

Meeting type:	Bulkington Parish Council		Meeting month:		March
Venue:	Bulkington Village Hall	Date:	20/03/2019	Time:	19:00
Cllrs in Attendance:	Mrs K Lock, Mr I Pendlebery, Mr S Kerslake, Mrs A Powell, Mr J Seed (Wilts CC)				
Public in Attendance	Mrs P Morgan-Elliott				
Apologies:	PCSO Maggie Ledbury, Mr P Bennett				

1.0	To record:	Who
1.1	Changes to the Register of Interests – none	
1.2	Declaration of interest in Agenda items – none	
2.0	To receive reports from Cllr Seed	
	Cllr Seed not present	
3.0	Open Forum	
	<p>Mrs P Morgan-Elliott requested that the storage of items owned by the PC to be stored in the Emergency Store rather than on the farm, so the items can be better protected against theft and vermin.</p> <ul style="list-style-type: none"> <li>Penny to provide a list of assets and pictures so we can work out if we have room in the store.</li> <li>Cllr Pendlebery to check space available.</li> <li>Cllr Pendlebery to approach Emergency Planning Committee for approval for storage.</li> </ul>	<p>Mrs Morgan-Elliott</p> <p>Cllr Pendlebery</p> <p>Cllr Pendlebery</p>
4.0	Actions outstanding from previous meeting(s)	
4.1	Agenda item to be added to future meeting when Bonfire Night planning commences	CLOSED See agenda item
6.1	Notices for the Clerk and Councillor vacancies have been posted. Applications for the Clerk's post have been received	CLOSED See agenda item
9.2	Cllrs will meet on Sat 2 March at 9.15 am to review the Parish footpaths, including stiles	Ongoing
12.1	Cllr Bennett has not received the current list of assets from the former Clerk, Dee Clark, and the PC will need to produce a new Asset Register once the new Clerk is in place	CLOSED See agenda item
14.1	Cllr Mrs Lock asked if Cllr Pendlebery can request access to a hand-held speed camera for the village. This should also be brought to the attention of PCSO Maggie Ledbury	Cllr Pendlebery - Ongoing
15.1	Cllr Bennett has sorted out Dee's P45 and this should come through in March	Cllr Bennett - Ongoing
15.2	Cllrs with signatory access to progress the online banking options with Lloyds once the new Clerk is in post	Cllr Bennett/Cllr Lock - Ongoing
15.3	Cllrs with signatory access to progress the removal of Mrs A Read following her resignation once the new Clerk is in post	Cllr Bennett/Cllr Lock - Ongoing
17.2	Complaints policy still to be written	Cllr Lock - Ongoing

	The letter to farmers has not gone out yet as we still need details of one landowner, Cllr Bennett to send the latest copy of the letter to Cllr Pendlebery, who will talk to the Breaches about the required details	Cllrs Bennett/ Pendlebery - CLOSED See agenda item
5.0	Approval of minutes from previous meeting	
	Complete	
6.0	Matters arising	
6.1	Matters arising are dealt with under full agenda items below	
6.2	Ditch Management: An email from the occupants of 20 High Street raising concerns about the management of the ditch on their neighbour's land 20a High Street has been received. After discussion, Cllr Kerslake agreed to investigate and report back.	Cllr Kerslake - CLOSED See agenda item
6.3	Parish Clerk vacancy: Cllr Bennett has received 2 applications and is looking to conduct interviews in early March	CLOSED See agenda item
6.4	Councillor vacancies: we cannot co-opt any new councillors until 7 March at the earliest	CLOSED See agenda item
6.5	Bonfire night debris: this will be discussed at the March meeting. The Elliotts will not be able to clear the existing bonfire ash as their digger is broken, Cllr Kerslake will survey the site to see if we can clear this ourselves	CLOSED See agenda item
6.6	Emergency equipment: villagers were unable to access the new snow shovels when it snowed earlier this year, this issue may be resolved once the storage shed is up and running	CLOSED
7.0	Ditch Management	
7.1	Cllrs Kerslake reported back that the ditch at 20a after a visit was clear of debris and unfortunately the issue is more around the different heights of the joining ditch with 20. The actual problem resides with the land owner of the ditch who owns the grazing paddock adjacent to the ditch. No further action to be taken by the Parish Council	CLOSED
7.2	Correspondence from Eden Speller to be picked up by Cllr Kerslake to speak to Wessex Water	Cllr Kerslake
8.0	Parish Council Vacancies	
8.1	Cllrs Lock confirmed the selection of a suitable candidate for the position of the Clerk. Cllr Pendlebery will make contact with the candidate on Friday 22 <sup>nd</sup> March and report back if position has been accepted.	Cllr Pendlebery
8.2	Ongoing encouragement of villagers to join the Parish Council but with no further progression to date. All Cllrs to continue to encourage villagers to join.	All
9.0	Bonfire Night Fire Scar	
9.1	Cllrs Kerslake reported back that the Breaches have been unable to clear the fire scare in the playing field. Cllr Pendlebery to investigate alternative solutions.	Cllr Pendlebery
10.0	Parish Council email addresses	

10.1	Cllr Powell passed on Cllr Lock's contact number to Mr Powell to reach out to Cllr Lock to resolve their issue.	Cllr Powell - CLOSED
11.0	Playing Field	
11.1	As agreed previously Cllr Powell has put forward a proposal for the improvements to the playing field agreed from the profits of the previous year's bonfire events. Proposal of 3 pieces of adult gym equipment generated a healthy debate on if it was the right use of money. Final agreement was reached that Cllr Powell would put together a notice of intent with details of costs estimated as required when spend is over £2000. The notice will be published on the Bulkington Website and the Notice Board, the notice of intent will include a deadline date to provide objection so suppliers can be informed of potential timescales. The notice before being made public will be sent to all Cllr's for comment.	Cllr Mrs Powell - Ongoing
11.2	Repair work to the perimeter fence to be progressed after no action was taken in 2018. Cllr Kerslake to progress obtaining quotes for the whole project. Removal of existing broken fence and hedgerow (brambles) and install a new suitable fence.	Cllr Kerslake
12.0	Rights of Way	
12.1	Cllrs will walk the footpaths on Saturday 2 March	CLOSED
12.1	The 2 extra dog bins are expected to be in place within 2 weeks. Cllr Bennett is also looking into getting signs about dog mess.	Cllr Bennett - CLOSED
12.3	Cllr Kerslake agreed to order and put up suitable signage to inform the public that dog poo bags can be put in normal waste bins and that dog owners should be picking up after their dogs.	Cllr Kerslake
12.4	Letters to the farmers: Address for the Howards to be found, Mrs Morgan-Elliott kindly offered to find a means of contacting them	Mrs Morgan-Elliott
12.5	Letters to the farmers: Once contact method has been reached Cllr Pendlebery will address the contents of the letter face to face to ensure the content is appropriate.	Cllr Pendlebery
13.0	Defibrillator	
13.1	There was a query regarding the external on/off switch. Cllr Kerslake will investigate. Cllr Kerslake confirmed the external on/off switch was not secure.	Cllr Kerslake - Ongoing
13.2	Cllr Bennett will check whether the defibrillator is covered by our insurance	Cllr Bennett - Ongoing
13.3	Cllr Pendlebery will conduct the weekly /monthly checks with Cllr Bennett as deputy. Cllr Bennett will also talk to Seend PC to check their process	Cllr Bennett CLOSED
13.4	Cllr Pendlebery will share the access code with Cllr Bennett and Tim and Sam Taylor.	Cllr Pendlebery

14.0	Emergency Disaster Storage Facility	
14.1	Request for 4 2-way radios to be purchased for the emergency committee was agreed to be purchased, Cllr Pendlebery to report back to Committee they have agreement	Cllr Pendlebery
15.0	War Memorial	
15.1	Cllr Pendlebery has sent pictures of the war memorial to Andrew from Warmemorials.org and asked for advise, Andrew has advised there may be some funding available to help us maintain the war memorial, it doesn't matter that only part of it is listed. They are not keen to re-site it as there were good reasons in the past for placing it in its current location.	Cllr Pendlebery - CLOSED
15.2	Cllr Pendlebery confirmed only 3 options; <ul style="list-style-type: none"> <li>• Remove Tree</li> <li>• Underpin</li> <li>• Repoint – Quote obtained from Chris Rendell for £900.</li> </ul> Cllr Lock wanted to investigate alternative quotes and will proceed with contact this week to see if this is achievable, otherwise agreement was reached that Cllr Pendlebery should go ahead with quote already provided.	Cllr Lock/Cllr Pendlebery
16.0	CATG	
16.1	Nothing noted for the minutes	
17.0	Finance	
17.1	Cheques issued for the outstanding invoices for hedge cutting in the playing field and The Well	
18.0	Parish Steward	
18.1	Jobs for the Parish Steward: Cllr Bennett to inform the Steward on his next visit. <ul style="list-style-type: none"> <li>• Pot hole outside The Well</li> <li>• Kerbs to be weed sprayed</li> <li>• Moss on the pavement by The Close</li> <li>• Overhanging bushes</li> </ul>	Cllr Bennett
19.0	Governance	
19.1	No issues raised	
20.0	Date of Next Meeting	
20.1	Wednesday 17 <sup>th</sup> April 2019 – Bulkington Village Hall @ 19:00	