

Minutes of the meeting of Staverton Parish Council held on Monday
17th July 2023 at 7.00 pm.

The meeting commenced at 7.00 pm.

Chair Nick Woodall read out the Emergency Fire Safety Drill for the village hall.

17. PRESENT: Chair Nick Woodall, Cllr Richard Blueitt, Cllr Claire Braham, Cllr Jeff Gibson, Cllr Kevin Lamb, Cllr Ray Symonds and June Jones, Parish Clerk

Attending: Natasha Webster, Ex Editor of Staverton News, Simon Withers, Wiltshire Councillor Trevor Carbin, Dr Celia Beckett for Hilperton & Staverton Conservation Working Group, and Residents: Ashley Jones of Staverton House, George Braham of Equinox Scouts, Kim & Claire Mouny and Andy Borresen.

18. APOLOGIES: Cllr Mark Frati and Wiltshire Cllr Trevor Carbin will be delayed.

19. MINUTES OF THE LAST MEETING HELD ON 13 March 2023.

The minutes were held to be a true record.

20. VACANCY FOR PARISH COUNCILLORS

a. Application from Mr Kim Mouny - Councillors interviewed Mr Mouny referring to his application and Chair Nick Woodall proposed and Vice Chair Jeff Gibson seconded that Mr Mouny be co-opted onto Staverton Parish Council. It was carried unanimously.

b. Application from Mr Andy Borresen – Although Mr Borresen has served previously on Staverton Parish Council previously it was advised that he should submit a new formal application form before the next meeting in September.

c. Declaration of Acceptance of Office and Register of Interests – Kim Mouny signed the Declaration of Acceptance of Office and it was countersigned by June Jones, Parish Clerk. Cllr Mouny was told that he needed to complete the Register of Interests within 28 days online at Wiltshire Council's Website.

21. PLANNING APPLICATIONS

a. The Old Vicarage and Staverton House – Mr Ashley Jones of Staverton House discussed the many issues that he faced to upgrade his care home. The increase in size of the new building was necessary for it to be a viable proposition. The size and layout of the old building had become unprofitable as a care home for the future. He was very aware of the concerns of residents nearby but felt that he had done a lot of work to address these issues. Concerns were raised about additional parking for staff and visitors. However, there should not be additional staff in attendance. He had made changes to the new building and felt that landscaping should improve concerns about neighbouring residents being overlooked. Also many of the original features of the old building will be incorporated in the new building. After full discussion, Staverton Parish Council were pleased that many of the issues raised had been addressed and were able to withdraw their opposition to the development.

22. VACANCY FOR EDITOR OF STAVERTON NEWS

a. Resignation of Natasha Webster as Editor: Chair Nick Woodall thanked Natasha for her excellent voluntary service over the years and wished her well in her new career. She was presented with an engraved silver necklace.

b. Application from Simon Withers: Councillors interviewed Mr Withers referring to his application and Chair Nick Woodall proposed and Cllr Kevin Lamb seconded that Simon Withers should become the next Editor of the

Staverton News. It was carried unanimously. Simon was welcomed and encouraged to develop the newsletter for a successful future. It was agreed that the 1,000 copies printed each quarter should be reduced to 900 to save on waste.

23. COUNCILLORS AND RESIDENTS MATTERS

a. Scouts Fete held on Staverton Playing Field Saturday 10th June 2023. George Braham of the Equinox Explorer Unit updated the Parish Council regarding his use of the field and village hall. For a first event at Staverton it was very successful with £1,500 raised and it was hoped to hold another fete in 2024 working with the Primary School. Unfortunately a child's scooter was stolen as stalls were being set up. However with a few changes George was optimistic that the next fete would be even more successful.

b. Rubbish outside the Convenience Store – Meadow Court: The Proprietor of the Convenience Store complained that residents nearby are using the bin for household and car refuse. This is fly tipping and is illegal. The bins cannot cope with household rubbish. **Action: It was agreed that the Parish Clerk should write to Aster Property Management at Devizes who manage the development, raising concerns about the litter.**

c. Request from Resident to reduce the number of grass cuts in Staverton: A resident contacted the Parish Council requesting less cuts to rewild the areas maintained by Wiltshire Council. However in the same week there was a complaint by another resident about the lack of maintenance to these areas. Although there was some sympathy for allowing rewilding there was also concern that these areas would attract litter, fly tipping and dog faeces if they were neglected. On balance Councillors agreed that there were many more residents wanting these areas regularly maintained than rewilded and they could not support this request at this time.

Wiltshire Councillor Trevor Carbin arrived at 7.45 pm.

24. HILPERTON & STAVERTON CONSERVATION WORKING GROUP

Dr Celia Bennett updated the Parish Council regarding new developments. The 500 houses allocated to Staverton have been removed from the LOCAL PLAN altogether but 600 Houses are still in the plan for Hilperston. Highways England had opposed this from the start as the local road network would not be able to cope with additional housing. Also CPRE did a lengthy report stating that the housing numbers quoted for the area were unsupported. Dr Bennett said she would continue to monitor and fight the development and report back on new information. She was thanked for once more for her hard work in helping to stop the development.

25. WILTSHIRE COUNCILLOR TREVOR CARBIN

The Parish Council requested Wiltshire Council Highways' response on the weight limit question:

"The provision of a weight limit on the B3105 would need a comprehensive evidence base to be considered. This would require a freight study to be commissioned that would encompass a large geographical area and would be beyond the funding of the council's current freight budget. The study would have to prove significant 'through traffic' i.e., trips that are not making deliveries or collections within the localised area. The study would also need to prove that alternative routes for legitimate deliveries/collections are preferable both economically and ecologically whilst considering the impact on other affected communities. However, notwithstanding any evidence collated from such a study, it is considered unlikely that a weight limit would be supported by key stakeholders such as neighbouring communities, freight industry, climate groups or the police.

It has previously been the case that freight studies can be requested via the LHFIFG (formerly CATG) process however this is currently in abeyance due to a review of the freight assessment mechanism being undertaken. Such a study is also likely to be easily in the region of £20,000 or more and would need to be funded by LHFIFG/Parish Council".

Speed Indicator Device.

Eligibility is the same as for speedwatch so a SID could be installed.

The latest guidance is at [Road safety education - Wiltshire Council](#)

Closure of the B3105.

Wiltshire Council Highways have been asked to make it clear with the signage that the road is completely blocked, and that Smallbrook Gardens is not suitable for turning / reversing manoeuvres. New Terrace will be included in resurfacing after completion.

A resident said that he was quite worried about the noise that would be generated from these road works in Staverton as he lives nearby.

Request for Dropped Kerb at Thestfield Bridge

Cllr Carbin has asked for this to go on the agenda for the BoA Highways Group meeting next Monday. If the Parish Council supports this, please report on LHFIGrequests@wiltshire.gov.uk.

County Plan Review.

This is to be discussed at the full council meeting Tuesday 18th July. Although it's positive for our area other parts of the county haven't done so well so there's likely to be a long debate!

26. SPORTS GROUND, VILLAGE HALL, PLAY AREA AND GENERAL

a. Management of the Village Hall: the Parish Clerk said that since she had taken on the bookings for the village hall from the retired Chair Simon Richardson her workload was unsustainable and she would need help with this. Newly elected Councillor Kim Mounty said that he would be willing to take on some of these duties and would discuss it with her as soon as possible. Mrs Jones gratefully accepted the offer.

b. Village Hall Bookings and Hire Cost review of multiple hires: Single date hires have been very popular but due to the 6 month's duration of the road works there has been a cancellation of bookings. The cost of group hires at present is £9 plus VAT per hour. Chair Nick Woodall proposed and Cllr Ray Symonds seconded that the cost be raised to £10 plus VAT per hour from September. The motion was carried unanimously.

c. Football Hirers Contract 2023-24: This has been agreed and forwarded on to Staverton Rangers Football Club.

d. IDVERDE – Grass cutting contract:

It was noted that lining the field for sports day on the field was not included in the grass cutting contract. It was agreed to add this when it comes up for renewal in 2025. Cllr Jeff Gibson, the Parish Clerk and the works manager from IDVERDE met up to discuss outstanding work to be carried out on the sports field.

e. Executive Committee of the Playing field: Chair Nick Woodall proposed and Cllr Richard Blueitt seconded that the 10% increase in Top Up Contributions should cease until it is reviewed in 2025. This was carried by a majority decision. Cllr Ray Symonds abstained.

27. FINANCE

a. Clerk's Financial Report- This was approved with a suggestion that more quotes should be gathered for boiler servicing the village hall.

BANK ACCOUNTS AND PETTY CASH HELD		
		£
1.6.23	NAT WEST PRECEPT ACCOUNT	13,593.61
1.6.23	NAT WEST - CLERKS GRATUITY ACCOUNT	6,884.21
1.6.23	PETTY CASH	159.02
1.6.23	NAT WEST GROUND MAINTENANCE FUND	7,946.85
1.6.23	CAMBRIDGE AND COUNTIES BANK	<u>65,000.00</u>
		<u>93,583.69</u>

PAYMENTS SINCE LAST MEETING

<u>Precept Account</u>			<u>Net £</u>
15.5.23	1334	Replacement Chq for Cleaner - Village Hall Inv 89	100
26.5.23	1335	Community First Insurance 2023-24	1,421.01
1.6.23	1336	Cleaning for Village Hall May Inv 90	75
25.5.23	1337	Gratuity	29.99
25.5.23	1338	Replacement Cutlery for Village Hall	50.00
25.5.23	1339	Telephone and Laptop insurance April 23	37.03
25.5.23	1340	Telephone and Laptop insurance May 23	33.40
2.5.23	SO	Staff Costs April 23	962.53
1.6.23	so	Staff Costs May 23	962.53
22.5.23	DD	SSE Gas bill V Hall to 5.4.23	132.91
22.5.23	so	IDVERDE Grass cutting April 23 Inv 10882143	156.66
19.5.23	DD	Hills Waste April 23	23.34
22.5.23	DD	Corona Energy Electricity Bill V Hall April 23	76.87
15.6.23	DD	Hills Waste May 23	38.52
22.6.23	DD	Corona Energy Electricity Bill May 23	76.32
13.6.23	1341	Superior Printing - Summer Issue Inv RP 92579	398.00
1.4.23	1309	Avast Software	49.99
30.4.23	1330	Cleaning for Village Hall April 23	100.00
18.6.23	1342	Defib World - replacement spares	93.99
18.6.23	1343	Booker - Cleaning materials for village hall	74.93
19.6.23	1344	Microsoft 365 Office software 2023-24	123.54
20.6.13	SO	IDVERDE Grass cutting May 23	156.66
20.4.23	so	IDVERDE Grass cutting March 23 Inv 10876545	156.66
26.6.23	1345	IDVERDE - Line markings for the school sports day	149.55
1.7.23	1347	Cleaning for village hall June 23 Inv 91	75.00
1.7.23	1348	David Owen Accountants PAYE fees to June 23 Inv 35198	85.00
1.7.23	1349	HMRC - PAYE QTR 1 2023-24	906.09
6.7.23	DD	Hills Waste JUNE 23 Inv 10884688	26.08
7.7.23	SO	IDVERDE - Grass cutting June 23	156.66
			6728.26
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<u>Maintenance Fund Account</u>			
20.6.23	SO	IDVERDE Grass cutting May 23	336.87
20.4.23	SO	IDVERDE Grass cutting March 23 Inv 10876544	336.87
22.5.23	SO	IDVERDE Grass cutting April 23 Inv 10879397	336.87
7.7.23	so	IDVERDE Grass cutting June 23 Inv 10884687	336.87
			1347.48
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<u>Petty Cash</u>			
Apr to Jun 23	Cash 1 - 15	Stationary, Postage, Graffit Remover, Cleaning Supplies, and cutlery for Village Hall	137.97

TRANSFERS			
26.6.23	1346	Top Up Contribution from Precept to Maint Fund	4,222.76
30.5.23	58	Insurance cover for playing field - from Maint Fund to Precept	150

INCOME

Precept Account

20.6.23	BACS	Village Hall Hire Exercise class 2nd July Invoice 379	25
29.6.23	bacs	Line Markings for school sports day	149.55
2.5.23	bacs	372 Emmaus Hall hire 17th Apr to 28 May 23	486.17
2.5.23	bacs	373 Emmaus - Damage to hall front door	116.67
2.5.23	bacs	374 Ramond - hall hire 6 May	37.5
22.5.23	bacs	375 SRFC - field hire May 23	300
9.6.23	bacs	376 SRFC - field hire June 23	300.00
9.6.23	bacs	Returnable deposit - 377 Turlington hall hire	50.00
14.6.23	bacs	378 Nestlings - Teddy Bears Picnic 18th July 23	37.50
15.6.23	bacs	381 Henley - hall hire 19th June to 10 July 23	72.00
20.6.23	bacs	379 Fichtnerova - hall hire 2nd July 23	25.00
29.6.23	bacs	Line Markings for school sports day	149.55
			<u>1748.94</u>

Maintenance Fund Account

22.6.23	bacs	Cambridge & Counties Bank Interest on Fixed Rate Bond	<u>1,243.15</u>
			<u>1243.15</u>

28. CORRESPONDENCE – BRIEFING NOTES

- a. 23 – 11 Community Governance Review – Consultation
- b. 23 – 12 Update on Trowbridge Leisure Project
- c. 23 – 14 Family Hubs
- d. 23 – 16 Local Plan Review Housing Numbers

There were no additional comments regarding this correspondence.

A resident said that he would like to set up a Credit Union for affordable loans in the community using the village hall without cost. Although a nice community initiative, the Parish Council asked if there was a real need for this as it would cost a considerable amount in energy costs for a 3-hour period once a month when reserves for the Parish Council are low. The resident will find out more information and report back.

29. CLOSE OF MEETING 9.30 pm. The next meeting will be held on Monday 11 September 2023.

Meeting Dates for 2023/24	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		