

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

DRAFT

Minutes of the Meeting of the Parish Council
held in the Village Hall at 7.30pm
15 July 2015

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, Mrs C Crawford, R G Elliott, C Ogilvie and Mrs A Read

Cllr J Seed – Wiltshire Council

1 member of the public and the 2 candidates for Co-option

Clerk Mrs F A Price in attendance

The Meeting started at 7.30 with

OPEN FORUM

The Chairman first outlined procedures, especially filling vacancies by Co-option, and invited all members of the public to use the Open Forum to voice concerns and raise issues affecting individuals or the village as a whole.

- Cllr Seed then spoke
- Motorsports – he is still working with RAF Keevil on the question of restoring “track days” on the airfield, but there is no decision yet. Track days were allowed until the new runway started being talked about, and when Cllr Mrs Oliphant met Squadron Leader Brown (i/c Keevil and Brize Norton) he was keen to get in touch with nearby villages – he promised to come to Bulkington's Fête – and said he would like to see “track days” again, perhaps once a month.
However, Keevil is getting a lot of requests to use Keevil for Army training, and Cllr Seed said this might clash with the track days. Keevil PC has raised no objections, and Planning Permission would not be required for 14 days a year.
- Cllr Seed asked about the recent consultation on sites for house-building - the Chairman said there was a 48% response to the PC's enquiry.
- Changes in Policing mean that many more officers are available, but only at PCSO level,
and in future it may not be possible to attend PC Mtgs regularly.

The Chairman went on to the Agenda:

1. **Apologies for Absence:** Received and accepted from PCSO Wilson – Chairman has her report.
2. **Declarations of Interest :** Cllrs Mrs Oliphant for Playing Field; Mrs Read for Village Hall;
Mrs Crawford for Housing.

3. Resignations and Co-option of new Councillors:

Cllr Mrs J Flynn resigned in May; Cllr RG Elliott submitted his resignation at this Meeting.

The PC accepted his resignation, noting that he had been a Councillor since the beginning of

Bulkington Parish Council 20 years ago, twice serving as Chairman, and he then left the room.

The vacancies were announced and no request for an Election was received within the set period, so the Parish Council proceeded to Co-opt Cllrs to serve until the next Council

Elections.

That Oliver Coles be co-opted to serve as a member of Bulkington Parish Council:

Proposed: Chairman Cllr Mrs Oliphant
Barratt

Seconded: Cllr S

All in Favour

-2-

3. Resignations and Co-option of new Councillors: contd

That Glen Elliott be co-opted to serve as a member of Bulkington Parish Council:

Proposed: Chairman Cllr Mrs Oliphant
Ogilvie

Seconded: Cllr C

All in

Favour

The Clerk to inform Wiltshire Council of the changes, Clerk and Chairman to arrange alterations to the list of Signatories with Lloyds Bank.

4. Minutes of Meetings on 11 May – Annual Parish Meeting and Annual Meeting of the Council:

[a] Annual Parish Meeting: accepted as true record

[b] Annual meeting of the Parish Council: accepted as true record,

both sets of Minutes signed by Chairman

5. Reports, Correspondence:

- ☒ Pensions Regulator insists that the PC set up a Pension Scheme and enrol all employees in it.

Clerk suggests writing to say the PC has only one, part-time employee, has no Pension Scheme and does not foresee any change in this situation.

Chairman to sign the letter.

- ☒ Police Report: 1 crime in Bulkington – attempted break-in in High Street last Monday;

be careful, *always lock up* – this is second attempt in last few months.

The Chairman suggested alerting Neighbourhood Watch, and Cllr Ogilvie remarked that the Police have set up a reporting/warning system but nothing seems to come through.

Keevil 4 electric fences stolen – Police advise making any such equipment *unfit for resale* if at all possible.

- ☒ Footpaths – many concerns about blocked paths, broken stiles, lack of clear signs etc., landowners should keep an eye on the paths on their land, and use can be made of the app from the Ramblers Association which offers help in getting all footpaths clearly mapped – volunteers can then check, report problems and then organise action.

All the footpaths in Bulkington could be put on the website and perhaps downloaded.

Cllr Ogilvie wondered how many footpaths there are, including those that go out of Bulkington to Keevil or Seend.

The Chairman has had some complaints about the lack of Footpath Signs, but also interest in making “guides” to circular walks, on the lines of those in the Life in Devizes monthly booklets.

After some discussion of methods it was decided to involve Cllrs first, then invite other villagers to take part.

Cllr Mrs Oliphant suggested making the walks interesting with things to pick up or

“tick off”, but warned that it was unlikely that more than 1 walk guide could be published.

Cllrs Ogilvie, Elliott and Mrs Crawford will look into making guides and signs -

Cllr Mrs Crawford stressed the importance of making clear that the PC is *not* anti-dog.

☒ PIGS grants for path improvements require match-funding, and usually want to replace stiles with “kissing gates”, which can be left open and in any case are *not* stock-proof.

Cllr Elliott volunteered to put in a new stile between 2 of his fields.

- ◆ Dog -mess – the Chairman said there are a couple of “repeat offenders”, and generally dog-owners still demand more bins – but who is to pay ? and empty these new bins?? The PC can encourage use of those bins that do exist – could leaflets be used as signs

-
from the floor - there are definite favourite spots eg on verges along Mill Lane
Cllr Ogilvie suggested that where a culprit is seen he/she should be “named & shamed” - and perhaps the mess marked in some way? luminous spray??

The Chairman suggested poo-bag dispensers (as in Melksham) in particularly bad spots – she will investigate grant possibilities.

Cllrs Coles and Elliott will put posters on stiles on their land.

-3-

5. Reports continued:

- ◆ Housing Needs Survey – Chairman put out questionnaire and got a good response, but she feels it is unlikely to cover the whole situation. She feels a check on the *whole* population is needed, adding that no nearby villages have done surveys.

Cllr Mrs Crawford said that just building the 2 “affordable units” requested is not practicable –

any developer would want to put up 6-8 others.

She said the whole question needs to be looked at more widely.

Cllr Ogilvie commented that there had been negligible advance – what if a developer were to come forward?.

The Chairman will circulate the survey and the replies

6. Section 137 Local Government Act 1972:

The PCC has requested a Grant towards Churchyard upkeep costs, as in previous years.

The usual amount is £120.

For the benefit of the new Cllrs, the Clerk outlined the history of this Grant, and the feeling that as the Churchyard is the first thing seen on entering the village from the Keevil direction it is in the general interest to keep it looking well-kept. She added that if the Churchyard were to be closed it would become the sole responsibility of the Parish Council.

Cllr Ogilvie queried the PCC's need for help – it sends money out of the village, to the Diocese.

Cllr Mrs Oliphant said that donors do not seem to feel this is a problem.

That a grant of £120 be paid to the PCC as a contribution towards Churchyard upkeep costs

Proposed: Cllr Ogilvie

Seconded: Cllr Elliott

In favour : 6

Against : 1

7. Finance:

The Clerk reported that the Accounts for 2014-15 are now complete and approved by the External Auditors without any query or comment.

A minor mistake in the (separate) claim for repayment of VAT was spotted by the Internal Auditor: the Clerk contacted HMRC and was told simply to deduct the over-claim – it is only £15 – from the next request for repayment, probably next April.

Cheque signatories – 2 new signatories are needed to replace Mr RG Elliott and Mrs Flynn.

Cllr Coles and Cllr Barratt volunteered to join the list; the Chairman will organise the changes with the Bank.

The Clerk reported on Progress against Budget – no overspends yet, and a saving of £126 on Insurance, which now enters a new 3-year agreement.

Clerk to show the Chairman a copy of the Insurance documents.

Village Hall hire is at a new rate - £9 an evening – and the budget is £90, for 6 PC Meetings and a possible 4 extra Planning Meetings.

Nb cheque 116 for last year's VH Rent, signed at the March Meeting, apparently lost – after 6 months it will no longer be valid, so the PC will replace it at the September Mtg.

Clerk's Report for this Meeting:

Received since last Meeting:		
Date	From	£
22 May 15	VH Cttee – reimbursement damp-proofing ex-VAT	1,670.00
3 Jun 15	HMRC – reclaimed VAT [nb £15 to be deducted from next claim]	251.40
9 Jun 15	Lloyds Bank – Interest on Deposit A/c	0.32
9 Jul 15	Lloyds Bank – Interest on Deposit A/c	0.33

-4-

7. Finance, continued

Paid since last Meeting				
Date	Payee	Amount £	[inc VAT]	cheque
20 May 15	Mrs M A Kimber – Internal Audit	30.00	-	127
28 May 15	Lifecote Wessex –VH damp-proofing	2,004.00	[334.00]	128

Authorised at this Meeting				
Date	Payee	Amount £	[inc VAT]	cheque
13 Jul 15	Christ Church Bulkington PCC (S.137)	120.00	-	129
	Community First – 2015-16 subscription	36.00	-	130

[Estimated] Bank Balances after these payments:

Treasurer's [Current]	2721 3368	£300.59
Bus Bank Instant [Deposit]	2721 4460	£9,962.52

The PC then Reviewed and Accepted its **Financial Regulations and Risk Assessment**

as explained by the Clerk, and agreed to keep Mrs Kimber as **Internal Auditor**.

8. William Breach Centenary Playing Field:

Cllr Mrs Oliphant reported – PF Cttee has over £3K in the Bank, but is so short of members

that it cannot run the usual Fireworks display this November.

Further, she feels that the PC Chairman is not an appropriate Chair of the PF Cttee, so someone must be found to do this, as well as more members in general.

Cllr Mrs Crawford said the Cttee was set up to raise funds for equipment etc - this has been accomplished so perhaps a new Cttee could be recruited, specifically to run the Fireworks and any other fund-raising activities.

She is willing to continue on the Cttee, and suggested recruiting new members at the Fête and

advertising - on the website and posters on noticeboards.

Cllrs Coles and Elliott declared willingness to help.

- Vandalism – panes of glass in the phonebox have been broken - by throwing stones. One of the children involved [A] owned up and his parents made him write a letter of apology and volunteer to pick up litter etc. He named two others, but their guilt cannot be proved, and both sets of parents stoutly deny their children were involved. Child A's father says this *must* be nipped in the bud, and the Police advise that a Cttee member should speak to the parents – and warn that any further damage will mean that the Police will get involved.

Cllr Elliott suggested replacing the glass with unbreakable perspex or the like – but the PC felt this might be expensive.

The “spyglass” has also been damaged – possibly by another child, also said to be a bully. Cllr Mrs Oliphant suggested a notice on the gate to make clear that

bullying is not allowed on the Field.

- Fête – as a dog show is included, entrants will be offered “poo bags” on arrival, and all dogs must be kept on a lead. Notice on gate to say dogs allowed on Field for ONE DAY ONLY.
- Volunteers needed for clear-up afterwards.
- Fête will include Cake and Photograph competitions.

1. Planning: No Application or Wiltshire Council decisions.

-5-

10. Any Other Business:

- ◆ Cllr Ogilvie reported complaints about noise from the fan which is extracting remaining damp from under the Village Hall floor – it can be turned off for the duration of a meeting.
- ◆ Cllr Coles asked about an extra PF grasscutting for the Fête and volunteered if needed to collect and dispose of any dead grass – Cllr Ogilvie will contact the usually very obliging Contractor.

There being no other business requiring discussion,
the Chairman closed the Meeting at 9.35pm

Next Meeting 16 September