

**RATIFIED MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF QUIDHAMPTON
PARISH COUNCIL HELD ON 26th MAY 2015 IN THE VILLAGE HALL.**

Present; Cllrs Bass, Cripps, Edge, Hampson, Roberts (Chair), Rowley and Taylor.
In attendance; Mrs C Churchill (Clerk), Wilts Cllr Edge. 3 members of the public.
Apologies; Cllrs C and V Frank.

Two Parishioners addressed the council on the allocation of primary school places.

- The catchment area is huge and based on the parochial boundary, people in Bemerton Heath are in catchment for two or three other schools.
- Quidhampton children are only in catchment for Lower Bemerton.
- Assured on two separate occasions that although the school was oversubscribed in recent years, Quidhampton children had priority.
- Concerned about house values as school catchment is considered.

Report from the Wilton Rural Neighbourhood Police Team. PC Jung reported;

- Nothing to report re reported crime in the parish.
- Now involved with HGV reports in Lower Bemerton.
- Still at Wilton but feels a decision will be made in the next four years and hopes the community will work together.

Report from Wiltshire Councillor Mr Peter Edge.

- Green bin changes, 47,300 have signed up for the charged collection and predicted savings of £1 million.
- SWWAB on 3rd June at Dinton. A special focus on older people.
- Update on BT broadband on 8th June.
- Demonstration on defibrillators on 8th June (after the BT meeting).
- Salisbury Magna Carta pageant on 13th June.
- WC Annual Meeting – likely to be on the environment select group.

Cllr Roberts opened the meeting at 7.31pm

15/039. Election of a Chairman for the council year 2015 – 2016.

Quidhampton PC resolved to elect Cllr Roberts as Chairman for the council year 2015 – 2016.

15/040 Signing of the Acceptance of Office. The newly elected Chairman to sign the Declaration of Acceptance of Office of Chairman.

Cllr Roberts duly signed the Declaration of acceptance of office.

15/041 Election of a Vice - Chairman for the council year 2015 – 2016.

Quidhampton PC resolved to elect Cllr Edge as Vice - Chairman for the council year 2015 – 2016.

15/042 Signing of the Acceptance of Office. The newly elected Vice - Chairman to sign the Declaration of Acceptance of Office of Vice - Chairman.

Cllr Edge duly signed the Declaration of acceptance of office.

15/043 Apologies for absence were received from Cllrs C Frank (conflicting social enagement) and V Frank (work).

Quidhampton PC resolved to accept the apologies for the reasons given.

Local Government Act 1972 s85(1)

15/044. Chairman's announcements. There were none.

15/045. Exclusion of the press and public. None required.

15/046. Council meeting minutes

- (i) to confirm and sign the minutes of the parish council meeting held on 24th March 2015. Quidhampton PC resolved to accept the previously circulated Minutes which were taken as read and approved without amendment and signed by the Chairman.
- (ii) to confirm and sign the minutes of the parish council planning meeting held on 20th April 2015. These Minutes were unavailable, Clerk to recirculate and put on the next agenda.

15/047. Interests.

Cllr Roberts stated he was now retained to work by WC in the communications department.

Cllr Cripps declared a personal interest in item 15/063.

Clerk reminded Cllrs to update their registers online when changes occur.

Clerk to resend password.

Clerk

Localism Act 2011, section 31.

Finance

15/048. Year ending 31st March 2015.

(i) To note the report from the Internal Auditor.

Quidhampton PC noted that the Internal Audit had been completed and no matters raised.

(ii) To agree the Annual Governance statement for Quidhampton Parish Council.

Quidhampton PC went through the Annual Governance Statement which was signed by the Chairman and Clerk.

(iii) To approve the accounts for the year ending 31st March 2015

Quidhampton PC approved the accounts for the year ending 31st March 2015.

(iv) To sign the Annual Return for Quidhampton Parish Council

The Chairman and RFO signed the Annual return.

15/049 To appoint representatives for the forthcoming year.

Quidhampton PC resolved to appoint the following representatives.

Flood Warden	Cllr Taylor
Recreation Ground WG	not required.
Website	Cllrs Cripps and Hampson.
Marquee	Cllr Rowley
20mph WG	Cllrs Cripps, Frank and Taylor
Village Hall	Cllrs Bass and V Frank
Planning	All Cllrs
SWWAB	All Cllrs

15/050. To confirm the dates for Quidhampton Parish Council meetings for the forthcoming year.

28th July, due to the unavailability of Cllrs this date was changed to Monday 20th July, Clerk to check hall is available.

22nd September

24th November

26th January

22nd March

24th May.

Quidhampton PC resolved to meet on the dates listed above.

15/051. Update of actions from the Meeting dated 26th March 2015.

15/052. Update of actions from the Planning Meeting dated 20th April 2015.

The response to the land east of Pennard was submitted.

15/053. Highways.

- (i) **20mph speed limit.** The metrocount request has been submitted and should take place before the school holidays.
- (ii) **Highways meeting held on 28th April.** Cllr Hampson reported, report attached. Quidhampton PC thanked Cllr Hampson for her excellent report.
- (iii) **Condition of the A3094.** Correspondence has been received regarding the surface of the A3094. Last year the road was down for resurfacing but a recent decision overturned this.
 - **Quidhampton PC to consider what action to take re the current condition of the A3094.**
Quidhampton PC resolved to take no action, should the surface becomes a safety issue then the matter will be reconsidered.
 - **Quidhampton PC to consider whether HGV use of the A3094 should be restricted and HGVs directed along the A36**
Quidhampton PC resolved to take no action at this time on this item.
- (iv) **CATG report.** Clerk attended.
 - The two sites going forward for assessment for a 20mph limit / zone are Fovant and Quidhampton. The assessment costs £2500 per parish but no contribution is required from the parish for this. (It was expected the assessments would be done in the Autumn but the Highway Officer has managed to arrange for them to be done before the school holidays, the map showing where the metro count will be placed has been circulated).
 - The remaining budget for the year is £17,000.
 - The roads scheduled for resurfacing were listed, none in the vicinity of Quidhampton.

Finance.

15/054. Year ending 31st March 2016.

(i) To note the balance of the accounts

Quidhampton PC noted the balance of accounts stands at £13,407.57 which includes a ring fenced sum of £2776.45

(ii) To review and approve terms of expenditure as detailed in schedule of payments.

Quidhampton PC authorised payments totalling £1354.88

Local Government Act 1972 s150(5). Account and Audit Regulations 2008

15/055. Quidhampton Recreation Ground.

(i) To receive an update on the maintenance issues.

Clerk to purchase the trimmer head for the brushcutter. Max £50 plus VAT.

It was reported that the wild area was looking rather lovely as the flowers could be seen.

15/056. Footpath between Netherhampton and Quidhampton along the A3094. Wiltshire Cllr

Edge gave a verbal report.

Graham Axtell has looked at the site and will provide costings.

Quidhampton PC resolved to support Wilts Cllr Edge in gaining this path.

15/057. To receive brief reports from Cllrs. There were none.

15/058. Parish Noticeboard. This was repainted last year by a parishioner but is in need of attention. The Clerk has recently had issues with repeated notices being displayed, the board was previously locked but the lock has disappeared.

Quidhampton PC asked the Clerk to contact Mr Duffield and ask for an opinion re repairing or replacing.

Clerk

The lock is to be replaced and only Parish Council notices should be displayed on the locked side.

15/059. CCTV. To consider installing CCTV at either end of the village. Cllr Edge reported requests had been made.

Quidhampton PC resolved to take no further action on this matter.

15/060. Boundary Review, to receive an update if available.

No report was available.

15/061. Transparency Code. This came into effect on 1st April and the deadline for compliance is 1st July. The Government have allocated funding for parishes that require websites or computers (details are still unknown).

To confirm whether QPC should apply to the fund for computer equipment for the Clerk.

Quidhampton PC resolved that the Clerk should apply for funding when details become available. Clerk

15/062. Planning. To receive a report on the application for land east of Pennard.

No decision has been made, the application was not called into committee so will not be discussed at a Southern Planning Committee meeting.

15/063. Allocation of primary school places for Quidhampton residents. Quidhampton PC has been made aware that children from the parish have not been allocated a place at St John's, Lower Bemerton unless they have a sibling already attending. St John's is the only school within walking distance.

Quidhampton PC resolved to write to the Chair of Governors (cc Cllr Peter Edge and John Glen, M.P.), to request a meeting.

15/064. Clerk's Report.

SWWAB meet at Dinton on 3rd June – special focus on older people

BT Broadband update at Dinton on 8th June

Defibrillator demonstration at Dinton on 8th June (after the BT update)

SW OFWG meeting on 17th June

Attended a CiLCA session at WALC and a SLCC branch meeting on insurance.

15/065. To note agenda items for the next meeting to be held on Monday 20th July 2015.

Please note all agenda items should be sent to the Clerk by 9am on Friday 10th July.

Footpath in the parish.

Cllr Roberts closed the meeting at 20.58pm.

Wiltshire Council – Highway Maintenance Meeting

Tuesday 28th April 2015 at the City Hall, Salisbury

Speaker: Adrian Hampton – Head of Service South and with contributions from Bill Parks – Head of Services Local Highways

Also present was Andy Cole (Area Engineer) and Tim Woolford (Area Manager)

This was a meeting on the topic of the Budget for Highway Maintenance (not the new roads etc – purely maintenance) for the coming financial year. It was attended by councillors and Highway Maintenance Officers.

It was stated that the information being given was completely new and would be news to the officers from Wiltshire Council present.

This is the summary of the information given:

- **Revenue Reductions** – down to £6m in 2015/2016 down from approx £11m
- Effects of revenue reduction are as follows:

1. Service

- In future will only be providing safety and statutory services. If more is needed, then they're sorry but we will need to deal with it ourselves.
- WC are moving to be a "reactive" service.
- Contract year starts on June 1st.

2. Communication

WC recognises that they need to improve communication and feedback when issues are raised and logged on their system.

3. Staffing

- Reduction in staff numbers and re-organisation – so WC is somewhat disordered at present.
- Their Back Office is now considerably smaller so this affects feedback. They are trying to automate the service more.

4. Maintenance - Gulleys

- The 82,000 gullies will be emptied ONCE a year only and to a defined schedule
- Emptying will only take place at other times for perceived EMERGENCY work, e.g. flooding of houses or causing an accident on high speed roads.

It was pointed out by a member of the audience that one of the gullies in her village had not been emptied and was causing a problem. She was advised that all gullies had to be cleared before the end of May so it would be done by then. Upon pressing the matter as to why it had been missed, it became apparent that there is no work sheet defining where all the gullies are, so they get missed. "Mistakes are made" he said. ([Have any of our gullies been missed in the past?](#))

5. Amenity Grass Cutting

- To be done as per a schedule and not at other times.

It was stated that there was a map somewhere and if it's not on that map, then it's not getting done. They said that they'd find the map and send it out.

I looked this up and found some minutes where Bill Parks advised that Wiltshire Council were required to cut the grass once it had reached a length of 125mm and no lower than 120mm.

6. Rural Grass Cutting

- This used to be done two or three times a year but in 2014/2015 it was only done once. In future it will only be once a year.

7. Cleaning of Highways

Focus will be on cleaning the dirty streets – which is about 20% of the total.

8. Pot Holes

Last year they dealt with 8,428 pot holes. Big cost. In future will only be worked on if the “Highway Intervention Manual” requires them to do so.

A company called “Atkins” reviews the potholes and then marks and prioritizes them for Balfour Beattie to fix. However, even if they go on the list to be dealt with, it often is the case that more urgent jobs come in and then the original issue moves further down the list.

9. Litter

Apparently they had 2,084 incidents of fly tipping last year which cost a lot of money to deal with.

Only acted upon if reported and found to be in breach of statutory guidance. They will comply with the “Well Maintained Highway – Code of Practice for Litter and Refuse” and no more.

WC cannot pick up waste from private land. Balfour Beattie (the sub-contractors for this service) have a commercial collection service and are withdrawing from providing services to remove litter from private land including that owned by parish councils.

There will be a fine of £50 if private bags of rubbish are left next to litter bins. (Don't know how they're going to enforce that or if they will pick up any bags left there).

They would welcome parishes doing a “Community Day” to pick up litter and can support this by providing litter picking implements etc. They will then be happy to pick it up. Insurance for such an activity needs to be handled by the parish council as a community activity.

Litter collection on main roads such as the A36 and A303 will be driven by the relevant Code of Practice. These roads will be picked by WC from one end to the other.

It may be of interest to know that they will pick up dead domestic pets from roads. Apparently they freeze them, check them for chips and if there return them to their owners.

They said that they are not responsible for picking up rats, pigeons and squirrels.

Any problem such as glass on road should be reported via the WC problem helpline (or app) and this will be given priority.

(I checked the two bins in Quidhampton today. The one near the bus-stop at the Coronation Square end was full and the one in the centre of the village near the pub was nearly full as it

had what seemed like a large curtain and some rubble in it. Can we consider getting signs that say £50 for misuse of bin?”)

10. Playgrounds

There are 184 play areas throughout Wiltshire. They have only £140k per year to look after them all and this isn't sufficient and therefore only general maintenance can be done. They said they would love to asset transfer them to local parishes.

11. Street Name Plates

These all go to Balfour Beattie but can take up to 12 months to produce.

12. Vandalism

Any vandalised litter bins will not be replaced. If there needs to be a new bin, then the parish must fund this and as this will be their asset, WC will not empty it.

Any vandalised bus shelters will need to be replaced by the parish. If not, it will be taken away. Not sure who was to fund the cost of that – but I expect it's the parish!

Any vandalised slides/swings in play areas won't be replaced. It will be down to the parish to pay. (Do we need to consider the implications if a broken item causes injury?)

Possible actions

There is mention of maps showing where Wiltshire Council is required to take action, e.g. for grass cutting. They said they would send these out but I don't know if they have. Ask Claire.

Any maps they have with information on the village on which they are basing their actions should be checked. This will ensure that we know that they have the correct information for the village and take responsibility for helping Wiltshire Council to do the best possible job they can with their reduced staff numbers and funding.

It would appear that WC has no maps for the position of the gullies so cannot pass on this information to Balfour Beattie. Could we confirm where they actually are and then confirm this with Wiltshire Council. Once WC is told of their exact position, they can pass this information on in an appropriate manner to Balfour Beattie to ensure that there is no possibility of them being missed.

It would appear that Wiltshire Council has high level policies in place but work needs to be done on procedures at a day to day level. With a reduction in staffing, it is possible that this situation will not improve. Perhaps we need to help them help themselves.