

**DRAFT** Minutes of the **ANNUAL PARISH** meeting of Staverton Parish Council held on Monday 15 May 2017 at 6.30 pm at Staverton Village Hall.

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The meeting started at 6.35 pm.

**97. PRESENT:** Chair Simon Richardson, Vice Chair Mark Frati, Cllr Paul Nye, Cllr Andy Borresen, Cllr Nick Woodall, Cllr Ray Symonds, Cllr Kevin Lamb and Parish Clerk June Jones

Attending: Wiltshire Cllr Trevor Carbin, PCSO Andrew MacLachlan, Rev John Rees, resident John Corfield

**98. APOLOGIES:** No apologies were received.

**99. MINUTES OF THE LAST ANNUAL PARISH MEETING held on 16<sup>th</sup> May 2016.** Chair Simon Richardson proposed and Vice Chair Mark Frati seconded that these minutes were held to be a true record of the above meeting. Motion carried. Cllr Paul Nye did not attend this meeting.

### **1. POLICE MATTERS – Report by PCSO Andrew MacLachlan**

PCSO MacLachlan reported a spate of non dwelling burglaries in the Old Bear public house area. There have been recurring issues of noise late at night on the sports field. He attended and took names. A car was reported doing “wheelies” on the field. Motor cyclists have been reported on the canal towpath causing anti social behaviour. One motor cyclist has been apprehended. Graffiti has been reported on a substation on the Hilperton side of the canal. He advised everyone to report incidents immediately so that action can be taken. However new policing rotas mean fewer police are available attend.

### **2. THE CHAIR’S ANNUAL REPORT**

Firstly I would like to thank the members of the council for standing for re-election. It has been an honour to be the chair of this parish council for the past year and I will be standing for re-election this year. Here's to another four years working together for the best of our village and its residents. It's always a shame to lose a member of the council and this year we saw the resignation of Russell Clarke.

We've had a good year, completed a number of projects, such as the field perimeter fence being replaced, along with the kissing gates being installed and the play park Big Lottery Fund grant.

This year, hopefully we will see the village hall kitchen extended and a patio area to the side of the hall being built.

Lastly, I'd like to thank June for all the hard work she has put in as our Parish Clerk over the last year.

### **3. FINANCIAL OFFICER’S REPORT – June Jones, Parish Clerk**

This financial year 2016/17 has been a good one for grants as the Parish Council received **£400** from Cereal Partners towards the cleaning of the Hard Court surface and a welcome **£9,995** from the Big Lottery Fund towards new equipment for the School Lane play area.

**Play Area, School Lane:** At a time of cutbacks where play areas are being sold off across the country, this playground has been a huge success story for Staverton. It has benefitted from grants and goods from Wiltshire Council Playbuilder Fund, the Big Lottery Fund, the Superior Community Fund and Palmer Garden Centre. The Parish Council will have contributed nearly **£3,000** in 2017 alone, in non-refundable VAT payments on the Big Lottery Grant and repairs to the existing equipment. The total spent over the last 6 years is over **£40,000** and it is now hoped that the new equipment will provide many more years of use and enjoyment for our children.

**Hard Court:** In 2016 it was decided to disband the Tennis Club due to falling membership and permanently open the court to all users. With this in mind **£2,603** was spent on strengthening each end of the court fencing so that multi sports could be played there. Work finished earlier this year.

**Sports Ground:** Hire of the sports ground raised **£1,134** mainly from our local Staverton Rangers football teams. Staverton Rangers were granted funding from the British Heart Foundation to purchase a heart defibrillator and the Parish Council was pleased to contribute **£590** for a cabinet to house the defibrillator which is situated at the front of the village hall. **£424** from the Superior Community Fund was spent on a noticeboard to publicise field events.

**Village Hall:** Plans are underway to remodel the kitchen by removing the wall adjacent to a store room to allow for more kitchen units and a cooker. It is also planned to remove the existing window and replace it with a hatchway so that food can be easily passed outside. To facilitate this, a small patio area will be installed beside the window and this can be used by ground visitors as a picnic area. Quotations are being sought and it is hoped to apply for a grant towards this improvement. Hiring of the hall brought an income of **£2,988** and running costs totalled **£2,660** leaving a small profit of **£328**. Our grateful thanks goes to Jo Middleton Landlady of the Old Bear Pub for her help with the bookings. The hire rate is £10 per hour plus VAT with discounts for regular hirers.

**Precept:** The total Precept levy for 2016/17 was **£22,242** which was a reduction from the previous year of **£23**. The Parish Council continues to hold its levy at the same rate and will do the same for 2017/18. Total income was **£56,184** and total expenditure was **£42,109** leaving an overall movement in funds of **£14,075**. It should be noted that the income included **£9,995** grant from the Big Lottery for the play area in March will be used in 2017/18 Accounts. The opening balance for the year was **£33,922** and the closing balance was **£47,998**. The total reserves in bank accounts of **£47,998** includes a transfer of **£10,203** from a Julian Hodge Bank Investment Deposit to a current account and an unspent **£9,995** Big Lottery Grant, this leaves a smaller but healthy reserve of **£27,800**. At present the only planned capital expenditure project for 2017/18 is improvements to the kitchen in the village hall.

**Assets Register:** The total assets including the village hall, hard court, play area equipment and **£65,000** invested with Julian Hodge Bank totalled **£263,109**.

#### **Sports Ground Maintenance Fund**

This fund was set up to independently pay for the management of the sports ground. However investment returns are at an all-time low and the loss for this year is - **£1,007**. This was despite a **£1,088** cash injection by Staverton Primary School and **£2,167** by Staverton Parish Council. Total reserves including investments stand at **£77,280.70**. Income for 2016/17 was **£4,684** and expenditure was **£8,826**. This includes **£5,190** for maintenance and the cost of final stage of the capital expenditure programme to replace and repair all perimeter fencing and gates of **£3,135**.

The 10 year Management Agreement for the maintenance of the playing field expired in December 2016 and a new agreement will be drawn up in 2017.

#### **4. UNITARY COUNCILLOR REPORT – Cllr Trevor Carbin**

**Elections:** Not much change at County Hall. The Conservatives are slightly up and all the other groups are slightly down.

**Air quality measurement:** The result from the air monitoring tube put up on the B3105 near Nestle was 32.6 µg/m<sup>3</sup> (micrograms per cubic metre) of Nitrogen Dioxide (NO<sub>2</sub>). The level at which the legal limit is set is 40 µg/m<sup>3</sup>.

**River Bridge:** The Government has given Wiltshire some money to improve its roads. The National Productivity Investment Fund (NPIF) was announced in the Autumn Statement of November 2016, and Wiltshire's share in the next financial year is £2.9million. One of the schemes identified is to spend £50,000 on improving the traffic signals at Staverton Bridge. Design work will be carried out this year with a view to implementing improvements in 2018/19.

**Canal Bridge by the King's Arms Pub:** Following the latest "bridge-bashing" incident, the Canal and River Trust have sent out an engineer to inspect the bridge and they're satisfied there is no need for any immediate action. CRT say they will continue to routinely inspect the structure and monitor its condition.

**HGV traffic:** Last year the B3105 through Staverton was nominated by the Area Board as worthy of investigation to see how much HGV traffic was using it, the effect of that traffic, and what could be done to possibly divert heavy traffic away from the village. County-wide 35 schemes were put forward by Area Boards. Those schemes were analysed to see which were the most worthy of being looked at. The top three were looked at, but Staverton came fourth. This year Staverton has again been put forward by the AB. Last year's near miss means we should be in with a good chance this year!

Marina Drive traffic count was carried out in January. The results were such as not to require any further measures.

**Litterpick.** The next one will be in the autumn and Sunday October 15<sup>th</sup> 2017 is the suggested date.

## **5. COUNCILLORS' AND RESIDENTS FORUM**

**Open day for St Paul's Church cemetery maintenance programme:** Rev. Rees said he was very pleased that approximately 50 people attended the recent open day held on 30<sup>th</sup> April at the village hall. 20 people have expressed an interest in helping to maintain the overgrown churchyard. He will be asking the Church Commissioners for a shed and garden equipment to support a fortnightly rota of volunteers and asked for donations of redundant gardening equipment. He thanked John Corfield and other volunteers for their help with the successful open day.

A pilot Mother and Toddler Group held at the village hall has proved successful with 7 mums and toddlers attending. It is hoped to hold more groups in the summer and September.

## **6. CLOSE OF MEETING**

The meeting closed at 7.35 pm.