for the help given to the Councillors. One event in particular was highlighted, the Skate Park Disco, as something that could be considered as a regular monthly event during the summer – the Clerk will discuss with the Youth Worker who organised the event.
- b. Mrs Dean attended the meeting to thank the Council for the Community Award presented to her during the Saturday evening Jubilee event and commented on the success of the Jubilee weekend as a whole.
- c. Mrs Dean, on behalf of the Memory Group, went on to make the following requests:
 - i. a replacement for former Councillor Ings, who had actively supported the Memory Group for many years, especially when holding the Office of Chairman of the Group. It was noted that Councillor Errington had already taken over this responsibility at the Annual Parish Council Meeting in May.
 - ii. that the Sensory Garden be formally known as Guys Patch Sensory Garden.
 - iii. that the Red BT Phone Box at the junction of Hindon Lane and Duck Street be purchased by the Council for use as an attraction in Guy's Patch Sensory Garden.
 - iv. Councillors to note that a grant of £5,000 had been awarded and would be used to replace the bench swept away in the floods of October 2021 with a green sustainable oak version.

(7:12pm)

Report from Wiltshire Councillor – Apart from the changes to Area Board funding (see 22.06.05e.) 3 topics were mentioned:

- i. **Ukraine Update:** 2830 households now registered for Homes for Ukraine, 447 so far matched with 1181 individuals and 178 school applications received. Councillors noted that Wiltshire was currently second in the country for match families and that Salisbury was the closest 'all round help' centre.

Wiltshire Council is addressing the needs of young people arriving from Ukraine through its Work Wiltshire webpages with a dedicated section for 16+ year olds. Wiltshire College is operating a Summer School for 16-18 year olds arriving from Ukraine between 20 June and 14 July.

- ii. **Carbon Neutral Target:** Wiltshire County as a whole is very unlikely to be carbon neutral by 2030 within the current national policy and funding constraints.
- iii. **School Governor Recruitment:** The Council has joined up with the 'Inspiring Governance' organisation in an effort to recruit more people into becoming school governors. A webinar on 16th June at 12:30pm is being offered to those interested in finding out more.

MEETING MINUTES

22.06.01

Those present:

Parish Councillors S. Davison (Chairman), R. Buck, F. Corp, E. Coyle-Camp, N. Errington (until 8pm - also as a Wiltshire Councillor), V. Hillier (from 7:12pm), J. Mason, G. Murray, J. Phillips - 9.

Also in attendance: up to 3 members of the public; S. Harry (Clerk).

Apologies: Councillors unanimously accepted the apologies of Councillor R.A. Beattie, being away from the village.

22.06.02

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 required.

22.06.03

Resolution of Minutes / Notes:

- a. Annual Parish Council Meeting – ECC/FC; unanimous of those present.
- b. May meeting 1 – RB/FC; unanimous of those present.
- c. Notes of Annual Parish Meeting – JM/RB; unanimous of those present.
- d. May meeting 2 – VH/JM; unanimous of those present.

22.06.04

PLANNING MATTERS

a. Current applications:

PL/2022/04134 - ALTON HOUSE, BECKETT STREET, TISBURY, SP3 6HB ([18.06.22](#))

Notification of proposed works to trees in a conservation area:

Ash tree to be reduced by 30% due to keeping it in size with its location and surroundings.

Councillors noted the thoughts of the Village Tree Warden, i.e. The tree will hopefully benefit from the proposals and the subsequent decision.

Delegated decision of 'No objection' by the Village Tree Officer and Clerk

PL/2022/04075 - CLEEVE, VICARAGE ROAD, TISBURY, SP3 6HZ ([18.06.22](#))

Notification of proposed works to trees in a conservation area:

2 Sycamore Trees - Reduce branches overhanging drive

Councillors noted the comments of the Village Tree Warden, i.e. The proposals are considered justifiable and proportionate and unlikely to have any impact on users of the adjacent right of way. Nor will the proposals affect the extent this immediate part of the village appears to be 'treed'.

Delegated decision of 'No objection' by the Village Tree Officer and Clerk

b. Other Planning Matters:

i. **Updating TisPlan (Neighbourhood Plan)** – Councillor GM reported the latest position:

- All policy work was now complete bar final amendments to the Dark Skies and the 'Viability Evaluation' that was an evidence statement rather than a policy.
- Further Locality funding was available to support work by J. Amos, R. Russell and C. Whittaker.
- Work still ongoing was required on the 'Modifications Letter' and the survey, consultation statement and preparing for the Regulation 14 Examination; this would be done by J. Amos and R. Russell.
- Next steps include a meeting with Wiltshire Council Officers, submission of the Modification letter, a decision on type of review and nomination of 2 Inspectors.
- It was also noted for the Station Works planning application, that it was likely that as the number of domestic dwellings had increased considerably over the figure in the Made 2019 TisPlan, the increasing amount of phosphate released into the environment would trigger the requirement for a new Habitat Survey.

ii. **Environment Committee** – Councillors noted that the minutes to date will be available at the June meeting 2. The previously circulated draft Terms of Reference was briefly discussed and would be finalised at the July meeting 2.

22.06.05

FINANCIAL MATTERS requiring Consideration/Resolution

a. Annual Governance and Accounting Return *Clerk

i. Section 1 – Annual Governance Statement 2021/22

The Chairman read aloud each statement (1 to 9) with Councillors having the opportunity to agree (YES) or disagree (NO) to each statement. The Annual Governance Statement was subsequently **resolved unanimously; JP/GM.**

ii. Section 2 – Accounting Statements 2021/22

The Responsible Financial Officer ran through the final Accounting Statements and explained the amendments made since the draft figures were initially presented. The Accounting Statements were subsequently **resolved unanimously; JP/FC.**

iii. Bank reconciliation 2021/22

The end of year bank reconciliation for the current, deposit and petty cash accounts was presented to Councillors and **resolved unanimously; JP/ECC.**

iv. Variances – 2020/21 & 2021/22 – not available.

v. Confirmation of the dates of the period for the exercise of public rights

The Responsible Financial Officer also informed Councillors that the Notice of Confirmation of the Dates of the Period for the Exercise of Public Rights would be posted with the following examination period: Monday 20th June 2022 – Friday 29th July 2022.

b. April Financial Information

i. Current Account bank reconciliation

Councillors noted the bank reconciliation before **resolving unanimously** to approve the data; **JP/JM.**

ii. Retrospective approval of payments made from 01/04/2022 to 30/04/2022

No questions were raised with the Clerk and Councillors **resolved unanimously to approve the data; JP/JM.**

c. Approval of June Faster Payment transactions to date.

Councillors noted that Councillors Davison and Corp had approved the following invoices prior to the meeting and **resolved unanimously – FC/JP *Clerk**

PAYEE	AMOUNT (£)	PAYMENT DESCRIPTION
KNIGHTLIGHTtech	215.00	Sound System for Jubilee function
IvyBlue Ltd	395.44	Design and/or Printing for Jubilee events
Joint Burial Committee	1000.00	50% 2022/23 budget
KWP Aylen	50.00	Install replacement litter bin at Stubbles
Employee 11	287.75	Strimming/Youth Hub refurb/Jubilee
Employee 06	284.90	Pay reconciliation x2 months
Employee 02	281.20	Pay reconciliation x2 months
True Provenance Ltd	300.00	Canapés for Jubilee Saturday evening

d. Potential Asset Transfers from Wiltshire Council – Councillors noted the information provided and agreed to discuss at the next meeting.

e. Area Board Funding Changes

Councillor Errington provided the information below following a request from a number of Councillors after changes to the governance of Area Boards. The information was taken from an Overview and Scrutiny Review notes:

- Ensuring Area Boards are working to local priorities.
- Terms of Reference for Working Groups.
- Changes to Grant Funding:
 - £5k for voluntary and community sector organisations (capital or revenue)
 - >£5k revenue funding requests from Parishes (Youth budget, Health and Wellbeing (older persons) budget. Not capital.
 - Projects must demonstrate two aims of the Wiltshire Council Business Plan and tie in with at least one Area Board priority.
 - Applications must be submitted 4 weeks before the meeting.
 - Matched funding requirement reduced to £500.
 - Exception Requests (>£5K or capital from non-voluntary/community) referred to Grant Assessment Panel, consists of Cabinet Member for Area Boards (Ashley O'Neill) or other Cabinet Member as appointed by Leader, and Associate Director for Leisure, Communities and Culture (David Redfern).
- Pedestrian gates and finger posts cannot be requested from Area Board directly (but can be from the Local Highway Footways and Improvements Group). Speed Indicator Devices will not be supported.

(8pm)

22.06.06

OTHER MATTERS requiring Consideration/Resolution

a. Amendments to Councillor Responsibilities / Committees

Councillors **resolved unanimously** to make the following changes to the listing of Responsibilities and Committees:

- Add the Staffing Committee consisting of Councillors R.A. Beattie, F. Corp, E. Coyle Camp and J. Phillips.
- Add Councillors V. Hillier, J. Mason, G. Murray to the Environment Committee.
- Add Councillors R. Buck, N. Errington, J. Mason and J. Phillips to the Neighbourhood Planning Working Group.
- Delete the Environment Group from non-Parish Council functions.

JP/GM *Clerk

b. Amendments to Standing Orders

Councillors **resolved unanimously** to delete Standing Order reference 15. Proper Officer b xiv. relating to documentation detailing decisions of planning applications. This was now thought to be unnecessary due to the development of a comprehensive Wiltshire Council Planning database now available on-line. **JP/RB *Clerk**

Other potential changes that had been highlighted with respect to appraisals for the Clerk and the procedure for the treatment of previous resolutions were not thought necessary.

c. St John's School Gate onto Jubilee Meadow

Councillors discussed the Head Teacher's letter concerning vandalism and anti-social behaviour, including damage to school property, swearing and bullying, with a potential link to the Skate Park. The condition of the rear school gate on to the school playing field had also been highlighted. Councillors discussed the points raised by the Head Teacher for some time before agreeing that:

- a response to the letter would be drafted by Councillors and sent by Friday.
- the letter would include a decision made by Councillors (**unanimously agreed**) to either pay for a replacement gate to the school's specification or, to increase security of the premises, replace the gate with mature hedging - (**Local Government Act (Miscellaneous Provisions) 1976; section 19**). The choice to be made by the school.

d. Potential Adoption of the BT Red Telephone Box

Councillors noted the information previously circulated concerning the adoption of the now defunct Red Telephone Box at the junction of Hindon Lane and Duck Street, before **resolving unanimously** to seek further information on any requirements, costings and conditions relating to the relocation to Guy's Patch Sensory Garden. **EC/FC *Clerk**

e. Potential improvements to the SK8 Park

Councillors noted the approach by Seeds4Success, but no detailed information had yet been provided.

f. Footpath Report on maintenance undertaken

Councillors noted the previously circulated report and no questions or comments were made.

22.06.07

Items for Information / next agenda

- i. Greening of the paved area adjacent to the Public Toilets – a potential layout was required before this could be progressed with Wiltshire Council; now scheduled for the July 2 meeting.
- ii. The Bench adjacent to the Reading Room – MJ Abbott had visited the site and a quote was being prepared. A carpenter to refurbish the seat element was still needed.

22.06.08

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: none.

22.06.09

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

- a. Tuesday 21st June 2022 – Monthly meeting 2
- b. Tuesday 5th July 2022 – Monthly meeting 1