**KENNET VALLEY PARISH COUNCIL 4 – 2022/23**

Minutes of the **PARISH COUNCIL MEETING** held on the 7th November 2022 at 6.30pm in the Kennet Valley Hall.

**Present:** Cllr J Drew, Cllr M Bates, Cllr D Woolley, Cllr J Turner, Cllr M Dissanayake, Cllr A Miller, Cllr C Rogers, Cllr R Richards & Cllr V Hemery & Unitary Cllr Jane Davies

**In attendance:** S Roberts (Clerk)

**PUBLIC PARTICIPATION –** None.

1. **APOLOGIES FOR ABSENCE**

None.

1. **DECLARATIONS OF INTEREST**

None.

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

None.

1. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the 5th October 2022 Parish Council meeting were approved and signed as a true record.

1. **REPORTS**

Cllr V Hemery provided a verbal update on the recent Action for the River Kennet meeting.

Unitary Cllr Jane Davies advised the Council she has arranged a site meeting for the Action for the River Kennet wetlands project at Fyfield in order to liaise with Wiltshire Council about any planning issues.

Cllr Christopher Rogers updated the Council on the recent Kennet Valley Hall AGM.

Unitary Cllr Jane Davies responded to a query about the lack of action from Wiltshire Council regarding the potentially dangerous trees on Ivy Lane in Lockeridge. They are working within their constraints and tree work has to be done in priority order. There is no scope for the Council to carry out the work independently and bill Wiltshire Council.

 Unitary Cllr Jane Davies advised there will soon be the facility to book bus places on an App but there was still no provision for a later evening bus from the villages into Marlborough.

A question was raised as to whether the level of Precept being proposed by Marlborough Town Council was likely to be increased. Unitary Cllr Jane Davies advised Marlborough Town Council were prioritising essential services but due to spiralling costs it was inevitable it would need to be increased.

Unitary Cllr Jane Davies left the meeting.

1. **CLERKS REPORT**

Forge Lane, West Overton – following no response from Aster to numerous emails requesting support for the repairs to the upper portion of the road which is unadopted the local resident requesting support has been informed the Council is unable to be of further assistance.

Youth Club – Youth Action Wiltshire will be contacted shortly to see if they can assist in resurrecting the Youth Club. **Action Clerk**

Play Area signage – a meeting took place on Thursday 3rd November with a local sign company, we await the quotation. **Action Clerk**

Peacock Field – one of the Trustees is questioning some of the terms of the Transfer Agreement, which is incredibly frustrating. Michael Maude has been contacted for assistance. The Council will submit a letter of complaint to the Vendor’s solicitor if the situation is not resolved very soon**. Action Clerk**

Bin on the Dene – the National Trust have agreed to allow a bin to be installed on the inside of the gate on the Dene on their land. Idverde have been contacted to provide a quotation and attend a site visit with the National Trust and one of our councillors on the Dene as soon as possible. **Action Clerk**

Councillor email addresses – there are now only 2 councillors without designated emails up and running. The Clerk will work with them to resolve the issue and if necessary, ask a local IT person to assist. **Action Clerk, Cllr M Dissanayake & Cllr D Woolley**

WALC AGM – Cllr Jayne Drew attended the AGM – which she described as being shambolic.

Health & Wellbeing Group – this group is chaired by Jill Turner and the work of the group is very relevant to our community. The Council agreed to add a regular report on the group under Other Bodies. **Action Clerk**

EV Charging Points – The guidance and criteria has been circulated prior to the meeting. Looking at the criteria the only suitable venue fitting the criteria for funding would be the Kennet Valley Hall. If the maximum funding was applied for, the Council would still have to pay for the balance of the charging point and Wiltshire Council would get all the revenue from it. If the Hall can show it is on demand for hirers a smaller grant of £1,000 can be applied for and KVH could keep the profit but the rest of the cost of the unit would need to be found and all ongoing maintenance costs. A survey of local residents would need to be carried out prior to application submission and also a review of housing without off street parking and of potential usage at the site based on number of users for the Hall. The Kennet Valley Hall Committee have been advised of the grant available and have to date not indicated support for an EV charging point. The Council resolved not to pursue this further.

1. **POLICIES**

The updated Staffing Terms of Reference were reviewed and approved. ***Cllr M Bates proposed, Cllr M Dissanayake seconded.***

Standing Orders – the Council agreed to defer this item to the next meeting due to the possibility of further updates being required. **Action Clerk**

1. **PARISH ASSETS (AM)**

West Overton Bus Shelter – Cllr Christopher Rogers has kindly painted over the graffiti and repainted some of the bus shelter.

It was noted the light is not working. There is no isolation switch for the light therefore the Clerk will arrange for an electrician to safety test the fitting and change the bulb. **Action Clerk**

Jubilee Tree – the Horse Chestnut tree is being cared for by the local resident who has kindly donated it. The Council agreed to ask Rob Duckett to plant the tree as soon as possible and arrange a separate dedication service in the New Year**. Action Cllr Jayne Drew**

Maps of road names to be displayed in the villages to aid emergency services and delivery drivers – given the level of detail required on each map the Council resolved not to pursue this further.

1. **COST OF LIVING CRISIS (JT)**

Cllr Jill Turner attended a recent meeting on the Cost of Living Crisis. Wiltshire Council are constantly updating their website with a dedicated page showing Warm spaces, financial support and other support available. A link to the information is available on our website and Cllr Jill Turner will keep the Council updated on further information as and when it becomes available. **Action Cllr J Turner**

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

The right of way leading from Lockeridge by Chalkys garage to Fyfield near the sewage works is currently almost impossible to navigate. Stephen Leonard at Wiltshire Council needs to be approached to request it be cleared. **Action V Hemery**

The footpath on the side of the A4 has been mown only in patches and requires clearing, especially between Fyfield and Clatford. It was suggested with the increased provision of Parish Stewards this could be requested as a priority. **Action Clerk**

The right of way from Temple Farm at Totterdown Wood is currently impassable. The Clerk agreed to raise the issue with Preshute Parish Council at their meeting the following Monday. **Action Clerk**

Works appear to have started on the moving of a Right of Way in Lockeridge, the Council raised concerns that no formal consultation or notification of this change has been received from Wiltshire Council which would be expected. Cllr V Hemery agreed to investigate further. **Action V Hemery**

1. **STAFFING COMMITTEE (MB)**

The Clerk’s annual appraisal took place at the last Staffing Committee meeting.

The Clerk will consult the WALC advisor on the wording of the revised Contract of Employment ahead of approving and signing in January. **Action Clerk**

1. **OTHER BODIES**

**Kennet Valley Hall** – some of the trees will shortly be removed and replanted to enable the ride on mower to get between them.

1. **FINANCE (DW)**

The Finance Committee met at 10.40 am on Friday 21st October at the Kennet Valley Hall.

Following the free first aid training session provided by the Red Cross, the Council agreed a donation of £50 for their excellent training.

***Cllr A Miller proposed, Cllr M Bates seconded.***

The Council reviewed the current expenditure for 2022/23. It was noted most of the additional expenditure this year had been spent on maintenance of trees.

The Council considered and approved the draft budget for 2023/24.

The Council discussed the Finance Committees recommendation to reduce the Precept to £24,000 which was the level of 2021/22. After much discussion and taking into consideration rising costs the Council agreed to a marginal reduction of the Precept and resolved to set the Precept for 2023/24 at £25,000. ***Cllr M Dissanayake proposed, Cllr J Turner seconded.***

The Council reviewed the Asset Register for 2022/23 and the Risk Assessment for 2022/23 including the amendments recommended by the Finance Committee. Both were approved unanimously.

The accounts for the year to Nov 7th 2022:

Balance carried forward from last year: £22707.43

Total receipts for the year to Nov 2022: £47884.47

Total payments for year to Nov 2022: £34923.26

The available (cash book) balance at 7 Nov 2022: £35668.64

The Council approved current BACS payments:

S Roberts – Clerk’s salary November

S Roberts – Clerk’s salary December - post-dated

S Roberts – Clerk expenses Oct/Nov

S Roberts – Paint for Bus Shelter & brushes £51.75

N A Rammage – Grass cutting Aug to Oct £460.00

1. **COMMUNICATIONS**

Items to be added to the next edition of UKN:

The Council briefly discussed the Coronation with the idea of a Hog Roast in the afternoon or evening with some live music.

A suggestion was made for the Annual Parish Meeting to ask the U3A to speak, to ask ARK if they wished to have a display and to have a food collection for the Devizes and District Foodbank.

Items for inclusion in UKN:

1. Winter tips
2. Councillor vacancies
3. Coronation – call for volunteers and ideas
4. Warm spaces
5. Hi viz jackets reminder
6. **AGENDA ITEMS FOR THE NEXT MEETING**

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

1. Annual Parish Meeting
2. The Coronation
3. Memorial trees
4. Avebury Parish Council Transport Committee

The meeting closed at 8.10 pm.

The next Parish Council meeting will take place on Monday 9th January at 6.30pm in the Kennet Valley Hall.

This is the last page of the minutes.