

DRAFT MINUTES OF A VIRTUAL MEETING OF QUIDHAMPTON PARISH COUNCIL HELD ON 22ND SEPTEMBER 2020

This meeting was held virtually using zoom, hosted by Cllr Taylor.

Present; Cllrs Bass, Cripps, Hoare, Rowley, Smith, Taylor, West and Whelan.
In attendance; Mrs C Churchill (Clerk). Wiltshire Cllr Pauline Church. 1 member of the public.

There were no questions or statements from any members of the public.

Report from Wiltshire Cllr Pauline Church.

- The A36 roundabout at Wilton is due to be cut this week and finished the following week.
- Stakeholder meeting regarding Wilton Parkway in mid October, the bid has to be submitted in November and goes through the MP.
- Wiltshire Council has given out £91million covid grants.
- A new recovery grant of £1-3k is available for small and medium businesses, application via the Swindon and Wilts LEP.
- The Leader of WC continues to email out updates particularly re covid., as of 20th September there were 1559 cases, 5 recorded cases in workplaces but no current clustering.
- Ten reported cases in education settings, there has been a positive start to the school year with attendance at 80% plus.
- Wiltshire Council has given out 1240 digital devices to disadvantaged children.

Questions (in italics);

Is there any specific covid data for Salisbury?

None available but data is available from the government site.

Are there any parts of the business as usual that might affect Quidhampton?

No, WC has to provide a statutory duty and all statutory duties are being done, but not meeting other targets as quickly as wished.

Are WC putting plans together for Brexit?

There is a Brexit plan.

WC will have to run a response and recovery plans at the same time.

Cllr Rowley opened the meeting at 7.50pm

0659. There were no apologies for absence.

0660. Council meeting minutes – to confirm and sign the minutes of the virtual parish council meeting held on 28th July 2020.

Quidhampton PC resolved to accept the previously circulated Minutes which were taken as read, approved without amendment and will be signed by the Chairman when possible.

Local Government Act 1972 sch 12 para 41(1)

0661. Council meeting minutes – to confirm and sign the minutes of the virtual parish council meeting held on 25th August 2020.

Quidhampton PC resolved to accept the previously circulated Minutes which were taken as read, approved without amendment and will be signed by the Chairman when possible.

Local Government Act 1972 sch 12 para 41(1)

0662. Exclusion of the press and public. To agree any items to be dealt with after the public, including the press, have been excluded under. Not required.

Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100.

0663. Interests.

- (i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.
None declared.
 - (ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.
None received
 - (iii) Cllrs to confirm that their register of interests on the WC website is up to date. Cllrs were reminded that it is their responsibility to keep their register up to date. *Localism Act 2011. S 33.*

0664. Quidhampton Recreation Ground.

- (i) Grass cutting. Please see the attached report showing options available. Quidhampton PC considered the 4 quotes provided and questioned the VAT registration (two quotes were not VAT registered). It was confirmed that three of the four contractors quoting were used by other local councils. It was confirmed that all four quotes complied with insurance and public liability requirements. Thanks were recorded to Cllr Whelan for preparing the information. Quidhampton PC resolved to accept Quote 3. Cllr Whelan abstained from voting due to her involvement in preparing the information. The contract to start in March 2021. Cllr Whelan will pass all the quote information to the Clerk for filing. Cllr Whelan
Cllr Whelan will speak to Mr Stirman. Cllr Whelan

(ii) To agree the draft grass cutting contract as circulated with this agenda. Cllr Whelan had drafted a contract. Quidhampton PC resolved to adopt this contract.

(iii) To confirm who will undertake a weekly visual check of the recreation ground. Cllrs Smith and West will undertake the weekly check. Clerk to provide the weekly check sheets. Cllrs Smith and West will meet with the Clerk shortly. Clerk

(iv) To receive an update on the following;

 - Rolling the recreation ground, remains ongoing due to covid restrictions making getting the equipment difficult Ongoing
 - Moles. Cllr Taylor reported no issues.
 - Removal of the rubbish. Cllr Rowley will check this before the next meeting.
 - New safety surfacing. Clerk has contacted the supplier who eventually replied after chasing, they suggest the weeds are airborne and asked about the weedkiller maintenance. Clerk has requested they attend a site visit and will continue to pursue this. Clerk

If necessary the Clerk will get an independent opinion. Clerk

(v) Fence. The Clerk has contacted the farmer and the landowner regarding the fence. The landowner also emailed the farmer but as yet no response. Ongoing

(vi) Trees at the recreation ground. Cllr Rowley has spoken to a contractor regarding maintenance of the existing trees. He verbally reported to the Clerk that the trees requiring cutting back (pruning) and would charge a day rate. Quidhampton PC resolved that the report should be in writing and will be considered at the next meeting. Cllr Rowley will speak to the contractor. Cllr Rowley

- (vii) Vegetation surrounding the recreation ground. The brambles in the top right corner (by the stile) require cutting back. This will be considered with the tree maintenance.
- (viii) Benches in the recreation ground. Both benches need maintenance. To consider quotes.
A verbal quote was provided but this has been requested in writing. Ongoing
- (ix) Cleaning of the play equipment. All of the equipment would benefit from a thorough clean. As yet no date has been agreed but it will be done. Ongoing
- (x) The annual inspection will be carried out by RoSPA in September or October, once the report is received this will be circulated electronically. This information was noted.
- (xi) To consider any complaints made regarding the use of the recreation ground. None received.

0665. Highways.

To receive an update of available on:

- (i) Lower Road – traffic calming scheme. This was discussed at the Community Area Transport Group (CATG) meeting held on 9th September, Cllrs Smith and Taylor attended. Wiltshire Cllr Pauline Church has discussed funding from the Netherhampton development and whilst there is a possibility it will not be before 2024 and will face “stiff competition”.

The scheme did not get into the Top 5 priority list. If the scheme is put into the Top 5 priority list then more detailed design work can be carried out with a view to making a substantive bid in 2021 (it is assumed there will not be any substantive bids in 2020).

Quidhampton PC was advised to review the scheme and confirm it wishes the whole scheme to be put forward. The scheme currently consists of;

- Speed table at the bottom of Skew Rd
- Build out by Lock's Lane
- Speed table by the White Horse
- Speed table by Nadder Lane

Quidhampton PC resolved that the scheme will remain as it is and once the design work (inc costing) has been undertaken the scheme will be reviewed.

Quidhampton PC discussed the problem of needing to get into the Top 5 in order to get the scheme costed. Clerk explained this is how the CATG system works.

The date of the next CATG meeting has yet to be confirmed, Clerk will inform Cllrs Smith and Taylor once the date is received. Clerk

- (ii) A3094 – request for a metrocount, this request is in the system but there is a backlog due to covid-19 delays. Quidhampton PC noted this information.

- (iii) Requests made by Quidhampton PC re

Complete the cycle route from Park Wall junction to Lower Rd.

WC Highways is currently working on this route and negotiations continue with the land owners, Wilton Estate. The latest scheme drawings for the northern and southern ends are attached for information.

Improve national cycleway signage

This would be done once the scheme is completed.

Complete a path from Lower Rd to Netherhampton running alongside the A3094

This is a scheme on the Salisbury Town Cycle Network and will be included in the forthcoming Salisbury Local Cycling and Walking Implementation Plan. WC Highways is focussing on the higher priority paths right now (like the Quidhampton route), but also the Wilton Hill to Fugglestone path, Minster St (Wilton) path, Devizes Road cycle facilities, and Cow Lane/London Road link.

Raised footway near Bemerton Farm where the path floods.

As this is in the Salisbury CATG area it would be a good idea to raise it as a CATG issue for them to discuss.

Pedestrian walkway to be put in Foothill and Skew Rd – similar to the one in Church Lane, Lower Bemerton.

This can be looked at this as part of the Lower Road scheme that is being put together but unsure that there is the carriageway space without limiting the direction of travel or closing it off.

Quidhampton PC noted the information provided.

Wiltshire Cllr Church will try and push the Bemerton path with Salisbury.

- (iv) Update on planned improvements to the Park Wall traffic lights. Funding has been earmarked from the Netherhampton (640 houses) development to improve the junction. The planned improvements will be rephasing of the traffic lights.

Quidhampton PC noted the information.

- (v) The pedestrianisation of Salisbury is due to start in October.

Quidhampton PC noted the information.

0666. **Parish Steward.** All issues should be reported using MyWiltshire (anyone can report an issue) as it is then logged onto the system.

No issues were reported.

0667. Year ending 31st March 2021.

- (i) To note the balance of the accounts

Opening balance £15,425.07

Total receipts £ 5,752.42

Total payments £ 5,509.06

Closing balance £15,668.43

Unpresented cheques £0.00

Balance of parish bank accounts £15,668.43. This includes previously authorised funds of £6687.34 leaving an available balance of £8,981.09

Quidhampton PC resolved to note the financial information provided. There were no questions.

- (ii) To note the current authorised funds held by Quidhampton PC

Quidhampton PC resolved to note the authorised funds, details had been circulated with the agenda.

- (iii) To note the current budget.

Quidhampton PC resolved to note the current budget / spend.

- (iv) To note payments made since the last meeting.

The outstanding invoices had been received and had been paid, all listed on the payments spreadsheet.

- (v) To authorise payments due.

Quidhampton PC resolved to authorise payments totalling £536.90

The invoice for the playground inspection will arrive with the report and possibly require payment before the next meeting. Clerk will notify Cllrs when the invoice arrives. Clerk

0668 Safeguarding Policy for Quidhampton PC. Cllr Whelan has drafted a Safeguarding Policy which was circulated with this agenda.

A discussion was held on whether a named person is required for safeguarding and what level of training is required for Cllrs.

Cllrs asked where the policy originated from.

Quidhampton PC resolved to defer this to the next meeting.

All Cllrs are requested to read the policy and email comments / questions to Cllr Whelan by 4th October. Ongoing

0669. Planning for the Future consultation. There is currently a consultation on proposed changes to the Planning System, there are also consultations on;

- Changes to the current planning system
- Transparency and competition.

Quidhampton PC resolved not to make a response.

Cllrs and members of the public are welcome to respond as individuals.

0670. To consider how to respond to any planning applications made after the publication of this agenda. There were none. *Town and Country Planning Act 1990. Sch 1, para 8.*

0671. To receive updates on the following;

(i) **Defibrillator.** The cabinet has been put up and the contractor paid. The height of the signage was questioned, it was explained that additional signage had been ordered but the signage currently displayed was displayed to the requirements.

(ii) **Speed Indicator Device.** This has been ordered, delivery expected mid to end October. The locations for siting the SID are being discussed with WC Highways and Street Lighting. Ongoing

(iii) **Parish Map.** Cllr Cripps reported no progress. Ongoing

0672. To receive an update of actions from the meeting held on 28th July and 25th August.

1. Wiltshire Council Cllr Church circulated information on the walking scheme.

2. (0637.iv) The litter bin has been moved.

3. (0638) The extraordinary meeting took place on 25th August.

4. (0639.ii) The asset register has been updated to inc the keyholder for the marquee.

5. (0639.vi) The audit papers were signed and the certificate sent off. The notice is currently on display on the parish council notice board.

6. (0640.vi) Clerk has paid the grass cutting invoices as agreed and no further invoices have been received.

7. (0642) The House Finder has been sent to the printer for printing.

8. (0647) The defibrillator cabinet has been installed and the defibrillator is now in place. Training is ongoing due to current restrictions regarding covid-19.

9. (0657) The speed indicator device has been ordered.

Quidhampton PC noted the updates listed above.

0673. Quidhampton PC website and Councillor emails

(i) Cllr Emails – Cllr Cripps reported no progress since the last meeting. Ongoing

(ii) Cllr ‘pen portraits’ for the website. Not all Cllrs have sent their ‘pen portrait’ to Cllr Cripps for uploading onto the website, please send these if not already done so. Ongoing

(iii) To note any issues regarding the website. Cllr Cripps reported there had been an issue but this was now resolved.

0674. Climate Change Working Group. To establish a climate change working group¹ for the parish.

Quidhampton PC resolved to establish a Climate Change Working Group.

Next meeting – to adopt the terms of reference.

Cllr Taylor will circulate a draft and requested comments are sent to him so a final draft can be circulated with the agenda. All Cllrs

0675. To receive brief reports from Cllrs.

¹ A working group may consist of both Cllrs and non clrs, it may meet in private but is unable to make any decisions. A working group makes recommendations to the Council. All recommendations must be clearly stated on the agenda.

Marquee frame – should this be taken down? Cllr Hoare confirmed plans were in progress re taking this down.

Community Speed Watch continues to operate, a recent shift recorded a vehicle travelling at 46mph. The Police continue to support the local group.

Complaint received about the path at the rear of Coronation Sq. It was confirmed this had been cut (that day).

Cars parking on the pavement outside The Old School House making the footpath difficult to use (impossible for those with prams / pushchairs or wheelchairs).

The nature project is up and running, it has a website and people are interested in membership. Cllr Whelan was thanked for her recent bug house building sessions held in the village.

The Quidhampton photo competition is proving popular with many entries, the deadline has been extended.

0676. Clerk's Report.

CATG virtual meeting – details sent to Cllrs Smith and Taylor.

South West Wilts Area Board virtual meeting – details circulated.

Email from Wilton Estate regarding the trees at Netherhampton corner – notice sent to the newsletter editor.

Attending a planning webinar

Attended an online climate discussion with Frome TC

Attended study days (virtual) for community governance course

Press release issued for the defibrillator, this was published on the New Valley News website and also the community matters for SWW weekly newsletter. It was also published in the village newsletter.

Quidhampton PC noted the information, there were no questions.

0677. Meeting dates for Quidhampton PC. To confirm the date for the May 2021 meeting. This is ongoing subject to hall availability. Ongoing

0678. To note agenda items for the next meeting to be held on Tuesday 24th November 2020.

Please note all agenda items should be sent to the Clerk before 9am on Thursday 12th November 2020.

Cllr Rowley closed the meeting at 10.01pm