

CASTLE EATON PARISH COUNCIL

**MEETING of the PARISH COUNCIL held on THURSDAY,
FEBRUARY 18, at 7.30pm in the Village Hall.**

MINUTES

PRESENT Cllr W Hughes (chairman)
Cllr D Price (vice-chairman)
Cllr L Saunders
Cllr D Sainsbury
Borough Cllr Mrs M Penny
1 resident
A Gorton (clerk)

1 APOLOGIES FOR ABSENCE

Apologies were received from Cllr B James.
Councillors hoped he would get well soon.

2 DECLARATION OF INTEREST

The Chairman repeated his statement of last meeting concerning 'interest by association' and wished this to be taken into account at all future meetings.

3 MINUTES OF THE MEETING OF DECEMBER 10, 2015

The Minutes were AGREED as a fair and accurate record, and signed by the Chairman and clerk

4 MATTERS ARISING FROM THE MINUTES

4.1 The clerk reported that the chevron signs on the road to Kempford had not been repaired. He had reported this to Wiltshire Council, emphasising the danger, but had not received any response.

The Chairman noted that the Parish Council/SBC has no jurisdiction over this section of road and is reliant on Wiltshire Council staff responding to reports.

Cllr Penny stated that a website 'Fixmystreet.com' was available and suggested as many people as possible should be encouraged to use it.

4.2 The Chairman noted that the railings over the Thames Bridge had been repaired by SBC.

5 TRANSFER OF SERVICES

Cllr Penny introduced the agenda by describing the dilemma facing SBC over funding for many of the services it has traditionally provided. The Borough Council will not be able to continue this and described the scheme under which Parish Councils become responsible. Implementation of this has stalled slightly but if the Parish Council can take over responsibility for any service, it would be welcome to SBC.

The Chairman noted that this has been debated by the Parish Council on several occasions in the past, and even as recently as last year, but the Council had decided not to bid for any service. The Parish was small and did not have resources to undertake such responsibilities.

Cllr Penny suggested it may be possible to link with a larger parish to work in collaboration.

After discussion, it was AGREED to remain as at present.

6 COMMUNITY GOVERNANCE REVIEW

The Chairman introduced the agenda, noting that this issue had been discussed recently. A review will not affect this Parish unless there is a wish to extend boundaries, and opportunity for development is restricted to infill.

The clerk was instructed to write to SBC Director of Democratic Services stating that the Parish Council

- (a) did not propose any boundary changes
- (b) did not propose any changes in representation.

RECESS

1 Marcus Khoo referred to an email he had received some time ago seeking for suggestions for inclusion in a list for support from the Community Benefit Donation. He proposed installation of a ground source heat pump for the Village Hall and described the benefits, including central government's Renewable Heat Incentive payments. He estimated that installation costs would be £20-25,000. Use of a thermal store to retain hot water would be additional.

The Chairman thanked Mr Khoo but pointed out that he was too late as the Village Hall Cttee had already decided on a scheme of heating. He asked Mr Khoo to pass any information about his suggestion to the Village Hall Cttee.

2 Mr Khoo drew attention to recent flooding along the C114 but the Chairman outlined the boundaries of SBC vis-à-vis Wiltshire Council and emphasised that the only recourse was to report it to Wiltshire Council.

Cllr Saunders agreed to contact Cllr N Kennington of Latton Parish Council.

7 COMMUNITY BENEFIT DONATION

The Chairman noted that the last meeting of the Parish Council had approved the recording and evaluating procedure for submissions, and had approved 3 items put forward for the Play Park and 9 items for the Village Hall; no new suggestions had been put forward since the last meeting. A letter he had sent had been received and accepted by both organisations. The Chairman confirmed that where possible it was necessary to obtain competitive quotations of cost of projects. However, in the case of the Play Park only one, Sutcliffe Play Ltd, can supply and repair the equipment, and in the case of the Village Hall the Trustees had maintenance contracts with an electrician and a plumber: the Village Hall Cttee wish to use those contractors and has checked the single quotations and specifications received for the items above.

After discussion, it was AGREED that two competitive quotations were necessary.

The Chairman agreed to refer this back to the Village Hall Trustees.

Cllr Sainsbury raised the matter of contractors wishing for up-front payments (deposits).

After discussion, it was AGREED the Parish Council could not pay these but stage payments against an invoice for work completed to a schedule were possible. However, the contracting organisation could pay these from their own funds, if thought necessary.

The Chairman agreed to refer this back to the Village Hall Trustees.

The Chairman reported

- (i) that the Play Park items had been completed as per quote and an invoice received;
 - (ii) that the lighting with dimers for the Village hall would cost £6,455.00 (increased from the £5,000 originally estimated for lighting only) and the boiler and water heater would be as per quote submitted. The Village Hall Trustees must obtain alternative quotes for these before they can be approved.
 - (iii) Three quotations had been received for replacement windows. The lowest of £2,370.00 from Miles Windows was proposed for acceptance (a reduction from the £4,500 originally estimated). This was AGREED.
- Other items were under consideration.

8 PLANNING MATTERS

The Chairman introduced the agenda by referring to the revised planning application which had been received for the land opposite 1, Long Row. Only material planning considerations can be put forward by the Parish Council to support or object to the proposal.

After discussion the clerk was instructed to inform SBC Planning Dept of concern about the location of the development in relation to the line of sight of car drivers where the road narrows, proximity to the Play Park, and the proposal not being on the notional building line. Cllr Sainsbury wished to emphasise that the building should be of high quality and in Cotswold stone.

Although an amending application has been received for the monopole mast along Droveaway, Councillors felt that the existing objection would suffice.

9 GROUNDS MAINTENANCE

The Chairman noted the amount paid last year and the quotation received from SBC for grounds maintenance in 2016-2017 in the sum of £760 + VAT. He had sought quotations from 3 prospective contractors, only 1 of which had responded. This was David Newman Contractors Ltd in the sum of £690 + VAT.

It was AGREED unanimously that this quotation should be accepted and the clerk instructed to write accordingly to the contractor.

10 EXTERNAL AUDIT ARRANGEMENTS 2017-2018

The clerk described the papers previously circulated to Councillors about the change in arrangements for external audit.

It was AGREED unanimously that the Parish Council should 'opt-in' to the scheme proposed by SAAA, and await further information about costs.

11 FINANCE

Bank account 01529286 balance as at 12.2.2016	£71,483.67
Cheques for signature	
Village Hall Cttee – hiring of hall	6.00
Sutcliffe Play Ltd – modifications to Play Park	408.48
A Gorton salary	342.05
expenses	37.61
Post Office Ltd (PAYE to HMRC)	70.45

(NB The sum of £615 is 'ring-fenced' for the defibrillator

The sum of £69,366 is 'ring-fenced' for the Community Benefit Donation)

12 CORRESPONDENCE

CORRESPONDENCE FOR COMMENT

Planning application S/TC/15/1869 – monopole on Droveaway
River Thames Alliance
Planning application – 1, Long Row
Small Authorities Audit Arrangements

GENERAL CORRESPONDENCE

Email from 1 Long Row – revised plans
WALC Newsletter – December 2015
Public Service Executive – weekly
What’s On In Cricklade – monthly
WILD Project – dataset update
Swindon Clinical Commissioning Group – Newsletter, January 2016
Superfast Swindon Newsletter 1
Community First e-News
WALC Newsletter – January 2016
UKB Networks Newsletter

13 DATE OF NEXT MEETING

The Chairman reminded Councillors that to enable payments to contractors under the Community Benefit scheme it had been AGREED to meet more regularly than has been traditional.
The Chairman proposed a meeting for payments on April 7 and the Annual Parish Meeting/Parish Council AGM on May 26.
This was AGREED. Cllr Penny gave her apologies for the meeting on May 26

Signed (chairman)

..... (clerk)

..... (date)

