**FYFIELD AND WEST OVERTON PARISH COUNCIL 6 – 2017/18**

Minutes of the **PARISH COUNCIL MEETING** held on the 19th March 2018 at 7.00pm in the Kennet Valley Hall.

**Present:** Cllr N Fisk, Cllr G Emberlin, Cllr L Davies, Cllr R Green, Cllr D Woolley, Cllr S Nichols, Cllr J Turner, Cllr A Miller & Unitary Cllr J Davies.

**Apologies:** Cllr A Baring.

**In attendance:** S Roberts (Clerk) & Mrs J Drew.

**Declarations of interest:** None

**Dispensations:** None

1. **MINUTES OF THE PREVIOUS MEETINGS:** The minutes of the last parish council meeting were approved and signed.
2. **CO-OPTION**

Jayne Drew from Lockeridge was co-opted onto the Parish Council and signed a declaration of acceptance of office. This was proposed by Cllr J Turner and seconded by Cllr S Nichols.

1. **MATTERS ARISING FROM THE MINUTES**
* A working group needs to be set up to look at the refurbishment of the Knights Close play area. As a working group this need to be made up of three councillors and several West Overton residents. Our solicitor is currently agreeing the lease with Aster.
* Parish website - a grant from NALC has now been received and a web designer appointed. Cllr S Nichols and Cllr N Fisk agreed to help with the set up. A meeting will be set up shortly with the web designer. **Action Clerk**
* The Bell – traffic issues on the A4 were discussed, it was agreed the issue should be put forward to CATG for further consideration with the suggestion of a possible tie-in with the proposed works at Beckhampton. **Action J Turner**
* The Avenue at Avebury – Cllr NS Nichols attended the open forum in March which outlined the new proposals for the AWHS, Beckhampton and the Avenue. It was agreed a letter should be written to Andrew Williams requesting they widen their consultation to incorporate surrounding villages.
* Peacock Field at West Overton – no response has as yet been received from Jason Lewis with regard to the PC’s agreement to accept the offer from the Maude Family Trust to purchase a portion of the field.
* Data Protection – It was agreed this should be looked at in more detail with the new website. Jayne Drew suggested all councillors should have their own seperate PC email address, all were in agreement to this proposal.
* Annual Parish Meeting – Friends of The Ridgeway have agreed to provide a presentation. Cllr A Baring has kindly offered to do the refreshments this year.
* A letter has been sent to the owner of Dene Cottage regarding unauthorised access over the Dene and churning up the surface.
* Telecommunications Mast – given there is still much enthusiasm within the villages for mobile phone coverage Cllr S Nichols and Cllr A Miller are investigating the possibility of a mast with alternative providers. Cllr D Woolley confirmed there is no legal obligation on the telecommunication companies to provide coverage.

All other matters arising are covered under the headings below.

1. **DATA PROTECTION**

Information has been received from NALC about the General Data Protection Regulations. A qualified Data Protection Officer will need to be appointed by May 2018. Unitary Cllr J Davies agreed to write to Democratic Services at Wiltshire Council to see if it would be possible to have one Officer to cover the whole area and could they provide this? **Action J Davies**

1. **ANNUAL PARISH MEETING**

 It was agreed invitations should be hand delivered to all households in the Parish. Cllr L Davies, Cllr G Emberlin and Cllr J Turner agreed to arrange delivery in each of their respective villages.

1. **WW1 CENTENARY EVENT**

 A Working Group has now been formed comprising of Cllr L Davies, Cllr A Baring and Cllr N Fisk with Mary Spender as Chair and David Snape (PCC), and Emma Russell (KVS) and Gill Mackichan as members. The new working group was agreed unanimously.

 The event will take place on Novemeber 11th at 2.30pm at the Kennet Valley Hall and there will be a ceremony and tree planting. The school has agreed for the children to put together a display. The planting of the trees has been discussed but the tree species has yet to be agreed. The PC would like to formally request low maintenance trees if they are to be responsible for their future care. Cllr A Baring has agreed to discuss this further with Mike Russell and Peter Griffith Jones. The next meeting of the group will be on 2nd July.

 Fyfield Lych Gate – extensive repairs are required, the PCC are applying for a grant to cover 75% of the cost of repairs which is estimated to be in the region of £2,000. The PCC has suggested the Parish Council may be responsible for the Lych Gate. It was agreed a letter should be written to the PCC to seek clarification and discuss the best way forward. Cllr L Davies recommended seeking donations from local residents. Cllr R Green agreed to carry out an inspection of the Lych Gate for safety.

1. **REPORTS FROM OTHER BODIES**

 **Marlborough Area Board (SN & NF)**

The last meeting was on Tuesday 13th March at 7pm at the Marlborough and Youth Community Centre, unfortunately we were unable to attend.

 **Kennet Valley Hall (NF)**

 The teen shelter roof is in need of repairs, the committee have suggested the roof be replaced. It was agreed the roof should just be repaired this year and consideration could be given to a replacement roof in the next budget. Cllr R Green has provided a quotation and has been asked to carry out the necessary repairs. **Action R Green**

 **Kennet Valley School (SN)**

The school has been carrying out interviews for a new Head. It was agreed a representative from the school should be invited to the Annual Parish Meeting.

 **Avebury World Heritage Site Steering Group (SN & DW)**

A traffic meeting is to take place on 27th March and a AWHS meeting on the 19th April. Cllr S Nichols hopes to attend and will report back to the PC. **Action S Nichols**

 **Lockeridge Traffic Group (JT)**

The proposal to progress with investigations into the potential to use an automatic number plate recognition system for speed monitoring in Lockeridge had been supported by Councillor Bridget Wayman the Wiltshire Council Cabinet Member for Highways, Transport and Waste. The Lockeridge Traffic Group would explore the arrangement with the Police and Crime Commissioner for Wiltshire and a date for the meeting was awaited. The Parish Council would be updated on the outcome in due course.

 Please see full report.

1. **TRAFFIC/ROAD SAFETY/POLICE (JT)**

Cllr Jill Turner agreed to be the new Chair of the Traffic/Road safety/Police Working Group following the resignation of Mike Morrissy. Cllr L Davies proposed and Cllr A Miller seconded.

 Following the approval of the additional signage and virtual pavement in Lockeridge in support of the 20mph speed restriction, Wiltshire Council Highways Department confirmed they will also carry out the white lining at the same time.

 Martin Cook from Highways has confirmed Ivy (Eckhart) Lane is not a high priority for resurfacing but has asked Atkins to look at the overhanging trees. The question as to whether Faccenda could be asked to help with this was raised.

 Church Hill in West Overton – following the results of the metro count it was agreed a request should be put into CATG for signage warning of the blind bend and also of horses and pedestrians in the road. **Action J Turner**

 The next CATG meeting is on June 21st. Unfortunately Cllr J Turner will have to give her apologies but Cllr J Drew is hoping to attend in her place.

 Cllr J Turner reported that Wiltshire Council had approved the progression of a study of freight vehicle traffic through Lockeridge to Alton Barnes and further information would be available later in the summer 2108.

1. **PARISH ASSETS (GE)**

Moss has once again accumulated on the play area at Lower Fyfield. Cllr R Green has agreed to treat the area. **Action R Green**

 Please see full report.

1. **PLANNING (DW)**

Cllr J Drew agreed to replace Cllr S Nichols as the planning representative for Lockeridge.

 The Dene, Lockeridge – An application has been submitted to the Land Registry, further information has been requested which the Clerk will send. **Action Clerk**

 No further response has been received from Simon Day at Wiltshire Council following their refusal to provide any paper copies of plans. It was agreed a further letter should be written to Mike Wilmott and copied into Jane Davies. **Action N Fisk**

 Please see full report.

1. **CONSERVATION (RG)**

 A large tree on the footpath on Frog Lane has been significantly reduced. Rights of Way to be asked about the status of trees on footpaths. **Action R Green**

1. **RIGHTS OF WAY (LD)**

 Path Improvement Grant Scheme – Andrew Jack confirmed we could apply for a grant from MAB for a strimmer. Unitary Cllr J Davies recommended against the proposal and felt that an application of this nature would not succeed.

 A report has been received of trees overhanging a footpath in West Overton, a request to the owners of Newlands needs to be made to cut them back. **Action N Fisk**

1. **COMMUNICATIONS**

Please forward any inclusions for the UKN monthly column to Anstice Baring before the 20th of each month.

1. **EMERGENCY RESPONSE (JT)**

 A new representative for West Overton would be confirmed soon.

 Please see full report.

**87. FINANCE (NF & RFO)**

 A finance meeting has not taken place since the last Parish Council meeting.

 The Parish Council the Precept has remained the same for 2018/19 at £9957.86, the clerk has submitted the request.

 The accounts for the year to March 2018:

 Balance carried forward from last year: £4248.82

 Total receipts for the year to March 2018 : £11137.59

 Total payments for year to March 2018 : £9224.92

 The available (cash book) balance at 19 March 2018: £7025.21

 Sign Cheques:

cheques and invoices to be approved & signed: (proposed LD, second AB)

S Roberts Clerk salary Feb – March 2018 1158 £766.39

S Roberts Clerk expenses Feb - March 2018 1159 £112.60

Kennet Valley Hall hire 26 Feb 2018 1160 £5.00

1. **CORRESPONDENCE**

 A complaint has been received regarding an overflowing bin at Southfield in West Overton. It was noted the bin was regularly full of dog waste bags. It was agreed to look into the possibility of a larger covered bin in this location. **Action Clerk**

1. **A.O.B.**

The meeting closed at 9.10pm

This is the last page of the minutes.

**PLEASE NOTE**

The next Parish Council meeting will be the Annual Parish Meeting on Monday 30th April 2018 at 6.45pm in the Kennet Valley Hall.