**KENNET VALLEY PARISH COUNCIL 5 – 2021/22**

Minutes of the **PARISH COUNCIL MEETING** held on the 10th January 2022 at 7.00pm in the Kennet Valley Hall.

**Present:** Cllr J Drew, Cllr M Bates, Cllr D Woolley, Cllr J Turner, Cllr A Miller, Cllr A Baring, Cllr M Dissanayake and Cllr R Richards.

**In attendance:** S Roberts (Clerk) & Unitary Cllr J Davies.

**PUBLIC PARTICIPATION –** None.

1. **APOLOGIES FOR ABSENCE**

Apologies were received and approved from Cllr C Rogers, Cllr L Davies & Cllr V Hemery.

1. **DECLARATIONS OF INTEREST**

All councillors declared a non-prejudicial interest in the setting of the Precept.

1. **ITEMS TO BE TAKEN IN PRIVATE SESSION**

None.

1. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the 8th November 2021 Parish Council meeting were approved and signed as a true record.

1. **CLERKS REPORT**

The Clerk advised the new council telephone number will be advertised in UKN as going live from 1st February 2022 as well as the new council email address.

The Youth Club should be able to resume in April on a Wednesday evening if a helper can be found for the register and organising workshops.

The Clerk advised a councillor vacancy following an election cannot just be advertised for co-option. The Council resolved for permission to be sought from Wiltshire Council to fill the current vacancy. **Action Clerk**

1. **REPORT FROM UNITARY COUNCILLOR JANE DAVIES**

Unitary Councillor Jane Davies advised it will be a challenging year for Wiltshire Council with many cutbacks required but the funding for core services and social care will be protected. The Budget has not yet been published. Area Board grants will continue and the CATG budget is set to increase.

1. **COUNCIL MEETINGS & EVENTS**
* Guidance has been received from NALC on holding meetings during the Pandemic. The Council resolved to continue holding regular council meetings but with the option to postpone given the legal requirement to only hold 4 meetings a year.
* The Council agreed it would not be necessary to delegate more powers to the Clerk.
* The Council resolved Zoom calls could continue to be used on an ad-hoc basis when there is a long period between council meetings if required but no decisions are to be made during these calls. It was noted it would still be appropriate for Working Groups to meet by Zoom but not committee meetings.
* Annual Parish Meeting – Action for the River Kennet have been asked to talk at the meeting – the Clerk has emailed to request confirmation.
* Queens Jubilee – it is anticipated an event will take place but will need to be a combined effort with the Kennet Valley Hall, Kennet Valley School, Parish Council and Benefice. The Council proposes to plant a commemorative tree on the Dene to replace the Ash due to be removed next month which has sadly succumbed to Ash Dieback. The type of tree and plans for the Jubilee celebrations will be discussed at the March meeting.
1. **POLICIES (Clerk)**

The following new policies were adopted with a few minor alterations:

Lone Worker Policy, Health & Safety & Procedure for Co-option.

The Council also reviewed and endorsed the prospective councillor application form template.

The Standing Orders were reviewed subject to a couple of minor changes to give reference to the addition of the Staffing Committee and to remove the requirement to keep details of all planning applications in a book.

***Cllr M Dissanayake proposed & Cllr J Turner seconded.***

1. **PARISH ASSETS (AM)**

The fencing at the play area at Taylors Green has still not been repaired, another quotation has been received for £295.20 which the Council unanimously approved.

The Working Group will need to meet shortly to discuss any further asset requirements.

1. **WEBSITE (JT)**

A Working Group meeting needs to be arranged as soon as possible to follow up on the offer of help from a local resident and to see how best to progress.

The Clerk has contacted the providers to get the dedicated email addresses, these will be allocated to each councillor shortly. **Action Cllr J Turner & Clerk**

1. **TRAFFIC/ROAD SAFETY, POLICE & EMERGENCY RESPONSE (JT)**

Defibrillator training is due to take place at the Kennet Valley Hall on 23rd January, the session is almost fully booked.

The Community Speed-watch continues to record around 10-15% of vehicles as exceeding the 20mph limit. The Group has decided to withdraw the request for speed-watch signage to conserve funds for the possible purchase of speed indicator devices in the future.

Requests to cut back hedges have been sent to the landowners on Church Hill in West Overton following complaints received towards the end of last year.

Taylors Green, road name sign – all present agreed the signage should be post mounted on the roadside. Martin Cook has advised Ringway can carry out the installation and going forward Wiltshire Council will maintain or replace the sign as necessary with no additional cost to the Parish Council. Full costs are still awaited – the Council agreed to budget £500 for the sign and installation.

1. **PLANNING (DW)**

The recent tree survey carried out on the Dene has recommended the removal of two Ash trees on the Dene that have severe Ash Dieback. The Chair spoke to the adjacent property owners to advise them and requested suggestions for replacing either one or both of the trees with a suitable native alternative. The Council resolved to accept the quotation from DW Oliver to carry out the works to the trees. **Action Clerk**

Fyfield Down –the new interpretation display boards have sadly not materialised.

Thames Water – no further communications have been received; Thames Water have advised they will not be laying further water pipes across the Dene following a strong objection by the Parish Council.

1. **PEACOCK FIELD**

All points on the Transfer Deed have now been agreed but the purchase of the field has been delayed due to an unsatisfactory increase in fees from the Vendors solicitor. Cllr D Woolley agreed to draft a strong letter to the Vendor’s solicitor. A timescale of 2 weeks was given to resolve the issue. **Action Cllr D Woolley & Clerk**.

1. **RIGHTS OF WAY**

Nothing to report.

1. **REPORTS FROM OTHER BODIES**

**Kennet Valley Hall** – the council have advised the Kennet Valley Hall Committee the Parish Council will no longer be responsible for the repair, replacement, insurance and safety inspections of the Teen Shelter and play equipment on Kennet Valley Hall land.

The Council considered and approved the draft agreement whereby the Parish Council will maintain and replace where necessary the memorial trees at the bottom of the playing field. ***Cllr M Dissanayake proposed, Cllr D Woolley seconded.***

Approximately 4 of the trees will need to be replaced – David Oliver had kindly offered some replacements – a follow up email has already been sent to request this.

**Marlborough Area Board** – Cllr Jill Turner will be attending the next meeting on Tuesday 11th January.

**Avebury World Heritage Site Steering Committee** – a Trust Transition Project is ongoing to review governance of the WHS.

**Kennet Valley School** – have created a book swap outside the school entrance gates and are encouraging donations.

1. **FINANCE (DW)**

The accounts for the year to January 2022:

Balance carried forward from last year: £16228.75

Total receipts for the year to January 2022: £24000.24

Total payments for year to January 2022: £15166.76

The available (cash book) balance as of 4 Jan 2022: £25062.23

The Council approved payments of current BACS payments:

S Roberts – Clerk salary Dec/January

S Roberts – Clerk expenses Dec/January

N A Rammage – Grass Fyfield & WO Sep-Nov 2021 £300.00

Kennet Valley Village Hall – Hire to Nov 2021 £69.00

Idverde – Bin emptying Fyfield July – Dec 2021 £36.00

Netwise UK – Website hosting & support £360.00

Upper Kennet News – Inclusions £100.00

Fyfield, West Overton PCC – Meeting room usage £50.00

The Council noted the following motion:

***Cllrs Jayne Drew, Martin Bates and David Woolley put forward a special motion to discuss and if appropriate reverse and revise the motion taken at the Parish Council meeting on Monday 8th November under item 69 to set the Precept for 2022/23.***

***The motion has been requested due to unforeseen expenditure following Ash Die back on several of the Council owned trees in Lockeridge and following the news of the Wiltshire Council deficit which may necessitate additional services being devolved to Parish Council level.***

The Council considered the additional anticipated expenditure against the budget for 2022/23 and increased the provision for tree works.

The Council considered the Tax Base for 2022/23.

The Council resolved to set the Precept at £25,204.25 which is an increase of 3.5% and equated to a rise of £2.12 on a Band D property.

***Cllr A Baring proposed, Cllr J Turner seconded.***

The Risk Assessment has been updated with the additions recommended at the last meeting.

1. **COMMUNICATIONS (AB)**

Items to be added to the February edition of UKN:

1. New Council telephone number and email address
2. Precept
3. Queen’s Jubilee – call for volunteers.
4. Bus Shelter
5. Annual Parish Meeting – March edition
6. Youth Club
7. Hedge Cutting & Trees in a Conservation Area – March edition
8. **AGENDA ITEMS FOR THE NEXT MEETING**

The following items will be added to the agenda for the March meeting:

1. Annual Parish Meeting
2. New Policies
3. Queen’s Jubilee
4. Councillor vacancy
5. Donations
6. Website
7. Date of next meeting

The meeting closed at 8.15 pm.

The next meeting will take place on Monday 7th March at 6.30pm

This is the last page of the minutes.