

Minutes of the **ANNUAL PARISH** meeting of Staverton Parish Council held on Monday
16 May 2022 at 6.30 pm at Staverton Village Hall.

CHAIR SIMON RICHARDSON READ OUT THE EMERGENCY FIRE DRILL

The meeting started at 6.35 pm.

44. PRESENT: Chair Simon Richardson, Vice Chair Mark Frati, Cllr Claire Braham, Cllr Jeff Gibson, Cllr Kevin Lamb, Cllr Ray Symonds, Cllr Nick Woodall and Parish Clerk June Jones

Attending: Wiltshire Cllr Trevor Carbin, PCSO Maria Badder, Dr Celia Beckett, Chair of the Hilperton Area Action Group and Kevin Perrett, Martyn Webster, Andy Borresen and Diana Monsell, (Residents)

45. APOLOGIES: Primary School Headteacher Mr Ed Powe

46. POLICE MATTERS – PCSO Maria Badder

PCSO Badder was welcomed to the meeting and she was pleased to notify the council that crime was down in Staverton even though there were still reports of anti-social behaviour on the playing field due to youths under the influence of alcohol. There has been a few road traffic offences and people have been caught fishing with nets in the canal which is illegal. Residents should report any incidences of this to the police.

She handed out several leaflets on crime prevention to distribute in the community.

47. COUNCILLORS AND RESIDENTS' FORUM

a. **MUGA Project for the Staverton Playing Field:** Unfortunately Mr Powe was unable to attend but invited members of the Parish Council to visit the school.

b. **Save Our Countryside Campaign:** Dr Bennet said that she had spoken to Robert Rossiter The Sustainable Transport Officer in Swindon of her concerns regarding the extra strain the additional housing will put on local roads. She was also very concerned at reports that another development of housing, as yet unpublicized, is likely to add and feed into the additional traffic expected through Staverton and Hilperton. She was encouraged by the letter of support received from MP Michelle Donelan and she asked that the Parish Council submit a Traffic Survey Request Form to back up claims of increased transport travelling through the two villages. Councillors agreed that the Save Our Countryside flyer should be included in the Staverton Newsletter.

c. **Jubilee Fete – Sunday 19th June 2022** – Mr Andy Borresen who has been organizing the fete to celebrate the Platinum Jubilee of Queen Elizabeth II, who has given 70 years' of dedicate service, reported that many organisations were unable to attend due to Covid 19 illness causing staff shortages. There will be a bouncy castle, live music, several stalls and refreshments in the village hall. The fete will be free to all and open between 12 noon and 4 pm.

d. **Request to cut hedge of playing field by footpath connecting Cygnet Way with School Lane.** Chair Simon Richardson explained that the farmer who usually maintains the hedge has been notified but it won't be cut until the autumn when nesting is finished. **Action:** [Cllr Nick Woodall to ask the Parish Steward to look at this.](#)

48. CHAIR'S ANNUAL REPORT – Chair Simon Richardson

"This past year has certainly been less eventful than the last couple of years.

We celebrate this year, our Queen's Platinum Jubilee, with a fete on the playing field on Sunday 19 June.

We are pleased to have been able to help Emmaus School with them hiring the hall as a classroom for this school year, as their buildings weren't able to accommodate a child with accessibility issues. Hopefully they will be able to start their building extension soon, so will be able to accommodate him in the future. We stand by to help for the next school year, if requested. Last year we were approached by Trowbridge Cricket club, who were looking to invest in the playing field and add several Cricket squares. Unfortunately, it wasn't financially viable to go ahead with it.

Along with Staverton School we are looking at building a full size MUGA on the playing field, but this is a long-term plan at the moment. I would like to thank the Parish Clerk for all her hard work over the last year, it is greatly appreciated."

49. FINANCIAL OFFICER'S REPORT – and End of Year Accounts 2021-22 – Parish Clerk June Jones

"The last year was financially challenging for Staverton Parish Council. All receipts from hiring the Playing Field and the Village Hall were reduced due to Covid 19 restrictions. However hiring has now picked up and income for hall hires for 2021-22 was £2,533 (hall running costs were £4,219 showing a **loss of £1,686**) and playing field hires were £3,626 (the Parish Council top up contribution towards the fund for maintaining the field was £3,490).

PRECEPT 2022-23

The reduction in the number of residents in Staverton paying Council Tax, has reduced the income from the Precept for the 4th year running so after careful discussion the Finance Committee proposed an increased 3% tax levy. This increased the levy from £37.71 to £38.84 per annum per household. An increase of £1.13 per household per annum. In view of rising overheads, it was unanimously agreed to submit a **Precept of £26,388 for 2022-23**.

ACCOUNTS 2021/22

The operating income for 2021/22 was £41,241 and the running costs were £39,465 with a positive movement in funds of £1,775. The bank account reserves at the end of 2021/22 were **£26,365** against **£24,590** for 2020/21. However the village hall and the play area in School Lane are both in need of investment and repairs and this has been factored in for 2022/23. Petty cash was £226 at year end.

AUDIT 2021/22

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

STAFF COSTS

The Clerk reduced her hours once again in September saving the Parish Council £723 per annum.

ASSETS REGISTER

Assets including the village hall and the tennis court are valued at £268,089. The Parish Council and the Primary School donated £5,320 during the last financial year (2/3rds Parish Council and 1/3 Primary School to pay for the maintenance of the sports ground).

MAINTENANCE FUND AND JULIAN HODGE BANK

Julian Hodge Bank investments for the Parish Council are £65,000, ringfenced and used to maintain the playing field. Reserves for the maintenance of the playing field are £7,174.

MISCELLANEOUS PURCHASES: The Parish Council spent £1,265 on repairing the disabled swing at the play area in School Lane (This included a grant of £575 from BoA Area Board). We replaced the old rusty waste bin at Meadow Court Retail Area for £391 and installed a larger bin at the playing field entrance from Marina Drive to accommodate all the dog waste for £175. A vacuum cleaner was purchased for the village hall for £123 and £75 was spent on repairing a leak from one of the toilets there. Unfortunately the existing radiators in the village hall were not working properly so they were replumbed in at a cost of £665 including the annual service. An additional fire alarm check was also required at a cost of £82. Replacement defibrillator pads were purchased at a cost of £75. £60 was spent on training for two new councillors.

SUPERIOR COMMUNITY FUND: The Parish Council received a further £1,000 in donations to be spent in the community from Superior who print our Newsletter. Superior has supported Staverton Community for several years and this fund has provided financial backing for many projects. The Parish Council joins the community in thanking Superior for its generosity."

50. WILTSHIRE COUNCILLOR – Report for 2022-23 by Cllr Trevor Carbin

“Planning: *Wiltshire Council still hasn't recovered the five year land supply, which is making it difficult to resist speculative applications from developers. The Local Plan Review is still in process, with an update expected later this year.*

Area Boards: *There are some changes to the rules about grants, with a reduction in the amount of funding available. Whilst there is more money for local transport and highways schemes, Area Boards are also being asked to fund items which previously came from central budgets.*

Finance. *Council Tax was increased by the maximum permissible. The Government has been generous during Covid, but it's likely to be back to usual from now on, ie fairly tight budgets.*

Old Vicarage. *The application is still in process, with consultation on the revised plans open until May 25*

Other items:

There's been a request from a resident for some more 'rewilding', possibly on the Public Open Space by the little play area at the top of Thestfield Drive. I'm having difficulty getting a response from Streetscene on this and other matters.

Provisional date for autumn litter pick is Sunday October 16.

Resurfacing of the car park at the far end of Marina Drive has finally been done.!”

Request for Bus Shelter at Thestfield Drive Roundabout: There has been a request from some residents to install a bus shelter at the stop at Thestfield Drive Roundabout as residents have been getting very wet waiting for the bus. Wiltshire Council have said that a “match funded” grant would be available if supported by the Parish Council. However the Parish Council would have to find approximately £2,000 towards installing it and it would be liable for future maintenance. The Parish Council was sympathetic to this request but approximately £2,000 has to be found to replace the torn floor covering in the village hall, the swings at the School Lane play area need repairs of £300 and energy costs at the village hall are increasing sharply. It was felt that now was not a good time to run down the reserves in view of the expected bills and uncertain future expenses. **Action:** *It was unanimously decided to discuss this again in a year's time.*

Official Parish Council Documents – Diversity

It was unanimously agreed that to reflect the diversity of Staverton Parish Councillors, letter headed and other documents with lists of Parish Councillors should be in alphabetical order to give equal status to both male and female Councillors rather than by length of service.

51. CLOSE OF MEETING - The meeting closed at 7.35 pm.