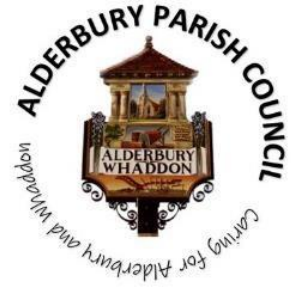


**Minutes of the Meeting of Alderbury Parish Council held on Tuesday 2<sup>nd</sup> May 2023 at 7.30pm in The Fountain Room, Alderbury Village Hall.**



**Present:** Councillors Elaine Hartford (Chair) (EH), Michael Considine (MC), John Fuller (JF), Adam Hughes (AH), Mike Huntley (MH), Mel Lawrence (ML), John Ridd (JR), Barry Sloan (BS), Frances West (FW)

**In attendance:** Wiltshire Council councillor Richard Britton, Liz Holland (Clerk) and 12 members of the public.

**Public open time**

- A resident reported a stretch of pavement on Southampton Road which is overgrown by nettles. Cllr Hartford agreed to investigate and take him up on his offer to help if needed. **ACTION:** EH
- A resident asked if it would be possible to update our ParishOnline map with TPO trees and other areas of interest. **ACTION: clerk to arrange to meet Mr Carley to update the map and to arrange training for others interested in using the software**

**6390. Election of the Chair**

Cllr Hartford was **PROPOSED** by Cllr Huntley and **SECONDED** by Cllr Sloan **ALL AGREED**. Cllr Hartford signed the declaration of acceptance of office

**6391. Election of the Vice- Chair**

Cllr Fuller was **PROPOSED** by Cllr Sloan and **SECONDED** by Cllr Hartford **ALL AGREED**. Cllr Fuller signed the declaration of acceptance of office

Cllr Hartford began with an announcement of the resignation of Cllr Darren Mernagh. She will write to thank him for his service. He will stay on as a bank signatory in the short term.

**6392. Reports**

- a Wiltshire police – a written report from PC Harry Murphy was read by the chair covering:
  - i 3 males arrested for possession with intent to supply controlled drugs and taking a conveyance without the owners permission. This was not linked to anybody in the village, but the males were travelling through ALDERBURY when we finally got them stopped and detained.
  - ii Report of a rogue trader in the village – this has been reported to the council.
  - iii 2 youths located in the building site on FIRS ROAD trespassing, nothing stolen.
  - iv Football club was broken into and items inside damaged – suspects HAVE been identified and police are now looking to interview them.
- b Wiltshire Councillor Richard Britton
  - i Cllr Britton reported a high amount of case work, particularly citing helping residents with council tax queries
  - ii The lime yard at Grimstead Road has re-opened. Cllr Britton is following up possible breaches of planning permission there with planning enforcement
  - iii Cllr Richard Clewer will remain leader of the conservative group at WC with Cllr James Sheppard as Chair

**6393. Apologies for absence**

Apologies were received and accepted from Councillor Diprose

**6394. Declaration of Councillors' Interests and dispensations**

There were none

**6395. Councillor responsibilities**

A number of changes were made for 2023-24 and the full list is available on the website.

**6396. The PROPOSAL to RENEW Council subscriptions was AGREED**

- a Council for Protection of Rural England estimate £36
- b National Association of Local Councils (including Wiltshire ALC) – cost not yet available
- c Information Commissioner (ICO) £40
- d Society of Local Council Clerks £199
- e NSALG £67

**6397. The PROPOSAL to RENEW direct debits was AGREED**

- a SGW payroll services
- b Hill Data IT support
- c O2 council phone
- d HMRC
- e PWLB

**6398. Banking arrangements**

The Council will remain with Lloyds. The **PROPOSAL** to remove Cllr Darren Mernagh as a signatory and add Cllr John Ridd was **APPROVED**

**6399. Insurance arrangements**

At the end of the three year deal (September 2023) the Council will seek new quotes **ACTION: clerk, agenda**

**6400. Council policies**

- a The **PROPOSAL to ACCEPT** the clerk's recommended policy and procedure review timetable was **ACCEPTED** with some small changes
- b **ALL AGREED** the **PROPOSAL** to renew their commitment to the code of conduct
- c The **PROPOSAL** to re-adopt the statement of internal control was **AGREED**

**6401. Minutes**

The minutes of the meetings held on [3rd April 2023](#) were **AMENDED** to add the words 'and 2 posts' to item 6377 then **APPROVED** and signed by the Chairman

**6402. Matters arising not on the agenda**

- a The **PROPOSAL to ACCEPT** the recommendation of WRC's report on the oak tree near Oakwood Grove was **AGREED** subject to a better understanding of the para. 9.4. The clerk will begin a tree work application, give details on the website and will write to local residents. Cllr Lawrence will talk to the assessor. Councillors will consider if there is an opportunity to plant more trees on the area. **ACTION: clerk, ML, agenda**
- b The action log was updated. The reply from FL regarding allotment land was discussed. Clerk to work with the allotment working group to reply saying the council does not accept FL's assertion that it has no responsibilities for maintenance of the access area to the allotments. **ACTION: clerk to arrange meeting**

**6403. Village maintenance issues**

- a The **PROPOSAL** to book a mole removal service for the recreation ground was **REJECTED**
- b The **PROPOSAL** to buy and install recycling bins was **POSTPONED**. Cllrs Lawrence & West will meet to consider a more detailed proposal **ACTION: ML, FW, agenda**
- c Flooding into Oakwood Grove gardens was considered. Councillors feel they want to give the recent planting in the amenity area time to provide some mitigation. No action to be taken currently.

- d The path behind Woodlea Grange – Cllr Fuller and the clerk met Jason James of the Longford estate to see if they will be willing to help. Awaiting his response. **ACTION: clerk to chase**
- e **REPORT on** new issues from Cllr Hartford
  - i A tree branch fallen onto the recreation ground will be removed by Hurdcott
  - ii The small multiplay will need further repairs
  - iii The table tennis table will need a new top
  - iv The unguarded canes at Waleran Close need topping

#### 6404. Finance

- a **NOTED** the internal audit interim report March 2023
- b **NOTED** the budget monitoring report at 2.5.23
- c **NOTED** the bank balances and bank reconciliation statement at 26.4.23. The chair signed the report.
- d **APPROVED** the schedule of payments and invoices received May
- e The **PROPOSAL to AGREE** an amendment to the budget was **AGREED**. Village maintenance to be reduced from £5,000 to £4,000 and £1,000 be designated 'footpath maintenance'

#### 6405. Projects

- a Additional SID – Cllr Hartford is to recommend sites where a traffic survey can be carried out. This is the essential first stage in adding new locations. **ACTION: EH**
- b War memorial – Cllr Huntley asked for a more formal quote from Andrew Fudge as he is making a grant application to help fund this project **ACTION: clerk, MH**
- c Spiders Island – the first stage of this will be considered after the APM

#### 6406. Highways – Folly Lane/Lights Lane

The recommendations of Paul Shaddock at WC Highways will be further investigated, along with the installation of a mirror on the bank opposite the junction with Folly Lane **ACTION: clerk**

#### 6407. Annual Parish Meeting

The proposed agenda and accounts was amended and agreed. To be put on all chairs on the night. The clerk was asked to invite the following people/organisations to have tables: Caroline Niven for the swifts nesting project, WWCE for the Petersfinger solar project, the history society, the gardening club. Ken Carley will also bring a display. Cllr Fuller will source a flipchart for the night. **ACTION: clerk, JF**

#### 6408. Trees

- a The **PROPOSAL** to ask for TPOs on a row of trees on land owned by Formula Land adjacent to the A36 was **APPROVED**. This is in addition to the row of trees in the middle of the land they hold (agreed in April item 6384 a) **ACTION: clerk**
- b Other tree matters were **POSTPONED** to June **ACTION: agenda**

6409. Benches in the cemetery was **POSTPONED** to June **ACTION: agenda**

6410. **RECEIVE REPORTS** from Councillors representing Alderbury Parish Council on outside bodies

- a. The village hall proceeds well

6411. **Correspondence** – to consider correspondence received since publication of the agenda. A request from the football club to use the recreation ground as a car park was **REJECTED**

6412. **The Fountain magazine** – to agree the key themes for the next article – this will be left to the clerk and Cllrs Fuller and Hartford

#### 6413. Dates for next meetings

- a. the annual parish meeting May 18<sup>th</sup> 7.30 in the main hall
- b. an ordinary meeting of the council June 7<sup>th</sup> 7.30 in The Fountain Room

The chairman closed the meeting at 21.45

*REPORTS REFERRED TO IN THESE MINUTES ARE AVAILABLE ON THE WEBSITE or  
from the clerk on request*

Signed as a true record

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Chair

.....  
Date

DRAFT