

Codford Parish Council – Meeting Minutes – May 17th, 2021

Present

D. Bartlett **DB**
C. Brayne **CB**
S. Dorrington **SD**
G Muckley **GM**
B. Smith **BS**
T Thornton **TT**
D. Williams **DW**

Apologies

(Local Government Act 1972 s85(1))

A. Rennie **AR**
S. Howe **SH**

In attendance:

K. Grant, Clerk **KG**

0001 Election of Chairman

A single nomination for Chairman, Mr Thomas Thornton was unanimously elected. Cllr Thornton then proceeded to chair the meeting.

0002 Election of Vice Chairman

Mr Christopher Brayne was nominated and unanimously elected as vice chairman.

0003 Declaration and Acceptance of Office

All members present declared their acceptance of the office of Councillors. Responsibilities were duly assigned as follows:

Play Parks & Highways Matters – TT
Planning – CB
Village Hall – DB
Neighbourhood Watch – SD
Risk Management & Policies – SH
Area Board & CATG – GM
Transport – AR
AED – BS
Public Rights of Way – DW

0004 Open Forum.

No attendance.

0005 Interests.

(i) None declared.
(ii) Dispensations. None received. *Localism Act 2011*

0006 Approval of minutes from last meeting

The minutes had been previously circulated, taken as read and were approved and signed by the Chairman.

Local Government Act 1972

Chairman formerly welcomed Sarah Dorrington and Graeme Muckley, new councillors.

0007 Matters Arising

(i) PARISH STEWARD
Jobs for PS:
- potholes New road
- potholes on Green road
- to revisit the weed spreading

(ii) PETITION: TRAFFIC CALMING ON CHITTERNE ROAD

Mr Nic Nicholls carried out a petition to stop speeding on Chitterne Road, 74 signatures were recorded in a week. He raised the issue with Parish Council who agree and support the highways improvement issue report that has been made and will be submitted for the Warminster Area Board CATG; whose decision it will be whether to make it a top priority and allocate officer resource to investigate it further.

(iii) DRAINS: HIGH STREET

Following another complaint about the foul smell from the drains on the High Street, PC contacted Highways, to investigate the drains of the High Street from The George (residents have been querying the drainpipe at the front) to The Milk Bar (foul smell from the nearby drain). Highways engineer visited;

1. The drainpipe at The George does not discharge into the Highways drain.
2. The smell emanating from the same drain as was investigated before, nothing has changed there. The owners of the said treatment plant have EA consent to connect to Highways system. Public Health states that they have the treatment plant checked in accordance with the permit and to have regular tests carried out to ensure the outflow water is clean and contains no pollutants.
3. The in-house gully tanker will be in the area week commencing 24th May and will cleanse the system in the High Street.

(iv) PARKING ON THE HIGH STREET

Ongoing. Waiting on approval of Waiting Restrictions that were submitted in January.

0008 Finance

(i) The balance of the accounts:

Bank balance to date; 17/05/2021 is £16,225.32

(iii) Payments made since last meeting;

Wages (April)	£443.96
PAYE	£110.80
Wages (May) - includes the back pay	£1595.19
PAYE	£609.98

and new payments approved by PC.

WALC	£346.66
Website	£130
VH Grant	£1000
St Peters PCC	£200
St Marys PCC	£700
Parish Council Insurance	£204.31

INCOME £9492.25 (1of 2 Precept)

0009 Planning Applications

(i) Planning Applications:

- 21/01558/VAR: Variation of Condition. Orchard House, Green Lane, Codford, BA12 0NY

no objection

- PL/2021/03831: Consent under Tree Preservation Orders. 4 WOOL HOUSE GARDENS, CODFORD, WARMINSTER, BA12 OPS

no objection with comment; Whilst Codford PC raise no objection to this consent, we note that the application is for a 'reduction of up to 5m'. We ask, therefore, that the tree officer ensures it is restricted to the minimum possible, since this tree is protected for good reason any alteration of its character and appearance should be minimized. This is the fourth mature TPO tree within 200m of one another to be deemed to require major surgery or felling in 8 months; the cumulative effect will change this part of the village for the worse

(ii) Planning applications made after the publication of this agenda

- PL/2021/03496 120 High Street, replacement, and enlargement of existing single-storey side extension to create new bedroom and shower room/cloakroom.

Cllrs had not had a chance to look at application and would feedback to clerk accordingly

0010 Items of correspondence.

TENNIS COURTS FENCING

To apply for funding to replace fencing for the courts, Tennis Club's eligibility for some grants requires a minimum of a 10-year lease of the land. A 99-year lease of the ground on which the tennis courts stand, for a peppercorn rent, has been suggested. PC has referred this to the VHMC who manage the Village Hall and grounds. PC also agreed to support the planning application for the new fence.

TRAINING COURSES FOR COUNCILLORS

Available for Cllrs to sign up.

PARKING IN CHERRY ORCHARD

Following an incident; failure of the school bus to make it through Cherry Orchard, Selwood Neighbourhood Manager communicated that a surveyor completed a site visit, and whilst it was determined that the parking on both sides of the road caused difficulty for the bus driver, Selwood is not currently able to put in double yellow lines. The situation will be monitored and reassessed if necessary. PC is not satisfied with this decision, Clerk to follow up with Selwood. **Action KG**

Selwood Neighbourhood Manager also communicated that she will be meeting with a contractor soon to discuss defining the parking spaces by the surgery to see if it is feasible or not.

0011 Area Board/Village Hall Reports

AREA BOARD

Cllr Bartlett reported:

- Next meeting of the area board is on 24th June 2021. DB reminded PC of the application for funds to erect a fence along the village grounds boundary to the A36. He will be attending the meeting with Cllr Muckley.
- He also reported that the Village Hall AGM is scheduled for when the bar is open.
- the floor scrubber to be purchased by PC for the VH is yet to be identified. A demo has been scheduled.
- a suggestion was made to review the site for the allotments. Have it closer to the VH; close to the water supply and easily accessible.
- AED was deployed, returned, and serviced by the Air ambulance thereafter.

0012 Matters to report/AOB

NATURE RESERVE

Cllr Dorrington reported concerned parents inquiring about the source of the water discharged into the brook. Clerk to follow up with Environment Agency who were previously contacted about this.

She noted that the footpath needs replenishing with bark, bird boxes need to be reinstated and the log sitting area needs new logs. Clerk to contact Whitehorse housing Association. **Action KG**

DOMAIN NAME

Cllr Brayne reported that a 30-day trial of the Microsoft 365 online software suite was in progress and recommended that the Councillors consider purchasing an annual licence at £59 per year. Enquiries into the purchase of an official .gov domain name were also in progress with costs expected to be a further £40 per year. PC agreed that should a purchase prove necessary, final approval would be sought from the Chairman.

0013 Agenda items for the next meeting

REVIEW OF PC POLICIES

Clerk to share the template with Cllrs to enable feedback to get this compiled and published. **Action KG**

2021 MEETING DATES

6th September 11th October, and 15th November

Adjournment

The Chairman adjourned the meeting at 8.50pm

The next PC meeting is scheduled for 19th July 2021.