

Clerk to Council: Elizabeth Martin

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Ivy House
72 The Green
Poulshot
SN10 1RT

PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Alton Parish Council
held virtually on Thursday 18th June 2020
commencing at 7:30pm.

MEMBERS PRESENT: Councillors Polly Carson [PC], Michael Golden [MG], Hayley Kington [HK], Alex Oliver [AO], Robert Carpenter Turner [RCT], Carol Whittle [CW],

OFFICERS PRESENT: Elizabeth Martin [EM], Clerk to Council and Robin Aspinall [RA], Responsible Financial Officer

CHAIR: Robert Carpenter Turner

APOLOGIES: None Received

FC20/21/44 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
None received

FC20/21/45 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None

FC20/21/46 **MINUTES OF THE PREVIOUS MEETING HELD ON APRIL 6TH AND 24TH APRIL**
Minutes were not resolved and will be moved to the 16th of July meeting for approval.

FC20/21/47 **CHAIRMAN'S ANNOUNCEMENTS**
No announcements made

FC20/21/48 **POLICE REPORT**
No PCSO in attendance
The report will be post on the website following the meeting.

FC20/21/49 **UNITARY COUNCILLOR REPORT**
No Unitary Councillor in attendance.

FC20/21/50 **PLANNING**

New:

None Received

Update Of Decisions Made:

Application: 20/02064/FUL
Location: Chandlers House, Browns Lane, Alton Barnes, SN8 4JZ
Proposal: Proposed Under Ground LPG Storage Tanks.
Decision: Approved with Conditions

Application: 20/01634/FUL
Location: Land North of Honeystreet Village Pewsey Honeystreet
Proposal: Change use of part of an existing agricultural field to provide a village parking area for 20 cars with associated works and landscaping.
Decision: Refuse

Application: 20/02456/TCA
Location: St Marys Church Alton Barnes Wiltshire SN8 4LE
Proposal: 50% Reduction to Yew (T3). Crown Lift Cherry, Hawthorn and Yew to 2.5 Metres from Ground Level (T6, T15 & T16), 15% Reduction to Yew (T9), Remove Split Limb from Ash Tree (T20)
Decision: No Objection

Application: 20/02723/TCA
Location: 2 Priory Cottages Village Street Alton Priors SN8 4JY
Proposal: Fell 1 Ash Tree (T1) and 1 Cherry Tree (T2)
Decision: No Objection

Application: 20/01633/FUL
Location: The India Shop North Mill Honeystreet Bridge South To The Sands Honeystreet SN9 5PS
Proposal: Change of ground floor use of Building 2 to retail (A1)
Decision: Approved with Conditions

Prior Applications under Consideration:

No discussion was undertaken regarding this application during the meeting.

Application: 20/01631/FUL
Location: Honey Street Mill, 2 A Honeystreet, Pewsey, Wiltshire, SN9 5PS
Proposal: Change of use of former factory building to D1 exhibition hall (for Crop Circle Exhibition) - Resubmission of 19/10296/FUL

- FC20/21/51 TO RECEIVE FOR INFORMATION, THE CLERK'S REPORT**
 The Clerk will be doing a full review of the Governance in place and will be providing the Council with a report with suggested updates. The report will highlight areas by priority.
 It is noted that there is currently a vacancy on the Council. Due to the COVID19 issues the Council is at liberty to postpone appointment to this role. However, the Council must notify the elections office and the public of the current vacancy and must place official notice on the Council Website. EM will contact the Elections office and prepare the notification for the website.
 There has been a letter released on the 18th of June from the Police Commissioner Angus MacPherson. EM will circulate the letter for review and ask that it is placed on the website.
 EM will be working with the Chairman to review the website for accessibility. The Government has released new rules for basic accessibility of Parish Council Websites. Any changes for the website are due by the end of September 2020.
- FC20/21/52 FINANCE MATTERS**
 Bank Reconciliations Circulated (end of financial year only)
 To Receive for information, Disbursements made since the last meeting
- | | | |
|------|--|---------|
| 0001 | Wiltshire Association Of Local Councils Membership | £96.72 |
| 0002 | Community First (Insurance 2020/21) | £600.62 |
- To Receive an update from the RFO
 RA gave an overview of the Council's financial performance for the year and progress towards the completion of the Audit at the July meeting. See enclosed report.
- FC20/21/53 GOVERNANCE**
 Items A to C (Standing Orders, Financial Regulations, Code of Conduct) on the agenda were deferred to the next meeting to allow more time for Councillors to review.
- FC20/21/54 TO APPROVE THE COUNCILS MEMBERSHIP OF THE ICO (INFORMATION COMMISSIONERS OFFICE) VIA DIRECT DEBIT AT A COST OF £35PA (OR£40 IF PAID BY CHEQUE)**
IT WAS RESOLVED TO approve the membership to the ICO AT THE COST OF £40 PER ANNUM PAID BY CHEQUE.
- FC20/21/55 TO CONSIDER AND APPROVE THE APPOINTMENT OF CHARLTON BAKER, DEVIZES, FOR PAYE/PAYROLL FOR THE FORTHCOMING YEAR AT A COST OF £146 EX VAT.**
IT WAS RESOLVED TO approve the appointment of Charlton and Baker for the purposes of Payroll/PAYE of the Clerk at the cost of £146 EX VAT.
- FC20/21/56 TO CONSIDER AND APPROVE THE APPOINTMENT OF COUNCILLORS TO REPRESENT THE COUNCIL FOR MATTERS ARISING WITH WALC/NALC (WILTSHIRE ASSOCIATION OF LOCAL COUNCILS/NATIONAL ASSOCIATION OF LOCAL COUNCILS).**
IT WAS RESOLVED TO approve the appointment of Robert Carpenter Turner and Polly Carson as the Council contacts for WALC/NALC.

- FC20/21/57 **RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
None.
- FC20/21/58 **TO CONSIDER ITEMS OF MAINTENANCE.**
The sign for Honeystreet was replaced by Wiltshire Council and is misspelled.
Action: EM to contact Highways and request a replacement and ascertain a time frame for replacement.
- FC20/21/59 **KEY MESSAGES.**
None.
- FC20/21/60 **NEXT MEETING.**
The next meeting will be held on Thursday 16th July 2020, 7:30. Location to be determined against lockdown regulations.

These minutes are accepted as a true and accurate record: -

Signed _____

Date 16 July 2020

Summary Of Public Participation Section

There was no public present for purposes of participation with the Council.