

DRAFT MINUTES OF A VIRTUAL MEETING OF QUIDHAMPTON PARISH COUNCIL HELD ON 26th JANUARY 2021.

This meeting was held virtually¹ hosted by Cllr Taylor.

Present; Cllrs Cripps, Rowley, Smith, Taylor and West.
In attendance; Mrs C Churchill (Clerk). Wiltshire Cllr Pauline Church. 4 members of the public.

Questions or Statements

Mr Cater wished to thank Kate for her fantastic efforts recently with volunteering.

Report from Wiltshire Cllr Pauline Church.

Cllr Rowley opened the meeting at 7.53pm.

0700. There were no apologies for absence.

0701. Council meeting minutes – to confirm and sign the minutes of the virtual parish council meeting held on 24th November 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.

0702. 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.

0703. 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 confirmed that their register of interests on the WC website is up to date. Cllrs are reminded that it is their responsibility to keep their register up to date. *Localism Act 2011. S 33.*

0704. To co-opt Cllrs onto Quidhampton PC. There are currently four vacancies which may be filled by co-option having been advertised.

Three parishioners have expressed an interest in standing with one having confirmed he is eligible to stand.

To co-opt up to four people onto Quidhampton PC.

Please note that a successful candidate will have to sign the Declaration of Acceptance of Office before being able to partake in the meeting.

Mr Tim Duncalfe from Lower Rd stood for co-option and having been duly nominated and seconded, Quidhampton PC resolved to co-opt Mr Duncalfe onto the Council.

Ms Pauline Donne from Lock's Lane also wished to stand for co-option, and having been duly nominated and seconded, Quidhampton PC resolved to co-opt Ms Donne onto Quidhampton PC.

0705. Safeguarding Policy for Quidhampton PC.

To adopt the Safeguarding Policy

Quidhampton PC resolved that the rules currently displayed at the entrance to the recreation ground would be attached to this policy.

Clerk to email the rules to all Cllr.

¹ In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Quidhampton PC resolved to adopt the Safeguarding Policy.

0706. Quidhampton Recreation Ground.

- (i) To note that the weekly visual check of the recreation ground is being undertaken and recorded. Noted.
- (ii) To receive an update on rolling the recreation ground Cllr Rowley confirmed this will happen when the current restrictions are lifted. Ongoing

- (iii) Fence. To receive a report from Cllr West regarding quotes and the stock fence.

Six contractors have been approached and three visited the site, all agreed that the fence needed to be replaced rather than repair. Concern was also raised at the trees and bushes growing on the eastern and southern side.

Companies have been asked to quote on replacing the northern and western side, as a first priority, with the east and southern sides as a second priority.

Cllr West has spoken to the farmer who has committed to putting up a stock proof fence but as yet this hasn't been put in.

- (iv) Safety Surfacing. There has been no progress on this due to the current Coronavirus restrictions. An independent opinion report is required to be sent to the vendor who installed the surfacing.

- (v) Trees at the recreation ground. To consider a report regarding maintenance of the existing trees which require pruning.

- (vi) Vegetation surrounding the recreation ground. To include maintenance to the trees and brambles. Cllr West to try to source a professional report to identify requirements and options. A budget of up to 200.00 was agreed for this report. To include item (v) above.

- (vii) Benches in the recreation ground. Both benches need a little maintenance. To consider quotes.

Bench 1 – the metal ends and support could be prepared and powder coated and the wooden slats replaced. It was agreed to keep this bench.

Bench 2 – this is situated behind the football goal. It is a concrete and wood bench, the concrete supports are damaged.

It was agreed this bench would be disposed of.

- (viii) Cleaning of the play equipment. To receive an update on the cleaning. It was agreed to have a cleaning and maintenance day in the Spring with a working party. Cllrs Smith and West to advise when date has been set.

- (ix) The annual inspection has been received, to note the report as circulated with the agenda. It was agreed Cllrs Smith and West would visit the playground, review the suggested follow up items, and report back recommendations by email to the council for their consideration.

- (x) To consider any complaints made regarding the use of the recreation ground.

0707. Highways.

To note the following updates on:

- (i) Lower Road – traffic calming scheme. Cllrs Smith and Taylor attended a virtual CATG meeting on 16th December. The scheme was not placed in the Top 5 but after a little last minute pleading, it was agreed that Ms Watts from Highways would look at the scheme in preparation for a substantial highways bid.
- (ii) A3094 – the results from the metrocount has yet to be uploaded onto the website along with the explanation about the 85th percentile. Cllr Cripps.

(iii) Speed Indicator Device. This has been delivered and is currently up. The NAL sockets have been requested and are on the list but unlikely to be installed until the end of the financial year, the current location is the only permitted location until the NAL sockets are installed. Three NAL sockets have been requested for;

- A3094
- Lower Rd between the White Horse and Sovereign Close
- Lower Road at the bottom of Foots Hill

0708. Parish Steward. To note items to be added to the list. All issues should be reported using MyWiltshire (anyone can report an issue) as it is then logged onto the system.

0709. Vacancy for Parish Clerk. The Parish Clerk has resigned and finishes at the end of January.

- To agree a Staffing Panel to recruit a new Parish Clerk. It was agreed Cllrs Rowley, Taylor, and West would be the panel.
- To agree to advertise for a new Parish Clerk
- To confirm the contact address for Quidhampton PC. Only the email address will be used
- To confirm the contact email for Quidhampton PC. This is parishclerk@quidhampton.org.uk
- To confirm that the current Clerk will handover all documents to the Chairman.

0710. Year ending 31st March 2021.

(i) To note the balance of the accounts

Opening balance £15,425.07

Total receipts £11,502.80

Total payments £ 9,991.10

Closing balance £16,936.77

Unpresented cheques £2,300.42

Balance of parish bank accounts £19,237.19. This includes previously authorised funds of £6687.34 leaving an available balance of £10,249.43

- To note the current authorised funds held by Quidhampton PC
- To note the current budget
- To note payments made since the last meeting.
- To authorise payments due.

0711. To consider how to respond to any planning applications made after the publication of this agenda.

0712. To receive updates on the Parish Map. Cllr Cripps

0713. To receive an update of actions from the meeting held on 24th November.

1. (0688) The Policies have been uploaded to the parish council website.

The Code of Conduct was adopted on 24th July 2012 (minute ref 12/075)

2. (0689) Clerk has not yet spoken to Mr Dawson re the shed. The mower and strimmer have not yet been collected from Mr Stirman.

3. (0691) The Precept of £11,500 has been requested.

4. (0696) Defibrillator and spares – Cllr West updated that the new landlords at the White Horse have confirmed they are happy to continue to have the defibrillator located at the rear of the pub and to keep the spares in their storeroom.

5. (0696) Cllr Rowley wrote an article for the village newsletter regarding Cllr vacancies.

All other actions appear as agenda items.

0714. Quidhampton PC website and Councillor emails

(i) Cllr Emails – to confirm all Cllr emails are now active and in use.

(ii) Cllr 'pen portraits' for the website. To confirm that all Cllrs have sent their 'pen portrait' to Cllr Cripps for uploading onto the website.

(iii) To note any issues regarding the website

0715. To receive brief reports from Cllrs. Please note that these reports are for information only and no decisions or resolutions may be made on any items not clearly stated on the agenda. Access to the recreation ground, particularly in an emergency but also the contractor as the path is often blocked by parked cars.

Cllr West reported that the new grass cutting contract will start in March / April and vehicular access to the track to the recreation ground will be required by the contractor for their equipment on the days of their visits. As there are sometimes cars blocking this access Cllr West highlighted this could be a problem. Potential solutions were discussed.

Cllr Taylor highlighted the information from Wiltshire Council Highways Engineer emailed to councillors by Wiltshire Cllr Pauline Church 18/12 regarding the plans for road improvement on the A3094. This was subsequent to a question he asked at the December CATG meeting:

QUOTE

The Salisbury Junctions Improvements scheme includes improvements at Harnham Gyatory, Exeter Street Roundabout and Park Wall Junction.

At this stage we are still considering the options available at each junction, but they all aim to reduce congestion, accommodate growth, increase safety and improve walking and cycling infrastructure.

The scheme development is impacted by the People Friendly Salisbury scheme and the Active Travel Fund schemes.

With regards timescales, we are working to the following dates:

- *Submission of outline business case (OBC) – June 2021*
- *Submission of full business case (FBC) – April 2023*
- *Construction - August 2023 to October 2024*

In terms of engagement we will engage with stakeholders throughout the scheme development and undertake two rounds of public consultation; one ahead of the OBC submission and another ahead of the FBC submission. We have funds from DfT to progress to OBC submission in June next year, but further scheme delivery is dependent on securing further funding from DfT.

ENDS

0716. Clerk's Report.

Census information – this is taking place on 21st March and will be completed online. Those unable to complete online can contact the Census office for a paper copy but this has to be requested by the individual rather than a third party.

Notification from WC that it will be considering charging parishes for a proportion of election costs, no details regarding how much this will be has been received but the parishes will not be invoiced until 2022 for the 2021 election. The matter will be discussed at the Cabinet meeting on 2nd February.

Local Plan review – email has been circulated. The closing date for comment is 9 March 2021.

Phone call re Coronation Sq car park – advised they contact WC Cllr Church as this is a WC matter.

Attended SWWAB

Attended Clerk's branch meeting, discussion on elections.

Attended briefing on census and elections, currently the elections are planned to proceed with added covid precautions. Several factors may mean elections are delayed but this isn't known at this time.

0717. To note agenda items for the next meeting to be held on Tuesday 23rd March 2021.

Please note all agenda items should be submitted **before 9am on Thursday 11th March 2021.**

May meeting date to be confirmed.