

Brinkworth Parish Council

A meeting of the Brinkworth Parish Council was held in the Reading Room of the Village Hall, Brinkworth on Monday 8th October 2018 at 19.00.

Present: Chairman – A Bradley-Donald Vice Chairman – O Gibbs Councillor - P Clothier
Councillor - M Evans Councillor – K Parfitt Councillor - E Threlfall
Councillor - S Walklate Clerk – S Ibbetson

Absent: Wiltshire Councillor – T Sturgis Councillor – J Humm Councillor – J Millard

137.18 No members of the public attended the Public question and answer session.

138.18 Apologies were given by County Councillor Sturgis.

139.18 Declaration of interest on agenda items were given by Councillor Threlfall on item 144.18, due to land ownership next to the proposed development.

140.18 The minutes of the Parish Council meeting held on 13th August were approved and signed as a correct record. It was noted that there are no minutes for September, due to that meeting being cancelled as there were not enough Councillors present to form a quorum.

141.18 No update was given from Councillor Sturgis.

142.18 Planning application [18/07832/FUL](#) Pittsland Farm, Callow Hill. Brinkworth. SN15 5DZ. **Proposal:** Demolition of barn and store and extension to farmhouse. The proposal was discussed, a vote was taken and it was decided to **SUPPORT** the application.
Action point for Clerk – submit letter to Wiltshire Council planning department.

143.18 Planning application [18/07720/FUL](#) Orchard House, Cheeseley Hill. Grittenham. SN15 4JX. **Proposal:** Proposed new front porch and rear kitchen extension, new dormer windows and gable window to second floor and extension of garage to make third bay with home office over. The proposal was discussed, a vote was taken and it was decided to **SUPPORT** the application.
Action point for Clerk – submit letter to Wiltshire Council planning department.

144.18 Planning application [18/08488/FUL](#) Land South of Grayways, Barnes Green. Brinkworth. SN15 5AQ. **Proposal:** Proposed change of use from paddock to residential curtilage. Councillor Threlfall did not take part in the vote for this application. The proposal was discussed, a vote was taken and it was decided to **SUPPORT** the application, with a note that the hedge which was removed for the original development should be reinstated on the South border, south of the proposed gardens in place of the proposed post and rail fencing.
Action point for Clerk – submit letter to Wiltshire Council planning department.

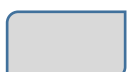
145.18 Update on planning application [18/04839/FUL](#) Barnes Green Farm. Brinkworth. SN15 5AQ. **Proposal:** Erection of boundary fencing. **Outcome:** approve with conditions.
Previous minute reference 076.18



- 146.18** Update on planning application [18/06784/FUL](#) Land at Wood Lane House, Wood Lane. Brinkworth. SN15 5EF. **Proposal:** Introduction of pony experience/tuition replacing the approved commercial livery. **Outcome:** approve with conditions.
Previous minute reference 107.18
- 147.18** Councillor Threlfall gave an update on the replacement play equipment in the Recreation Ground, including costs for the layout plan of the ground. A meeting is taking place on the 9th October with The Heritage Society and quotations are being gathered for the play equipment. An accurate plan of the site is necessary to move things forward. The Heritage society will pay 50% of the cost, leaving a 50% contribution for the Parish Council of £175 + VAT.
Previous minute reference 113.18
- 148.18** Councillors Threlfall & Walklate gave an update on the Neighbourhood Plan; a meeting was held a month ago and another one is due on Thursday. Initial priorities are to construct a questionnaire for residents, as well as obtaining a list of all properties within the Parish to ensure that all parishioners are included. Grant options are also being explored.
Previous minute reference 115.18
- 149.18** Chairman Bradley-Donald confirmed that a pledge has been given to replace the traditional sign at the top of School Hill.
Previous minute reference 116.18
Action point for Chairman Bradley-Donald – chase up offer.
- 150.18** WW1 Centenary commemorations; Councillor Clothier confirmed that laying of the slabs around the War memorial had commenced. Vice Chairman Gibbs has been looking into the possibilities for the inscription on the slabs, however, due to the rough surface it maybe that either a plaque will be used, or a slab turned over.
Previous minute reference 117.18
Action point for Vice-Chairman Gibbs– discuss options with stonemason.
- 151.18** There was no news on the pavements installation since the previous meeting.
Previous minute reference 118.18
- 152.18** Vice Chairman Gibbs has sought a quotation for the repair and repainting of the Village seating requiring attention.
Previous minute reference 120.18
Action point for Vice-Chairman Gibbs– chase up quotation.
- 153.18** The Clerk recruitment and interviews were discussed. It was decided to appoint one of the candidates. The start date and handover timings will be decided upon between the existing and new Clerk.
Previous minute reference 123.18
Action point for Clerk – contact successful applicant to offer the position.
- 154.18** The Clerk confirmed that there had been no applicants for the co-option roles and just one enquiry.
Action point for Clerk – re-advertise positions.



- 155.18** Greenscape have been contacted with regards to the Cemetery gravestone repair. To progress the matter, the stonemasons who gave the original quote will need to be consulted.
Action point for Vice-Chairman Gibbs – chase up stonemasons for quotation.
- 156.18** GDPR – following the WALC toolkit, The Clerk had adapted several policies and notices for the Council: Privacy Notice; Privacy Notice for Staff; Data Protection Privacy Policy; Subject Access Request Policy and a consent form. These were all approved by the Council.
Action point for Clerk – publish documents on the Council’s website.
- 157.18** Cemetery – brambles growing and becoming dangerous; Vice Chairman Gibbs has noticed that there are several areas of brambles in the cemetery that require attention.
Action point for Vice-Chairman Gibbs – contact Greenscape to request an estimate for the work to be done.
- 158.18** It was noted that the Cemetery hedge cutting has again taken place.
Action point for Clerk – write a letter of thanks to Steve Williams.
- 159.18** Vice-chairman Gibbs proposed that in future memorials and gravestones should be numbered on the bottom plinth, to make locating plots easier. The Council decided to go ahead with the proposal.
Action point for Clerk – contact stonemasons who have submitted memorial requests in the past to advise them that in future plot numbers will need to be included on any memorials.
- 160.18** The WALC Councillor training (roles, laws and meetings) on 27th October in Semington was discussed, no-one was in a position to attend.
- 161.18** General traffic issues and speed control, including discussion on forming a Sub-Committee/Working Party were discussed due to the frequent reports received of this nature.
Action point for Councillor Evans – look into the possibility of forming a working group specifically to deal with traffic issues.
- 162.18** The WALC employment support possibility option (with an increased subscription) was discussed. It was decided that this option would be more suited to larger Councils with several employees and not a service that the Council would utilise.
Action point for Clerk – contact WALC to feedback comments.
- 163.18** Chairman Bradley-Donald had been contacted by a parishioner concerned with a safety issue at Ramps Hill. The parishioner (walking a dog) had been addressed by a landowner who advised that there could be a danger due to shooting taking place on the land. It was discussed and confirmed that this was a matter for the Police, and the parishioner has been advised to contact them.
- 164.18** The Basketball Hoop which has sustained damage has been removed and stored safely out of the way.
- 165.18** Pre-approved expenses for payment.
a. Clerk monthly payment (August) - £361.59
b. Clerk monthly payment (September) - £361.59
c. HMRC for tax due (August) - £5.40



- d. HMRC for tax due (September) - £5.40
- c. Dauntsey Vale Link Scheme donation - £250.00
- d. Cemetery railings final payment - £655.80
- e. Vision ICT (domain renewal) - £66.00
- f. Reimbursement for cemetery railings paint – Arnold £33.96

166.18 Expenses for payment were approved.

- a. EDF (recreation field electricity-August) - £14.48
- b. EDF (recreation field electricity-September) - £12.26
- c. Greenscape - £1,200.00
- d. Tim Wadsworth – Bus cleaning invoice £120.00
- e. Clerk expenses - £34.07
- f. PKF Littlejohn external auditor fee - £240.00

167.18 Any other business for discussion.

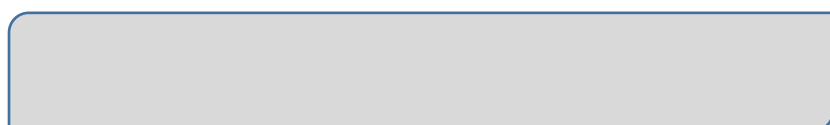
- a. Successful clearing by volunteers of part of footpath Brin 55 has been carried out.
- b. Councillor Threlfall would like to Council to consider having a stall at next years Brinkworth Show at a cost of £20. It was suggested that tea and cakes could be served by the Councillors.
- c. A hedge is overgrown in Grittenham, causing vehicles to swerve into the road to avoid it.
Action point for Councillor Threlfall – contact Matt Perrot in WCC Highways department.
- d. Glebe Field – still no news at present.
Action point for Clerk – contact County Councillor Sturgis for an update.

The meeting concluded at 21.00

The next meeting is scheduled for

Monday 12th November at 7pm

These minutes signed and dated by Chairman Bradley-Donald as a true representation of the meeting.



Signature



Date

