

MINAL PARISH COUNCIL

Minutes of the Parish Council Meeting Held on 13 May 2024 At 7.30pm in the Village Hall

Draft for approval on 8 July 2024

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| <p>1. Present:
Anna Whitehead, Chair
Brian Devonshire, Vice Deputy Chair
Rob Bailey, Vice Deputy Chair
Lesley Rowe
Adam Kebble
Guy Gagen
Lucy Kirkpatrick</p> | <p>Apologies Accepted from:
Caroline Thomas, County Councillor</p> <p>In Attendance
Sue Hine, Clerk/RFO</p> |
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Declarations of Interest for Matters being discussed: None.

- 2. Minutes of the meeting held on 11 March 2024**
The Minutes were approved and signed.
- 3. Matters Arising** – These had been circulated and an updated Action sheet accompanies these minutes. The main actions have been transferred to Agenda items.
- 4. Questions from Members of the Public:**
None
- 5. Annual Accountancy and Governance Review AGAR**
The Clerk had circulated the PC's Financial Regulations, Risk Register and Asset Register prior to the meeting and Councillors did not wish to make any changes. The internal audit conducted by Andrew Ross was discussed and reported no issues. Parish Councillors were happy to approve the Governance Statement which the Clerk and Chair, Anna Whitehead signed.
- 6. AGAR Financial statement and End of Year Accounts**
Councillors approved the end of Year Accounts which the Chair AW signed and the Clerk and Chair signed the AGAR form. The PC is applying for a Certificate of Exemption for this financial year as expenditure and income are below £25k. The dates for the Excise of Public rights were set at Monday 3 June to Friday 12 July 2024. **Action: The Clerk will send Certificate of Exemption to the auditors PKF Littlejohn and advertise the dates for inspection.**
- 7. Financial Statements 12.3.24 – 31.3.24 and 1.4.24 – 13.5.24**
Current Expenditure against New Budget
The Financial Statements and Expenditure against Budget were approved by Councillors and LR signed the statement and verified the balances which the Clerk showed via the online App. The Clerk had advised that Idverde's bin charges were going up from £24 to £70 a month. All PC's have been advised of

the increases due to new arrangements for waste and costs had not increased since 2018. Councillors voted to approve the new costs and continue the contract with Idverde. **Action: Clerk to sign Idverde contract paperwork.**

8. Invoicing for Burials

The Clerk reported that there remain some issues and confusion regarding invoicing for burials with the undertakers. This was picked up in a previous audit. The Clerk has spoken to the undertakers who said that they would be happy to deal with Chris Webb for burial issues and the Clerk for invoicing. It was agreed that Chris Webb would continue to liaise for all burial issues and the Clerk would liaise regarding invoice and payment. **Action: AW to write to CW to advise new system.**

9. Planning Applications

Rabley Equestrian Centre. It was noted that plans for the barn had been approved by Wiltshire Council and the House was still awaited.

Stitchcombe Mill PL/2024/03710 – variation of conditions re design PL/2022/05507. This is a complicated application with many revisions which relate to the flooding risk. LR has met the owner and discussed. Councillors agreed No objection.

Iona Church Lane PL/2024/00165 – Car port and new driveway. The drainage issues have been resolved so Councillors approved No Objection.

10. Village Hall Planter

RB reported that the Gardening Club have suggested putting a second water planter on the front of the Village Hall to slow down the flow of water from the roof. As well as the practical application the gardening club maintains the plants which look attractive year-round. As part of the recent village hall clear up day a gravel soakaway edging the front paving has been installed to further soak up water. Councillors approved a donation of £150. The Gardening club are to run a workshop and it is hoped that more people will be encouraged to install rainwater planters. **Action: Clerk**

11. Discretionary Gully Cleansing

The Clerk reported that she had identified the problematic gullies in the village and completed the form using What Three Words as requested by Highways. The gullies on the bend above Church Lane and below Woodlands Road are particularly bad and large puddles of water are building up every time it rains which extend half way across the C6. The Clerk had been concerned at the service and communication from the Gully crew and had asked for Caroline Thomas to clarify. The Council was advised that Mildenhall gully cleansing would be the week commencing 7 May and RB said that Church Lane had been done but the C6 bend was still blocked. The Gully crew had said that drains requiring traffic management would not be possible so the Clerk will chase.

Councillors also discussed the condition of the ditches at the top of Woodlands road on A Ainsley's land. The poor condition of these ditches is causing more silt to be washing down into the village. GG said that the ditches and grips were dug approximately 10 years ago and have not been maintained since. It was agreed that the Clerk and AW would draft an email requesting these ditches and

grips to be dug out; to be sent by Chair AW. **Action: Clerk & AW.**

12. Playground Work Approval

The matting around the roundabout has been replaced and all agreed this was an excellent job by Joe Pittams. The Clerk thanked Councillors AK, GG, AW, LK and her husband and Archie, Henry and Baxter GG's sons who again helped with moving the wood chippings. Lisa and Dominic Coomber were walking past and also came into help. A couple of bags have been reserved at the back of the playground to top up later in the Autumn when the inspection will be due. The Clerk presented two quotes from Vitaplay one using patent Sutcliffe products and one using wood manufactured in their workshop. Councillors approved the cheaper quote using Vitaplay wood but the Clerk will order the rubber caps which they will fit. The base of the roundabout will be replaced with a Sutcliffe part as the marine ply fitted in 2018 has not lasted. The Clerk has also ordered a log for the jungle bridge direct from Sutcliffe which AK will fit.

13. Village Hall and Emergency Hub

The Clerk and Jon Napper from the Village Hall Committee met with an Emergency Planner from Wiltshire and Swindon Resilience to discuss designating the village hall as an Emergency Hub. The Officer was very happy with the facilities and gave us a pack to use in an Emergency situation. **Action: Clerk to put up posters.**

14. LHFIG Local Highways and Footpath Improvement Group

LK reported that the LHFIG Group was moving very slowly. She had requested Steve Hind to contact the Legal department regarding the agreement with Ramsbury Estates 6 months ago and this has not been done. Highways department have a large workload but it is hoped this will happen before the next meeting next month. The 20mph speed limit signs on Thicketts Road were discussed by the LHFIG Group but not voted onto the Priority List. This means that they will be dealt with at a later date. There was some discussion about a 30mph limit and concerns about the opening of Lavender Row Plants adding to traffic with people unused to narrow rural roads. LK advised that Aldbourne had achieved their 20mph limit and had contributed £5k to the £20k cost of the signs. GG said that the most problems appeared to be the dog walkers using the open space in Thicketts wood. RB suggested bin stickers reminding people to slow down and the Clerk will investigate costs. **Action: Clerk to remind owner of dog exercise field in Thicketts wood and investigate bin stickers.**

15. Church Field and Church Hedge

The Church has not yet agreed to the water supply with Martin Gibson which would enable his heifers to be kept in the Church Field. Rebecca Spicer has a friend who has sheep. There are three weddings this year and one took place a week ago. MG mowed the grass with a tractor attachment but GG explained that this is not a solution as perennial weeds will develop and destroy the grass. GG and LR to continue to liaise with Church regarding this. LR has been in touch with Turner Landscaping who will look at the box/yew hedge and trim in the Autumn.

16. Any Other Business

LK has reported the 30mph road sign opposite the Old Forge on the My Wilts app. It was knocked down and although someone has propped it up remains crooked and not fully upright.

Rob Bailey reported that Jamie Pittams has offered to paint and renovate the phone box and Councillors offered their thanks.

Meeting closed at 8.50pm

Dates of Next Meetings

Monday 8 July

Monday 9 September

Monday 11 November

Monday 13 January 2025