

Minutes of the **ANNUAL PARISH** meeting of Staverton Parish Council held on Monday 17 May 2021 at 6.30 pm at Staverton Village Hall.

CHAIR SIMON RICHARDSON READ OUT THE EMERGENCY FIRE DRILL

The meeting started at 6.35 pm.

36. PRESENT: Chair Simon Richardson, Vice Chair Mark Frati, Cllr Kevin Lamb, Cllr Kevin Lamb, Cllr Nick Woodall, Cllr Ray Symonds and Parish Clerk June Jones

Attending: Wiltshire Cllr Trevor Carbin and three members of the public

37. APOLOGIES: No apologies received.

38. MINUTES OF THE LAST APM/AGAM MEETING held on Zoom on 18th May 2020: Cllr Simon Richardson proposed and Cllr Kevin Lamb seconded that the minutes were held to be a true record. The motion was carried unanimously.

39. CHAIR'S ANNUAL REPORT – Chair Simon Richardson

It has been an interesting year, to say the least. With Covid19 taking centre stage in all our lives. I am thankful that it seems that we are coming out of the other side, with cases and deaths getting fewer as each day passes.

I am proud of this communities' response to the pandemic, with the weekly clapping on doorsteps followed by the online quiz and the support group set up and co-ordinated by Cllr Shaw, to help the vulnerable and elderly members of our community.

One major drawback from the lockdowns has been the loss of income from hirers of the village hall, hopefully we will start to get them back again as lockdowns ease, this does mean that once again we will need to be careful with any outlay on projects over the forthcoming year.

At the recent local elections, we had three councillors, who decided to not stand as councillors; Cllr Paul Nye, Cllr Andy Borreson, and Cllr Lindsay Shaw. Cllr Nye had been a member of the Council for at least 14 years and was vice chair for a number of those. I wish to thank them all for their time, commitment to the village / community and for their advice and input at our meetings.

Lastly, I would like to thank all members of the Parish Council for their time and assistance over the last year and in advance for the forthcoming year.

40. FINANCIAL OFFICER'S REPORT – End of Year Accounts – June Jones Parish Clerk

Staverton Parish Council started the financial year in lockdown due to the Covid Virus in April 2020. All income from the hire of the village hall and the field stopped with the temporary closure of community facilities. However, as the Parish Council owns and manages the village hall it was able to successfully apply for a Government grant of £10,000. This has turned out to be a welcome financial windfall as the reserves were already low and there were many expected expenses still to come.

PRECEPT 2021-22

The Finance Committee unanimously agreed that it would be unacceptable in the present circumstances to raise the tax levy for 2021/22 and therefore it would apply the existing tax levy of £37.71 pa to each qualifying household in Staverton to the calculation which would provide a **PRECEPT of £25,645.**

ACCOUNTS 2020-21

The balance of reserves at the beginning of the financial year were £17,068 and ended the year on a healthy £24,590 thanks to the Government grant. Total expenditure for the year was £36,289 and income including the Precept and the Grant was £43,811. Leaving a positive movement in funds of £7,522 over the financial year.

AUDIT 2020/21

The Internal Auditor was satisfied that there were no significant issues identified and has signed off the accounts.

SCRIBE - The purchase of the SCRIBE Accounting package in April 2020 has proved to be very successful as this package provides support specifically for Parish and Town Councils.

STAFF COSTS

The Clerk reduced her hours in September by a further 5 per month.

ASSETS REGISTER

Assets including the village hall and the tennis court are valued at £267,889. The Parish Council and the Primary School donated £5,178 during the last financial year (2/3rds Parish Council and 1/3 Primary School to pay for the maintenance of the sports ground).

JULIAN HODGE BANK

Julian Hodge Bank holds investments for the Parish Council are £65,000, ringfenced and used to maintain the sports ground.

MISCELLANEOUS PURCHASES: We had a few unexpected bills such as repairs to the vandalised village hall pillars: repairs to the vandalised bus shelter: the purchase of two large tables for the village hall to help with social distancing and provide additional facilities: two additional radiators in the village hall: repairs to guttering at the village hall: a mixer tap for the central heating: replacement electrical circuits for the village hall and a dedicated laptop to replace the clerk's own personal laptop.

SUPERIOR COMMUNITY FUND: The Parish Council received a further £1,000 in donations to the community. This is very gratefully received by the Parish Council.

41. WILTSHIRE COUNCILLOR REPORT 2020 - 2021– Cllr Trevor Carbin

The response to the pandemic included setting up the "Wiltshire Wellbeing Hub" for those in need of support and not able to get help from family or the local community. That's still going on 0300 003 4576 or wellbeinghub@wiltshire.gov.uk. It's open Monday to Friday from 9am to 5pm and Saturday from 10am to 4pm.

The council has also been processing the various business grants on behalf of government, with a total of £156million paid out. There's information on current availability on the WC website.

This time last year the impact on the council's budget was expected to be serious, as costs went up and income went down. However, support from government was better than expected, though the council still found it necessary to impose the maximum permitted council tax rise of 5%.

Internally all council meetings switched to virtual, and most officers had to work from home.

The organisation of the Parish, Unitary and PCC elections under Covid regulations and restrictions seems to have gone smoothly, helped by the fact that there were very few contested Parish Council elections across the county. The by-election for Police and Crime Commissioner is set for August 19th.

The Local Plan Review has generated a lot of responses and we should get revised proposals later in the year.

6.45 pm two members of the public arrived.

The two members of the public asked Cllr Trevor Carbin the following questions:

What plans there are for future leisure developments in Trowbridge and Melksham? Also will there be new facilities built if the proposed new housing developments go ahead?

His response was as follows:

Melksham: Construction of the new campus started on 1 March 2021. It will have a gym, pool, sports hall, library, and meeting space. More information at [Information on Melksham Community Campus](#). Nothing imminent for Trowbridge.

From the Plan Review consultation document: Proposed facilities in new developments:

Site 4 North Trowbridge (Staverton)

Land North of Trowbridge, is proposed for a mixed-use development to include the following:

Approximately 500 dwellings to include self and custom build plots, as well as specialist housing.

Land for one Two Form Entry Primary School
Land for one 40 place nursery with space to increase to 60 spaces after 2036
Land for community orchards and allotments
Open space provision to include an area alongside the Kennet and Avon Canal
Walking and cycling links to and from the town centre, nearby settlements including Hilperton, Staverton and Semington and footbridges over the Canal.
Land for a Local Equipped Area for Play (LEAP) and a Multi-use Games Area (MUGA)

Site 5 North East Trowbridge (Hilperton)

Land North East of Trowbridge, is proposed for a mixed-use development to include the following:

Approximately 2,100 dwellings that incorporates a mix of self and custom build plots, as well as specialist housing (delivery of 500 dwellings post-2036).

Local centre

Community Uses

Land for community orchards and allotments

Open space provision to include a Suitable Alternative Green Space (SANG) alongside the Kennet and Avon Canal

Land for one Two Form Entry Primary School

Land for one 100 places nursery

Land for one 8 Form Entry Secondary School

Land for renewable energy provision

Walking and cycling links to and from the town centre, nearby settlements including Hilperton, Staverton and Semington and footbridges over the canal

Land for a Local Equipped Area for Play (LEAP) and Multi-use Games Area (MUGA)

Cllr Mark Frati arrived at 6.50 pm

42. COUNCILLORS' AND RESIDENTS' FORUM

- a. **Balance Pond Off Warren Road** – Concerns were raised that a local resident has reclaimed the area bordering the resident's land and the balance pond for recreation purposes to the detriment of the balance pond's original purpose. This has been reported to Wiltshire Council and there has been no response to date. [Action: Cllr Trevor Carbin to give contact details to the Parish Clerk for a request to be made for a robust enquiry into this.](#)
- b. **Plaque commemorating 100 years of Nestles Factory in Staverton:** The Parish Council was approached by two members of the public who had purchased the plaque and now wanted to know if Staverton Parish Council would like it to go on display. Councillors were shown the plaque and felt it was a fitting way to commemorate close links with Nestles factory and gratitude for donations given to the parish over many years. It will be displayed in the village hall for public display. Chair Simon Richardson proposed and Cllr Jeff Gibson seconded that the plaque be purchased for £25 and the couple selling it be asked to come to a parish council meeting to see it in situ at the Village Hall. The motion was carried unanimously.

43. The meeting closed at 6.55 pm.