



**Tisbury Parish Council – Minutes of the
Ordinary Parish Council Meeting
Held at 7.00 pm on Tuesday 6th June 2023 in the
Reading Room, High Street, TISBURY, SP3 6LD**

Questions or Statements:

A member of the public responded to questions on the request to hold a joint schools summer fete on the King George V field. He also asked about the progress on the provision of the rear gate to St John's School.

MEETING MINUTES
(*responsibility for action)

Those present:

Councillors Murray (Chairman), R A Beattie, R Buck, F Corp, N Errington, V Hillier, J Mason, J Phillips - 8.

Also in attendance: B Cornish (Clerk). Two members of the public.

21.23 Apologies

Councillors unanimously approved the apologies from Councillors E Coyle-Camp (personal commitment) and Davison (holiday).

22.23 Declarations of Interest:

- 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: Councillor Murray declared a personal and non-pecuniary interest in Minutes 22.23 (grants to Tisbury Community Choir and Tisbury Pre-School and 23.23 for Tisbury Pre-School) and did not vote.
- c. Dispensations: None.

23.23 Resolution of Minutes

Minutes of the Annual Meeting held on Tuesday 2nd May 2023

- **Approved; RAB/FC;** unanimous.

21.23 Planning and Tree Works Applications *Clerk

- a. **PL/2023/00421 Ferndale, The Avenue, Tisbury**

Formation of dormer to rear roofslope *Revised Plans

- **Support; NE/VH;** unanimous; on the grounds that the proposed plans were in compliance with Core Policy 57 of the Wiltshire Core Strategy.

b. PL/2023/04315 Vale View, 17 High Street Tisbury

Reduce the height of three Leylandii and one Laburnum of similar height - 8 metres, in garden. All 4 to be reduced by approximately two metres. Prune branches of the Laburnum over-hanging an unadopted road with right of way to several properties:+

- **Leave to the Tree Officer; RB/JM;** unanimous.

At this point in the meeting, Councillor Murray passed the chairing of the meeting to Councillor Beattie.

22.23 Small Grants Scheme Applications *Clerk

To consider and approve the small grant applications received from local organisations using the following powers:

- a. **Friends of Tisbury Community Choir** – towards the purchase of licences to print and use new pieces of music - £300 [LGA 1972 s137](#)
 - b. **Guy's Patch** – towards maintaining the area - £300 [Parish Councils Act 1957, section 2](#)
 - c. **St John's Church** – for maintenance of village clock - £300 [LGA 1972 s137](#)
 - d. **Tisbury Carnival** – towards the annual event insurance - £300 [LGA 1972 s137](#)
 - e. **Tisbury Memory Group** – towards activities for the Group - £300 [LGA 1972 s137](#)
 - f. **Tisbury Pre-School** – towards the purchase of a new printer - £300 [LGA 1972 s137](#)
 - g. **TisTalk** – towards the provision of a weekly podcast for Tisbury - £180 [LGA 1972 s137](#)
- **All applications approved; RAB/NE;** with the proviso that Tisbury Community Choir advises the Council of the charities it intends to support in the coming year.

23.23 Joint Schools Summer Fete on Saturday 5th August 2023 *Clerk

To consider a request from Tisbury Pre-school and St John's Primary School to use the King George V field for a joint schools Summer Fete on Saturday 5th August 2023:

- **Approved; RAB/JM;** subject to receipt of a copy of the school's public liability insurance and a risk assessment for the event.

At this point in the meeting Councillor Beattie passed the chairing of the meeting back to Councillor Murray.

24.23 Commemorative Event to mark the 80th Anniversary of the B-24 Liberator crash in Tisbury on 28th July 1943 with the loss of 7 members of RAF 53 Squadron: *Clerk

- a. To consider a request from a group of residents to attach and unveil a plaque at the village War Memorial and to hold a commemorative event to mark the 80th Anniversary on Friday 28th July 2023 at 11 am:
 - **Approved; RAB/JM;** unanimous.

- b. To consider their request for a contribution from the Council towards the purchase of a commemorative plaque:
 - **Approved; RAB/JM; unanimous.**
- c. If agreed, to consider a recommendation from the Clerk that an application be submitted to Wiltshire Council for a temporary partial road closure of the Square for 45 minutes for the event under the Town Police Clauses Act 1847:
 - **Approved; RAB/JM; unanimous.**
- d. To consider and approve the attendance of representatives of the Parish Council at the event and the laying of a wreath on behalf of the community:
 - **Approved; RAB/JM; unanimous and that refreshments be served in the Hinton Hall after the ceremony.**

25.23 Annual Governance & Accountability Return *Clerk

a. Internal Auditor's Report

To receive and note the Internal Auditor's Report from IAC Audit & Consultancy Ltd:

- **Approved and noted; RAB/VH; unanimous.**

The Clerk advised that she would be working through the observations made by the Internal Auditor and will be bringing policies and other items identified to future meetings for adoption and approval.

b. Annual Governance Statement

To consider and resolve to approve the Annual Governance Statement contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2023 for submission to the Parish Council's External Auditors:

- **Approved; FC/JM; unanimous.**

c. Accounting Statements

To consider and resolve to approve the Accounting Statements and Statement of Variances contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2023 for submission to the Parish Council's External Auditors:

- **Approved; VH/JM; unanimous.**

d. Exercise of Public Rights

To resolve to approve the dates for the period for the exercise of public rights for the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2023:

- **Approved; RB/NE; unanimous.**

26.23 Annual Subscriptions

To re-consider a recommendation from the Environment Committee to take out an annual subscription with the Campaign to Protect Rural England 'CPRE':

- **Approved; NE/JP**; unanimous.

27.23 Finance – Annual Direct Debits and Standing Orders

To approve the Council's annual direct debits and standing orders:

- **Approved; VH/RAB**; unanimous.

28.23 Approval of June Financial Information

- Retrospective payments made from 01/05/2023 to 31/05/2023
 - Faster Payment transactions for June
 - Current Account bank reconciliations to 30th April and 31st May 2023
 - Deposit Account bank reconciliations to 30th April and 31st May 2023
 - Budget to Actual Reports to 30th April and 31st May 2023
- **All Approved; JM/FC**; unanimous.

29.23 Annual Insurance

To approve the renewal of the Council's Annual Insurance on 1st June 2023 with Zurich Insurance for the premium of £1,618.62:

- **Approved; NE/RB**; unanimous.

30.23 Wiltshire Towns Programme

- To note the receipt of the £5,000 grant from Wiltshire Council for the Towns Programme for 2022/23 and approve that it be transferred to Earmarked Reserves: ***Clerk**
 - **Approved; NE/JM**; unanimous
- To consider a proposal from Councillor Mason that the Council write to local businesses to seek their views on potential projects for an additional grant of £5,000 for 2023/24 with the purpose of increasing footfall to the High Street.
 - **Approved; JM/NE**; unanimous

31.23 Risk Assessments for Great Big Green Week *Clerk

To approve the Risk Assessments for the events being held by the Council during Great Big Green Week between 10th and 18th June:

- Skatepark Eco Music Event
 - Events Held at the New Vic @ Tisbury
 - Eco Trail
- **All approved; JP/FC**; unanimous. It was agreed that the Clerk would circulate the remaining Risk Assessments to councillors, when completed, for consideration at least 2 days before the event.

32.23 Items for Information

Councillors noted the following reports:

- i. Councillor Buck gave a brief report on the Coronation Picnic event held at the Lower Recreation Ground on Sunday 7th June and asked that all volunteers receive a letter of thanks from the Council and a commemorative mug.
- ii. Clerk's report providing information on agenda items, recent issues and work completed.
- iii. Clerk's report on a recent meeting of the Local Highways and Footpath Improvement Group including the implementation of the 20mph speed limit in Tisbury.

33.23 Items for Next Agenda

- a. Report on Defibrillator quotes.
- b. Report making recommendations on short term investment funds.
- c. Revised Risk Assessment for Children's Community Garden.
- d. Protocol and Guidance on Meetings with Developers.
- e. Time Off In Lieu Policy.

34.23 Date of next meeting:

Councillor Murray confirmed the date of the next meeting as Tuesday 4th July 2023 at 7 pm at the Reading Room, High Street, Tisbury.

There being no other business, the meeting concluded at 7.47 pm.