

# ERLESTOKE PARISH COUNCIL

## Parish Clerk

Mrs Linda Roberts  
44 Westlands Lane  
Beanacre  
Wiltshire  
SN12 7QE

## Chairman

Mr Stan Jonik  
55 High Street  
Erlestoke  
Wiltshire  
SN10 5UA

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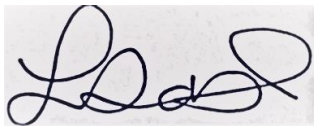
**To:** Councillor J S F Jonik – (Chairman)  
Councillor M R D Barton  
Councillor N J M Barton  
Councillor J B R Durham  
Councillor J J R Hunt-Davis  
Councillor K Lewcock  
Councillor F Morgan-Frise

23<sup>rd</sup> June 2018

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the **Parish Council Meeting of Erlestoke Parish Council**. The meeting will be held **in the Parish Church on Wednesday 4<sup>th</sup> July 2018 at 7.15pm**. (LGA 1972 sch.12 para 10(2)(a)). A period of public participation will take place prior to the formal opening of the meeting. The Press and Public are welcome to attend the meeting. In accordance with the parish Council's Standing Order No. 60.

Yours sincerely



Mrs L A Roberts BA (Hons) PGCAP FHEA, Fellow ILCM  
**Parish Clerk**

## ERLESTOKE PARISH COUNCIL

Wednesday 4<sup>th</sup> July 2018

**Public Participation** – To receive questions from members of the public.

### AGENDA

#### 1. Apologies

To receive apologies for absence.

#### 2. Declarations of Interest

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Parish Council.

Members are reminded that, in accordance with the Parish Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

#### 3. Minutes

To confirm as a correct record the Annual Meeting of the Parish Council Meeting held on Wednesday 23<sup>rd</sup> May 2018.

#### 4. Election of Vice-Chairman – deferred from Annual Meeting

#### 5. Report from Councillor Richard Gamble - Wiltshire Council

To report on any matters affecting Erlestoke which have been discussed at Wiltshire Council Meetings and or the Area Board.

#### 6. Finance

##### 6.1 Bank Balances

Treasurers Account	£6570.08
Business Bank Instant	£8,501.31
<b>Total</b>	<b>£15,071.39</b>

##### 6.2 Updated Cash Book 2018/19

For noting.

## **7. Clerks Salary for April, May and June 2018**

2018-2019 National Salary Award. A cost of living rise has been approved by the National Joint Committee for 2018-19. As a consequence the Parish Clerk's salary has increased from £13.49 to £13.76 with effect from 1 April 2018. The increase has been reflected in the salary presented for approval.

Members are required to approve the increase by a resolution.

Members are required to approve the Clerk's salary payment of £654.58 for April, May and June 2018. This includes mileage of £29.70, reimbursement of printing costs of £18.75 and reimbursement of a first-class stamp 65p.

Time Sheet and National Joint Council briefing circulated with agenda.

## **8. Accounts for Payment**

### **8.1 Electronic Transfer Payments**

Members are required to approve the following payments by electronic means. (Evidence will be presented at the meeting)

WALC – subscription fee £86.63

HMRC – tax due from Clerk's salary £55.00

### **8.2 Payments by Direct Debit**

Members are requested to approve the following payments by direct debit.

Zen Internet Ltd (for website hosting)

12.6.18        £5.39

14.5.18        £5.39

12.4.18        £5.39

12.7.18        £5.39

## **9. Hornbeam Tree – The Park**

To receive report on the survey of the Hornbeam Tree. Report to be circulated by Councillor M Barton. The report identifies some work which is required and members will need to resolve to agree the expenditure as directed in the survey report.

## **10. The Electric Sub Station in Erlestoke**

The Parish Clerk is still in negotiations with SSE in regard to the wayleave payment due to the Parish Council. The Parish Clerk will provide an update at the meeting.

**11. Parish Council Website**

Update by the Chairman, Councillor Jonik.

**12. Water House Building**

Verbal report from Councillor Jonik.

**13. Attendance Register**

For noting.

**14. No Public Right of Way across the Secret Garden**

To remind residents that there is **no public right of way** from their houses across the Secret Garden. This message to be placed on the website as a reminder to residents.

**15. Erlestoke Hub – Pop Up Pub**

Members are requested to publicise the next Pop-Up Pub which will take place on Friday 6<sup>th</sup> July on The Park Field. This can be placed on the website but members are requested to raise awareness. The Parish Council has granted permission to the Hub to use The Park for the event.

**16. Exchange of Information and on-going matters – Please note no decisions can be made on any items discussed under this agenda item.**

- Safety of school children crossing the B3098
- Erlestoke House Gates
- Fracking
- Broadband
- Play Area
- Erlestoke Lakes
- Erlestoke Woods
- Village Hall – Funding Information, Parish Clerk

**17. To receive reports from EPC Representatives**

**17.1 Footpaths**

**17.2 Police**

**18. Correspondence circulated via clerk's email for noting**

23.6.18 National Joint Council Pay Award

23.6.18 Parish Clerk's Time Sheet

- 19.6.18 Notice of proposed temporary closure of C40 High Street (part) Green Lane and Hill Corner, Cheverall Magna (Great Cheverall) – Soap Box Derby 26<sup>th</sup> August 2018.
- 19.6.18 Wiltshire Council – Parish Council Newsletter
- 13.6.18 Wiltshire Council & SLCC invitation to Town and Parish Council Training and Networking Day
- 11.6.18 Briefing Note 358 – Consultation o proposed closure of Everleigh household recycling centre
- 4.6.18 Rural Services Network – Weekly Email News Digest –
- 4.6.18 Briefing Note 357 – CATG Meetings
- 4.6.18 Wiltshire Council – Parish Council Newsletter
- 4.6.18 Wessex Flood – Environment Agency Flood Warden Newsletter Spring 2018

19. Date of next meeting Wednesday 15<sup>th</sup> August 2018

## **AGENDA ITEM 3**

### **ERLESTOKE PARISH COUNCIL**

**Minutes of the Annual Parish Meeting held on Wednesday 23<sup>rd</sup> May 2018  
In the Parish Church**

**Present:** Councillor J S F Jonik – (Chairman)  
Councillor K Lewcock  
Councillor F Morgan-Frise

**Officers:** Mrs L A Roberts – Parish Clerk

**332/18 ELECTION OF CHAIRMAN FOR 2018/2019**

It was proposed by Councillor Morgan-Frise seconded by Councillor Lewcock and

**UNANIMOUSLY RESOLVED** to elect Councillor Jonik as the Chairman for the ensuing year.

The newly elected chairman, Councillor Jonik signed the Declaration of Acceptance of Office.

**333/18 ELECTIONS OF VICE-CHARIMAN for 2018/2019**

As four councillors were not present it was agreed to defer election of Vice-Chairman to the next meeting.

**335/18 APOLOGIES**

Apologies for absence were received from Councillors M Barton, N Barton, Durham and Hunt-Davis.

### **336/18            DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **337/18            MINUTES**

The Minutes of the Parish Council meeting held on Wednesday 11<sup>th</sup> April having previously been circulated were signed by the Chairman, Councillor Jonik as a correct record.

### **338/18            REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL**

Councillor Gamble was not in attendance. The Chairman Councillor Jonik reported on the recent Area Board meeting he had attended and advised members of the forthcoming boundary review. The proposals would be released on 1 June 2018 for consultation.

The Chairman, Councillor Jonik also reported that all plastic can now be recycled in the blue bins except film and black plastic garden trays.

### **339/18            EXTERNAL AUDIT 2017/2018**

#### **339/18.1        CERTIFICATE OF EXEMPTION**

The gross income and gross expenditure of the Parish Council does not exceed £25,000 in the account year ended 31 March 2018. The Parish Council can therefore exempt itself from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

It was proposed by Councillor Lewcock seconded by Councillor Morgan-Frise and

**UNANIMOUSLY RESOLVED** to exempt the Parish Council from a limited assurance review and complete page 3 of the Annual Return, accordingly for submission to the external auditor.

#### **339/18.2        APPROVAL OF THE ANNUAL RETURN AND ANNUAL GOVERNANCE**

It was proposed by Councillor Morgan-Frise, seconded by Councillor Lewcock and

**UNANIMOUSLY RESOLVED** to approve the Annual Governance statement 2017/18 as detailed in Section 1 of the Annual Return.

It was proposed by the Chairman, Councillor Jonik, seconded by Councillor Morgan-Frise and

**UNANIMOUSLY RESOLVED** to approve and sign the Annual Return and Year End Accounts for 2017/18.

**340/18 FINANCE**

**340/18.1 Bank Balances**

Treasurers Account	£6842.72
Business Bank Instant	£8,501.31
<b>Total</b>	<b>£15,344.03</b>

The bank balances were noted

**340/18/2 CASHBOOK YEAR END 2017/2018**

The year-end cash book was noted.

**340/18.3 VAT RETURN**

The VAT claim was approved.

**341/18 POWER OF GENERAL COMPETENCE**

The Parish Clerk's report was noted. Erlestoke Parish Council confirmed its eligibility to adopt the Power of General Competence. Report of the Parish Clerk circulated with the agenda.

It was proposed by Councillor Morgan Frise, seconded by the Chair, Councillor Jonik and

**UNANIMOUSLY RESOLVED** to adopt the Power of General Competence.

**342/18 THE ELECTRIC SUB-STATION ERLESTOKE**

The Parish Clerk would continue her negotiations with Scottish and Southern Electricity (SSE) to resolve the issue over back-payment due under the wayleave before agreeing and signing the Heads of Terms for the Lease proposed by SSE to access parish council land to carry out maintenance to the sub-station.

**343/18 PARISH COUNCIL WEBSITE**

Councillor Frise-Morgan would upload the village newsletter on the website in booklet form with links which can be accessed directly from the newsletter via the website.

**344/18 GENERAL DATA PROTECTION REGULATIONS**

The House of Commons has accepted a Government amendment to the Data Protection Bill which, once the Bill has been enacted, will exempt all town, parish and community councils from the requirement to appoint a Data Protection Officer. All other requirements of the GDPR will apply and will come into force on 25<sup>th</sup> May 2018.

The information was noted by members.

**345/18 WATER HOUSE BUILDING**

The Chairman, Councillor Jonik advised members that he had met with someone and that a volunteer work party would be set up to look at the roof, which is in a very poor state to assess what could be done, an immediate need was for the rafters in the roof to be propped up.

**346/18 MANOR FARM, LOWER ROAD**

At the Annual Parish Meeting it had been suggested that the Parish Council might want to make use of the barn and make it a community hub. The building is in a very poor state and a full refurbishment would be required.

Councillor Lewcock would keep the Parish council in touch with any progress or ideas. Ideas suggested so far for its use were, a café, fitness room, host for children's activities and other community use.

Members also discussed the possibility of bringing the former village hall back into use. Some initial investigations on the cost to reinstate should be sort and then establish whether there were any grant funding opportunities available.

**347/18 PARKING ON THE PAVEMENT OUTSIDE THE GEORGE AND DRAGON PUBLIC HOUSE**

Complaints have been received about people parking on the pavement which is obstructing the footway. It was agreed that the matter should be raised with the highways authority. Evidence through photographs to be sent to Highways.

**348/18 EXCHANGE OF INFORMATION AND ON-GOING MATTERS - no decisions were made on any items discussed under this agenda item.**

- Safety of school children crossing the B3098 chase the contribution for the traffic calming from the parish council
- Erlestoke House Gates
- Fracking
- Broadband
- Play Area
- Erlestoke Lakes
- Erlestoke Woods MOD would be engaging military policemen to operate on the plain

**349/18 TO RECEIVE REPORTS FROM EPC REPRESENTATIVES**

**349/18.1 Footpaths**



**349/18.2**      **Police** – it was noted that a Police Report had not been received.

The Meeting closed at 9.10pm

**Signed:** ..... **Dated 4<sup>th</sup> July 2018**  
**Chairman, Councillor Jonik**