

Minutes of the meeting of Staverton Parish Council held on Monday  
16<sup>th</sup> January 2023 at 7.00 pm.

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The meeting commenced at 7.00 pm.

**Chair Mark Frati read out the Emergency Fire Safety Drill for the village hall.**

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

Attending: Wiltshire Councillor Trevor Carbin, Mrs Celia Beckett for Hilperton & Staverton Conservation Working Group, and Residents: Val Chambers, Brad Cove, Michelle Smithers, Mike Wise, Richard Blueitt and Andy Borresen.

**81. APOLOGIES:** None

**82. MINUTES OF THE LAST MEETING HELD ON 14 November 2022.**

The minutes were held to be a true record.

**MR PAUL NYE**

It is with great sadness that we report the death of Mr Paul Nye of School Lane Close. Paul served as a Councillor at Staverton Parish Council for 17 years and served as Vice Chair until 2016. He was a well-known, liked and respected local businessman in Staverton who lived here for many years. He had a particular interest in its history and managed to raise £22,000 from Persimmon Homes to build the Tennis Court on the Sports Ground. He also fought hard to get a bypass for Staverton and was very disappointed when it was cancelled. He will be remembered for his dedication to the Parish Council and his much-loved village of Staverton. Our thoughts and condolences are with his wife Judy and his family.

**83. HILPERTON AND STAVERTON CONSERVATION WORKING GROUP – Dr Celia Beckett**

Dr Beckett said that there had been 200 objections to the application to build homes on the Devizes Road. She has been unable to find out what has been happening with the application to build homes in Staverton and Hilperton due to confidentiality clauses. She requested that a Councillor send in a question for Cabinet before the meeting on 31<sup>st</sup> January at 10 am. If possible she would like a Councillor to also attend the meeting. She circulated a draft question as an example. It was acknowledged that the recent flooding in and around Staverton which caused the road to close for several days is proof that this is not a suitable area for large increases in a housing development which builds on a flood plain.

**84. PARISH COUNCIL VACANCY – Applicant Mr Richard Blueitt**

Mr Blueitt was welcomed to the meeting and Councillors acknowledged receiving details of Mr Blueitt's application. Chair Mark Frati proposed and Cllr Simon Richardson seconded that Mr Blueitt be co-opted onto Staverton Parish Council. The proposal was unanimously accepted. Mr Blueitt was instrumental in setting up the Superior Community Fund with his printing company until he retired recently. He also subsidized the magazine to enable a glossy-coloured copy to be produced. The fund has benefitted the whole Staverton community for many years. He has also been a keen litter picker and maintains neglected verges near his home. Everyone agreed he will be an asset to the Parish Council.

Mr Blueitt signed the Declaration of Acceptance which was countersigned by the Parish Clerk.  
Register of Interests: Mr Blueitt was told that he had to register with Wiltshire Council within 28 days of his co-option or he would be disqualified.

## 85. WILTSHIRE COUNCILLOR – Trevor Carbin

**Robin's Nest** (opposite Cereal Partners on B3105). Following complaints that the occupier was running a business from the premises it was noted that the enforcement officer visited last year. His verdict was that: *"I found no evidence of any extension or outbuilding that does not benefit from planning permission without the need for a planning application by virtue of Permitted Development rights or that is not lawful over the passage of time."*

**The Old Vicarage.** Planning application to be decided Wednesday. Parish council representatives get four minutes to speak at the meeting. There will be a site meeting for members of the committee beforehand.

**Council Tax.** WC increase will be 5%. Police precept will go up by £15 (Band D)

**B3106 (Holt Lane)** scheduled for closure for resurfacing Jan 24 – 30.

**Pollution monitors** have been installed at Smallbrook and The Old Bear pub.

**Waste.** Clothes and shredded paper are no longer being collected in the kerbside collections but can still be taken to Household Recycling Centres.

## 86. COUNCILLORS AND RESIDENTS MATTERS

**a. Tennis Court:** A complaint has been received that there had been noise and antisocial behaviour in the tennis court. The resident was advised that all antisocial behaviour should be reported to the police. The resident asked that the court be locked and used only for tennis. However the Tennis Club was disbanded several years ago and it was considered too exclusive for the community as a whole so it was turned into a multipurpose court for football and other sports to be enjoyed by all ages. It was pointed out that locking the court did not stop people climbing over the fence during the Covid lockdown to use the court and this behaviour damaged the wire fence. The court is also used by both schools in School Lane throughout the year.

**b. Councillors Duties:** Cllr Claire Braham said she hoping to complete the Emergency Service Plan by the next meeting in March.

**c. Play Area Health and Safety Report:** Cllr Jeff Gibson/Chair Mark Frati to meet and discuss before next meeting March.

**d. Fire Safety Equipment Testing at Village Hall:** Cllr Jeff Gibson/Chair Mark Frati to meet and discuss before next meeting March.

**e. NEWSLETTER:** It was agreed that the revised smaller newsletter is working well.

**f. Water mains and road repairs:** Wiltshire Council will be closing the B3105 between the Avon river bridge and the Old Bear pub for mains and road repairs during the summer school holidays 2023.

## 87. SPORTS GROUND, VILLAGE HALL, PLAY AREA AND GENERAL

**a. Criminal damage to lights at front of village hall:** Several youths were apprehended by police using a catapult to smash the lights on the outside of the village hall. Quotes have now been received for repairs to these and some internal lights. The bill for the outside lights will be forwarded on to the police. The bill from Magic Sparks for the outside lights for the two lights are £35 each plus £30 labour charge. The bill for two bulkhead fittings was £110 including labour and the cost of conversion to LED was £17 per light. It was agreed that all the lights should now be converted to LED to save on energy costs. Chair Mark Frati proposed and Cllr Jeff Gibson seconded that all the quotes be accepted and all the lights in the village hall be converted to LED. The motion was carried unanimously.

**b. Village Hall and Field Hires.** All hires have been suspended until the spring except Staverton Rangers Football Club and Emmaus School. Cllr Richardson said that there has been very little interest in hires at present.

**c. Village Hall Front Doors:** The two doors at the entrance to the village hall are in a very poor state. They have warped with the wet weather and the lock is also causing problems when locking and unlocking to gain entry.

Trowbridge Windows recently quoted for two replacements white upvc doors with wheelchair access, wire strengthen glass and a role bar for easy exit in time of fire. The cost of the doors will be £2,262.30. Cllr Simon Richardson proposed and Cllr Ray Symonds seconded that the quotation be accepted and the doors installed as soon as possible. The motion was carried unanimously. Extra keys will be required.

**d. Storm damaged chain link fence – Sports Ground:** It is hoped to get this repaired in the next few weeks.

**e. Signs – No Dogs Allowed:** One of the signs has been removed and tossed over the fence. [Action: Chair Mark Frati to get a replacement.](#)

## 88. PARISH STEWARD – Cllr Nick Woodall

Cllr Woodall said that the Steward has been taken off his regular duties to fill potholes.

## 89. FINANCE

### a. Clerk's Financial Report

BANK ACCOUNTS AND PETTY CASH HELD			
			£
1.1.23		<b>NAT WEST PRECEPT ACCOUNT</b>	14,438.32
1.1.23		<b>NAT WEST - CLERKS GRATUITY ACCOUNT</b>	6,884.21
1.1.23		<b>PETTY CASH</b>	234.37
1.1.23		<b>NAT WEST GROUND MAINTENANCE FUND</b>	10,290.81
1.1.23		<b>CAMBRIDGE AND COUNTIES BANK</b>	50,000.00
1.1.23		<b>JULIAN HODGE BANK</b>	15,000
			<b><u>96,847.71</u></b>
<b>PAYMENTS SINCE LAST MEETING</b>			
<b><u>Precept Account</u></b>			<b><u>Net £</u></b>
5.11.22	1293	White Horse Property Services - Website Hosting	235.11
21.11.22	1294	Staff Costs	511.8
21.11.22	1295	Cleaning contractor for Village Hall November 22	100
21.11.22	dd	SWALEC Gas Bill	92.91
1.11.22	SO	Staff Costs Oct 22	898.53
21.11.22	SO	IDVERDE Village/Play area grass maintenance Nov 22	156.66
1.12.22	SO	Staff Costs Nov 22	898.53
15.12.22	1298	White Horse Properties Domain Renewal Error	63.18
1.1.23	1300	Cleaning Contractor for village hall December 22	100
17.10.22	DD	HILLS WASTE September 22	23.34
15.11.22	dd	HILLS WASTE October 22	23.34
6.1.23	dd	HILLS; WASTE November 22	22.34
27.12.22	1299	Superior Newsletter Printing for Winter Issue	355.00
1.1.23	1301	Telephone and Laptop insurance Dec 22	30.15
2.1.23	1303	HMRC - PAYE FOR Qtr 3	1073.09
2.1.23	1304	David Owen - PAYE fees for Qtr 3	80.00
1.1.23	so	STAFF COSTS Dec 22	962.53
			<b><u>5626.51</u></b>
<b><u>Maintenance Fund Account</u></b>			
20.10.23	SO	IDVERDE Grounds Maintenance Oct 22	336.87

21.11.22	SO	IDVERDE Grounds Maintenance Nov 22	336.87
20.12.22	so	IDVERDE Grounds Maintenance Dec 22	336.87
			<b>1010.61</b>
<b><u>Petty Cash</u></b>			
Oct-Dec 22	Cash 23- 41	Stationary, Postage, Catering, Gratuities, Graffiti remover, keys and Cleaning supplies	182.78
<b>TRANSFERS</b>			
1.12.22	Chq 1297	Petty Cash transfer from Precept account	250
<b>INCOME</b>			
<b><u>Precept Account</u></b>			
14.11.22	bacs	Oct Field Hire - Staverton Rangers Invoice 362	300.00
18.11.22	bacs	Superior Community Fund - Final donation	500
5.12.22	bacs	Nov Field Hire - Staverton Rangers Invoice 364	300
12.12.22	bacs	Nov/Dec Hall Hire - Emmaus School Invoice 363	466.40
2.11.22	bacs	Sept/Oct Hall Hire - Emmaus School Invoice 359	466.40
			<b>2032.8</b>
<b><u>Maintenance Fund Account</u></b>			
18.11.22	bacs	Julian Hodge Bank Interest	16.43
19.12	bacs	Julian Hodge Bank Interest	15.90
			<b>32.33</b>

**b. Approve Cllr Kevin Perrett as an additional signatory on the cheque book.**

Cllr Ray Symonds proposed and Cllr Simon Richardson seconded that Cllr Kevin Perrett become a signatory on the Parish Council chequebooks. The proposal was agreed unanimously.

**c. AUDIT – Model Standing Orders** – There were no changes and this was unanimously approved.

**d. AUDIT – Model Financial Regulations** – There were no changes and this was unanimously approved.

**90. CORRESPONDENCE – Election Costs 2025** – Wiltshire Council advised Town and Parish Councils that Election costs should be factored into budgets prior to 2025. If the parish decided to go to a full election then it could cost upwards of £1,500. It was agreed to address this in the 2023/24 budget.

**Resignation of Cllr Simon Richardson**

Cllr Richardson said that now that he has moved out of Staverton it is time to make way for other Staverton residents to come forward and join the Parish Council. His resignation was accepted with sadness but it was not unexpected.

Chair Mark Frati and Parish Clerk June Jones then made a surprise presentation of an engraved watch to Cllr Richardson thanking him for his many years serving as a Councillor and for 9 years serving as the Chair on the Parish Council. Cllr Richardson was told that he has given exceptional leadership to the Parish Council during some very difficult times which was appreciated by everyone. The Parish Clerk said there had been some

rewarding times when everyone has benefitted from the positive changes in the village and to its facilities. She appreciated his support and wise guidance whilst gaining a friend.

Cllr Richardson thanked everyone and said that he hoped to continue to give support and advice where necessary and continue with hosting the Website and domain of the Parish Council Outlook

- 1. **DATE OF THE NEXT PARISH COUNCIL MEETING to be Monday 13<sup>th</sup> March 2023.** The meeting closed at 8.30 pm.

<a href="#">Meeting Dates for 2023/24</a>	16	JANUARY 2023	15	MAY 2023 AGM & APM	11	SEPTEMBER 2023	15	JANUARY 2024
On Mondays starting at 7.00 pm AT THE VILLAGE HALL	13	MARCH 2023	17	JULY 2023	20	NOVEMBER 2023		