**Draft Minutes of a Meeting of Donhead St Mary Parish Council held on 3rd July 2019 in the New Remembrance hall, Charlton.**

Present Cllrs; Adams, Mrs Beer, Dewy, Mrs Fraser, Miles, Rossiter, Mrs Walker and White.

In attendance; Mrs C Churchill (Clerk) and 2 members of the public. WC Cllr Deane

Apologies; Cllrs Feltham, Mrs Fortescue, Mrs Garnett and Lewis

To receive a report from Wiltshire Cllr Tony Deane.

Wiltshire Council has a new leader – Cllr Philip Whitehead who is currently the cabinet member for finance. He wants WC to co-operate with parish councils.

If Donhead St Mary has a masterplan please let Tony have a copy, if it doesn’t please consider drawing one up.

Currently 6,500 people in Wiltshire are vulnerable, costing over 50% of the budget.

Climate emergency – WC wants to do what it can to tackle climate change.

Local Government Boundary Commission for England has redrafted the proposed ward boundaries – please comment.

*Details of the new proposals had been circulated via email.*

Mrs Garnett, LewisCommunity policing – PCSO Turnbull will be holding a monthly surgery in Tisbury.

Last SWWAB focussed on drug and alcohol misuse, police feel the current policy is failing. Perhaps legalise cannabis?

Highways has started painting white lines in the area.

PC Richard Salter (the new community co-ordinator) sent apologies, he has another meeting to attend in Devizes. The latest report from the Police has been circulated.

In the absence of Cllr Miles, Cllr Adams took the chair and opened the meeting at 7.29pm

**0685. Apologies for absence** were received from Cllrs Feltham, (conflicting social engagement) Fortescue (conflicting social engagement), Garnett (conflicting social engagement) and Lewis (working).

*Local Government Act 1972 s85(1)*

Cllr Miles arrived during item 0685, he asked Cllr Adams to continue as Chairman for this meeting.

**0686. Council meeting minutes** - to confirm and sign the minutes of the parish council meeting held on 8th May 2019.

Donhead St Mary PC resolved to approve without amendment the previously circulated Minutes, which were taken as read, as a true record of the meeting and these were signed by the Chairman.

*Local Government Act 1972 sch 12, para 41(1)*

**0687. Interests.**

1. Cllrs to declare any Disclosable Pecuniary Interestsrelated to any matters to be considered in this agenda that do not appear in the Cllr’s register of interests.

Cllr Mrs Fraser declared an interest in item 0691 – planning application for Braeside.

1. In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.

None received

Cllrs were reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.

**0688. Exclusion of the press and public.** To agree, if required, any items to be dealt with after the public, including the press, have been excluded under. Not required.

*Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100*

**0689. Co-option of Cllr.** There is 1 vacancy on Donhead St Mary PC, which having been advertised may be filled by co-option.

No one present to co-opt.

**0690. Speeding issues within the parish –** to receive an update;

Metrocounts have been requested again for the following locations;

* Charlton village
* Charlton Lane
* A30 near the county boundary
* Ludwell

As yet no further information has been received.

The information was noted.

**PLANNING**

**0691. To respond to Wiltshire Council Planning on the following planning applications.** Please note that hard copies of the plans are no longer available and plans should be viewed online prior to attending the meeting.

**19/05041. Well Cottage, Higher Coombe.** Proposed extensions and alterations to existing dwelling.

Donhead St Mary PC resolved to support the application.

**19/05166. Braeside Farm, Charlton.** Permanent stationing of a mobile home to provide accommodation for an agricultural worker.

Donhead St Mary PC resolved to support the application.

Donhead St Mary PC resolved to request that Wiltshire Cllr Deane calls this application in should WC Planning be minded to refuse.

**19/05699. Ye Olde Wheelwrights, Ludwell.** Variation of condition 2 of planning application 16/05955/FUL (Erection of Barn).

Donhead St Mary PC resolved to support the application.

**0692. To consider how to respond to any** **planning applications** made after the publication of the agenda. There were none.

**0693. To note the following tree application.**

**19/05617. Bennetts, Donhead St Mary.** Fell unspecified tree (thought to be Willow).

Donhead St Mary PC resolved that the tree must be identified before it is felled and it should be replaced by two hardwood trees on the property.

**0694. To note the following planning decisions.** All were approved with conditions, full details are available online.

* **18/11476. Long Landsley, Salisbury Rd, Donhead St Mary.** Replacement dwelling and garages (demolish existing), erect entrance walls and gates, modify access, erect boundary fencing.
* **19/03434. Little Wincombe, Watery Lane.** Proposed alterations and extensions.
* **19/03706. Greystones, Charlton**. Single storey garden room extension, with linking lobby plus minor alterations to ground floor w.c. and utility room.
* **19/02996. Navarac, Salisbury Road, Donhead St Mary.** Replacement of existing lawful caravan/mobile home with single cottage.

Donhead St Mary PC resolved to note the planning decisions listed above.

**0695. Update of Actions of the Minutes** dated 8th May 2019.

1. (0661) Clerk circulated the information to complete the online registers.

2. (0663) Clerk informed WC of the co-option.

3. (0664) All metrocounts were re requested, the original area board request was in the system but only found by looking up the reference number.

4. (0665) Planning responses were sent to WC.

5. (0668) Clerk spoke to Mr Wilmot (WC Planning) and he confirmed that the discharge of conditions is part of the planning process for the applicant, it is not something the parish should be consulted on. Conditions are only discharged when met unless a variation is applied for.

6. (0674) The certificate of exemption has been sent to the External Auditor.

7. (0677) Clerk has written to the gentleman re the incorrect ERoB, as yet no response so Cllr Rossiter offered to make contact to ensure the letter had been received.

8. (0679) Clerk has written to the Solicitor but not yet received a reply.

**0696. CCTV.** Further to previous discussions, to consider the provision of CCTV within the parish. A discussion on the cost and requirements followed.

Donhead St Mary PC resoled that this should remain on the agenda.

**0697. Potential Road name change.** Donhead St Mary PC resolved that the Clerk should obtain costs for the new street sign. Clerk

Wiltshire Cllr Deane informed the Council that highways would install it at no cost to the parish.

**0698. Year ending 31st March 2020.**

## To note the balance of the accounts.

Opening balance £22,070.00

Total receipts £15,849.02

Total payments £ 3,763.06

Closing balance £34,155.96

Of which £18,940.27 is solar fund money

£1,187.98 is ringfenced.

Leaving a balance of £14,027.98

Balance in Lloyds bank account £34,207.49, unpresented cheque total £51.53.

Donhead St Mary PC resolved to note the financial information.

1. To note payments made since the last meeting.

The only payments made were the monthly standing orders.

1. To authorise for payment a list of payments

Donhead St Mary PC resolved to authorise payments totalling £1,225.65

1. To consider the solar fund.

The Clerk has not transferred the agreed sum of £4000 as currently there is no official documentation from the Remembrance Field fund.

Donhead St Mary PC agreed that until the sum is required it should not be transferred and then only after a request has been received with bank details.

Donhead St Mary PC resolved that the sum will be paid by cheque not a bank transfer.

*Account and Audit Regulations 2003 reg 4. Local Government Act 1972 s150(5)*

**0699. Highway Issues.**

(i) To note matters previously reported to Highways for attention.

It was reported that highways has looked at the drain at Charlton.

Some white lining has been completed.

(ii) To note any issues that need to be reported to Highways for attention.

The road in Coronation Drive requires attention, it is known that this is housing rather than highways but it is still WC.

(iii) To resolve to send a letter to any Landowner who has overgrown hedges requiring cutting.

Clerk has received correspondence from 1 property as their hedges have previously been cut by the Council. Clerk has contacted WC for clarification on this.

Hedge by Coronation Drive turning off the A30 is overgrown and a hazard for drivers as it impairs visability for cars pulling out.

The hedge at Underhill Farm requires cutting back.

**0700. Play areas.** To receive an update;

Inspections are due in September 2019.

(i) Play area at the New Remembrance Field

There were no issues to report.

(ii) Play area at Coronation Drive

Cllr Rossiter will purchase a bench which will be chained to the fence. Cllr Rossiter

There were no other issues to consider.

Cllr Mrs Beer reported that it is now used a lot more following the improvements.

**0701. To receive updates on the following;**

(i) Charlton Cemetery. Clerk reported that she is chasing a stonemason for unpaid fees currently totalling £405.00. It had been noted on a cemetery inspection that the approved memorials had been installed without the fee being paid. The next letter will be sent recorded delivery and cc to all Cllrs.

(ii) War Memorial. No update received.

(iii) Emergency Plan. No update received.

(iv) First Aid / Defibrillator. It was reported that a vehicle has been parking so close to the phone box it would not be possible to access the defibrillator.

Donhead ST Mary PC resolved that a sign stating No Parking should be purchased.

Please do not park. Access required 24 hours a day, 7 days a week.

(v) Dementia session. Cllr Fraser reported that the arranged get together was postponed, another session will be arranged in the future.

(vi) Flood Plan. Clerk to chase the flood map.

**0702. To receive reports from Cllrs.**

There were no reports.

Cllr Miles suggested that the 30mph should be moved to the west of Coronation drive, he will speak to the school as it will be safer for the parents and children.

**0703. Clerk’s Report.**

New proposals put forward by the LGBCE, details had been circulated. Donhead St Mary PC resolved to make no comment.

Planning training on 3rd September – arranged by AONB. Cllrs Dewey, Mrs Fraser, Mrs Walker and White wished to attend – they will confirm by Mon 8th July so Clerk can book them on.

Cycle race on 4th August – affects chalke valley and Ludwell.

New Police co-ordinator for the area.

Email re meeting regarding Westminster Memorial hospital – circulated

Notice of road closure – circulated via email.

Email re overgrown hedge – circulated

Police report circulated.

Copy of the fete accounts - filed

Networking day on 9th May – no one was available to attend.

SWWAB met on 4th June focus on drugs and alcohol

SWW CSG met on 5th June – discussion on the drug and alcohol issues

OFWG met on 12th June

SWWAB will meet on 17th July at Mere

CATG will meet on 24th July

Notices in the noticeboards.

Cllr Adams agreed to display notices in the following boards – Ludwell, St John’s Close, St Mary’s.

Cllr Mrs Walker will display notices in the Charlton notice board.

Clerk to send printed notices to Cllr Adams.

**0704. To agree what should be submitted to the Donhead Digest.**

Cycle race

Parking issue at Ludwell phone box / defibrillator.

Date of next meeting

Vacancy

**0705. To note items for the agenda of the next meeting.** Any items for the agenda should be sent to the Clerk before Thursday 22nd August.

**0706. To confirm the date and venue of the next meeting** as Wednesday 4th September 2019.

Cllr Adams closed the meeting at 9.06pm