

Quidhampton Parish Council



Dear Councillor,

You are hereby summoned to attend a PARISH COUNCIL MEETING of Quidhampton Parish Council
On **Tuesday 18th October 2022 at 7.30pm** to be held Quidhampton Village Hall
(deferred from 13 Sept 2022 owing to the period of mourning)

AGENDA

The public and press are welcome to attend.

- 45/22** Apologies for absence
- 46/22** Open Forum
- i)** Village Hall Committee: Update from village hall trustees (John Cater and/or Jennifer Tyler) on the new village hall lease which is expected to be signed in 4th Quarter 2022.
- 47/22** Declarations of interest
- 48/22** Consider: approval of **Minutes of the Parish Council meeting** held on Tuesday 12th July 2022. Any matters arising.
- 49/22** **Planning** – Consider planning application PL/2022/07650 – 2 bay car barn with attached home office at Quidhampton Mill
- 50/22** **Village Maintenance**
- i)** The issue of installation of stock fencing at the north and west sides of the playground is ongoing. Update from **Cllr West** on contact with the farmer re his plans for grazing stock in the fields bordering the recreation ground and commitment to install stock fencing. **Action: FW**
- ii)** Update from **Cllr Donne** on the purchase of dog waste signs agreed to at the July meeting. **Action: PD**
- iii)** **Cllr Cripps** to confirm proceeds from ride-on mower sold in May have been deposited in QPC bank account. **Action: PC**
- iv)** Update from **Cllr Rowley** on enquiries with The Wilton Men's Shed on repairs to the telephone box door. There is concern that with winter on the way the door is likely to become further damaged. **Action: HR**
- v)** Defibrillator monitoring and reporting. Update from **Cllr Duncalfe** on making contact with Mandy Whelan to transfer actions and responsibilities for the monitoring and reporting of the Defibrillator. **Action: TD**
- vi)** Cllr Donne has been successful in a bid for free native tree saplings from the Woodland Trust which will arrive ready for planting in November. **Cllr Donne** to

invite Emma Lovell to attend the meeting to discuss planting options in the Recreation Ground and perhaps other green areas in the village. **Action: PD**

- vii) Update from **Clr Peters** on how the right of way (Coronation Square to Footshill) might be improved with no cost to QPC. **Action: JP**

51/22

Highways

- i) Update re Wiltshire Council Highways resurfacing of Lower Road. **Action: KT**
Current timings expected to be as follows:
- August/September – letters from Wiltshire Council to some residents adjacent to the works offering discussion of the details on frontages;
 - October 10th – road closures for drainage surveys;
 - QPC to be consulted on any issues and details e.g. footway and bollards east of Locks lane;
 - January 3rd 2023 – Road closure for a number of weeks for resurfacing and traffic calming project execution. Signage will state that businesses and residences are accessible throughout;
- ii) **Clr Taylor** to provide an update on the issue of the track from Edgam place to Coronation Square car park which is ongoing and under discussion as there is no defined ownership, including the possibility that the track could become adopted as part of the Sustrans cycleway project. **Action: KT**
- iii) Traffic Calming:
- a) **Clr Taylor** to contact SWWAB Community Area Manager to inquire as to funding possibilities to purchase a new SID with solar panels. **Action: KT**. Update: KT confirmed that capital items like SID's will no longer be supported by Area Board grants.
 - b) **Clr Duncalfe** to consider the issues and make a proposal about extra SID resources at the September meeting e.g. cost of solar panel and/or additional SID. If no grant funding available, consider whether the precept needs to be increased as part of the budget setting for 2023/24. **Action: TD**
 - c) **Clr Duncalfe** to provide an update on willingness of villagers living close to the four SID points willing to help with charging and changing the SID batteries. **Action: TD**
- iv) **Clr Duncalfe** to provide an update on potential for additional 40MPH signage on the A3094. **Action: TD**
- v) **Clr Taylor** to provide an update on the possibility for a STOP sign from Skew Road to Lower Road to change the priority at that junction. **Action: KT**. Update: KT confirmed the idea has been floated for consideration by Wilts Council.

52/22

Finance

- i) 2021/22 Internal Audit (Annual Governance and Accountability Return)
Point #3 – **Clr Cripps** to publish The Accessibility Statement on the website. **Action: PC**
- ii) **Clr West** to report back on reconciliation status for Bawdens grass cutting services invoices. **Action: FW**. Update: Clr West confirmed the reconciliation identified an invoice which had not been paid for a prior month and this has now been rectified and the reconciliation agreed. The cashflow payments sheet now includes the invoice number for each payment made to Bawdens to avoid any future issues.

- iii) Cashflow & Payments Reports for the financial year to date to be reviewed and approved. **Action: ALL**
- iv) Consider SAAA 2022 Opt-Out proposal for the 5 yearly External Auditor contract renewal. All authorities have the option to either 1. Remain opted-in to continue with existing arrangement (submit AGAR to whoever SAAA selects as the external auditor), or 2. Opt-out and source its own external auditor following a statutory appointment process set out in regulations. Proposal: QPC to vote to continue to 'opt-in' to the SAAA central external auditor appointment arrangements. **Action: ALL**
- v) Consider first pass budget proposal for year 2023/24. **Action: ALL**

53/22

Village Hall

- i) **Cllr Taylor** to provide an update on the request to Wiltshire Council to seek renewal of registration of Quidhampton Village Hall as an Asset of Community Value. Consultation period ended 23rd June with decision scheduled 21st July 2022. **Action: KT**
- ii) **Cllr Pauline Church** agreed to make enquiries as to why there is a need to seek renewal of registration every 5 years. **Action: PC.** Update: *"The regulations set out that an ACV has a duration of five years. This is in order that it can be established that an asset is still being used currently or in the recent past and is likely to in the next five years, so they cannot be permanent listings. As long as the asset still accords to the aforementioned criteria, they can be renewed after (or just before) the five-year expiration date, with new evidence to say that the asset has been used either currently or in the recent past and is still likely to further the social wellbeing of the community in the next five years"*.

54/22

IT Services Provision

- i) **Cllr Cripps** advised that the free IT services QPC currently make use of will shortly no longer be available. Discuss alternative options. **Action: PC**

55/22

Neighbourhood Plan

- i) Re item 8/22 from QPC meeting 8th March. To consider a proposal to proceed. **Action: KT**

56/22

Parish Clerk / RFO recruitment status

- i) **Cllr Rowley** to provide an update on the recruitment campaign for the Parish Clerk/RFO position. **Action: HR**
- ii) **Cllr Rowley** to provide an update on ongoing contract service provision from locum Clerk/RFO Mel Camilleri. **Action: HR**

57/22

Correspondence / AOB /Urgent matters / Round Table

- i) Jubilee Festivities review (deferred from July meeting).
- ii) **Cllr West** to confirm the request that hall booking dates for QPC meetings for rest of 2022 are confirmed to Sabine Dawson has been completed. **Action: FW**

58/22

Next Parish Council Meeting

The date of the next meeting for Quidhampton Parish Council will be held on Tuesday 15 November 2022 at 7:30pm at Quidhampton Village Hall

59/22

Closed session (public not attending)

Cllr Rowley to propose appointment of the recruitment panel's recommendation for Clerk and Responsible Financial Officer.

Agendas are published on the Parish Council's website <https://parishcouncil.quidhampton.org.uk>