**FYFIELD AND WEST OVERTON PARISH COUNCIL 6 – 2018/19**

Minutes of the **PARISH COUNCIL MEETING** held on the 25th March 2019 at 7.00pm in the Kennet Valley Hall.

**Present:** Cllr N Fisk, Cllr R Green, Cllr G Emberlin, Cllr J Drew, Cllr D Woolley, Cllr A Miller, Cllr A Baring, Cllr L Staddon, Cllr J Turner & Cllr L Davies.

**Apologies:** Cllr S Nichols & PCSO Emily Sykes.

**In attendance:** S Roberts (Clerk), Unitary Cllr J Davies, Mr Max Dissanayake and 2 parishioners.

**Declarations of interest:** None

**Dispensations:** None

1. **MINUTES OF THE PREVIOUS MEETINGS:** The minutes of the January meeting were approved and signed. (R Green proposed & J Turner seconded)
2. **CO-OPTION:** Mr Max Dissanayake of West Overton was co-opted onto the Council. (N Fisk proposed & A Miller seconded). Mr Dissanayake signed a Declaration of Acceptance of Office in the presence of the Proper Officer and then formally joined the meeting.
3. **MATTERS ARISING FROM THE MINUTES**
* Knights Close Play Area in West Overton - Several quotations have now been received, a meeting of the working group will be called soon to agree on the final design and appoint a contractor. It was agreed David Hemery should be asked to officially open the refurbished playground once works are complete. **Action Clerk**
* Defibrillators – there would need to be a total of four defibrillators to provide for the needs of the whole Parish and all would require an electricity supply. The Parish Council has put just over 50% of the cost into the budget for 2019/20. The application for funding goes before the Marlborough Area Board on 26th March 2019. Cllr J Turner agreed to present the application with the support of the Clerk. **Action Clerk & Cllr J Turner**
* Sarsen House - concerns continue to be raised about the dangers caused by car parking at this location. A meeting of local residents and the manager of Sarsen House has been arranged for the morning of the 8th April. **Action J Turner & N Fisk**
* Fyfield play area – this is currently closed due to deep rabbit holes. A contractor has now been apppointed to erect a rabbit proof fence and reinstate the turf. **Action R Green**

All other matters arising are covered under the headings below.

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

The Parish Council discussed and approved following wording to be included in the joint strategic aims document to be developed collectively by the Parishes for discussion with Wiltshire Council in the first instance:

*A reduction of the speed limit from 60 to 50 mph on the A4 from Marlborough to Beckhampton and the introduction of a cycleway along the whole stretch.*

*Other proposals were considered including the installation of traffic islands to assist with pedestrians crossing the A4 near the Bell Public House and the Fyfield filling station, and the use of speed cameras.*  ***Action J Turner***

Unitary Cllr Jane Davies asked if the Parish Council would like to be involved in the Community Safety Partnership – all Councillors were in agreement.

Community Speedwatch – a request has been submitted. It was noted volunteers would be required. The Kennet Valley School have agreed to support the initiative and consideration could be given to joining with East Kennett.

Unitary Cllr Jane Davies advised there is extra money in the Wiltshire Council budget for drain clearing this year.

*Please see attached full report.*

1. **TELECOMMUNICATIONS (AM)**

To date there has been no enthusiasm from any of the network suppliers contacted to support a mast. The Upper Kennet Churches have indicated they would be interested in exploring the possibility of use of the church spires in West Overton and East Kennett as a pair but not individually if a supplier were to come forward.

1. **PARISH ASSETS (GE)**

 Peacock field – the purchase of the field is now in the hands of the solicitors. It was agreed a meeting of the newly formed Working Group should be set up to discuss among other things any questions that may need to be raised by the solicitors. **Action M Dissanayake, N Fisk, G Emberlin, R Green & Clerk.**

1. **PLANNING (DW)**

The Dene – discussions took place regarding vehicular access across the Dene by the owners of Dene Cottage. A letter will be sent to the solicitor acting on their behalf. **Action N Fisk & D Woolley.**

The old chicken sheds at West Overton – despite several emails to WC Enforcement there is still no further news regarding the storage containers.

 *Please see attached full report.*

1. **CONSERVATION (RG)**

Ivy Lane in Lockeridge – there are still issues with trees hanging low over the lane and some trees may be in danger of coming down. It was agreed Wiltshire Council should be contacted again and also contact be made with the chicken farm who use this route regularly with their lorries. **Action J Turner**

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

 There is still a tent on footpath 18, it is not known if this is still in use.

1. **EMERGENCY RESPONSE (JT)**

The team is still currently short of a representative from West Overton.

 *Please see full report attached.*

1. **COMMUNICATIONS (AB)**

The following items will be added to the March edition of UKN:

 The date of the Annual Parish Meeting.

 Knights Close refurbishment update.

 Next date for Lockeridge Youth Club.

 Tesco Bags for Help in March & April for Lockeridge Youth Club.

 Emergency response tips and briefings.

1. **WEBSITE (SN & Clerk)**

Sarah Nichols and the Clerk attended a morning training session on how to update the website. The website now has most of the content transferred over from the previous website but more content is still required. A further training session will be required on the management of the site which will hopefully take place in early April. Jill Turner has agreed to attend the management training session. **Action J Turner & Clerk**

1. **LOCKERIDGE YOUTH CLUB (RG)**

 The first session of the Youth Club was held on Thursday 21st February with 7 local children attending and the second session which had a theme of Raspberry Pi Computing, hosted in part by MADT attracted 9 local children and was thoroughly enjoyed by all. Posters advertising the club have been distributed and adverts placed on social media. The Lockeridge Youth Club is currently being promoted in Tesco Marlborough during March and April with the top project receiving £4,000. The next session is a cookery workshop on Thursday 18th April.

1. **ANNUAL PARISH MEETING – 29th APRIL**

Chris Musgrave will be speaking on A Space For Nature up on the Marlborough Downs followed by Helen Vass from SSE on Community Resilience. Linda Davies and Anstice Baring kindly offered to do the refreshments again this year. The date will be publicised in the UKN and invitations to all households in the Parish will go out over Easter. **Action Clerk & Whole PC**

1. **REPORTS FROM OTHER BODIES**

 **Marlborough Area Board**

The next meeting will take place on Tuesday 26th March at 7pm.

Cllr Jill Turner & the Clerk are due to attend.

 **Kennet Valley Hall (NF)**

 The Hall committee are still exploring funding for the roof repairs.

 **Kennet Valley School**

Sent their apologies.

 They are happy to report they have 10 children on the role due to start in Reception in September 2019.

 The Summer Fayre will take place on 7th June.

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

The group have not met since our last meeting.

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

 The accounts for the year to March 2019:

 Balance carried forward from last year: £5919.62

 Total receipts for the year to March 2019: £13779.22

 Total payments for year to March 2019: £12345.76

 The available (cash book) balance at 28 Jan 2019: £7353.08

 Sign Cheques:

The following cheques and invoices were approved & signed:

Retrospective:

Horsey Lightly Solicitors – Peacock Field fees 1202 £650.00

Current:

S Roberts Clerk salary Feb - March 2019 1203 £809.12

S Roberts Clerk expenses Feb - March 2019 1204 £75.25

Innov8Sportz – Lockeridge Youth Club Feb 1205 £110.00

Wiltshire Council – Lockeridge white gate 1206 £285.00

Alzheimer’s Support – donation 1207 £25.00

Innov8Sportz – Lockeridge Youth Club March 1208 £80.00

 The Council approved the Clerk’s annual pay increase from £11.28 per hour to £11.67 as per the NALC National Salary Award for Clerks. (A Baring proposed & J Drew seconded)

 The Council discussed changing over from cheques to online BACS payments. All councillors were in favour. **Action Clerk**

The RFO confirmed the VAT return had been submitted for this year.

 Susanne Stedman has been appointed again this year as Internal Auditor but has requested this be her final one.

 The Clerk was asked to find out from other smaller PC’s if they had registered with the ICO. **Action Clerk**

1. **CORRESPONDENCE**
2. **A.O.B.**

 The meeting closed at 8.45pm. This is the last page of the minutes.

**PLEASE NOTE :** The next Parish Council meeting will be the Annual Parish Meeting to be held on Monday 29th April 2019 at 7pm in the Kennet Valley Hall.