

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

DRAFT

Minutes of the Meeting of the Parish Council
held in the Village Hall at 7.30pm
14 January 2015

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, Mrs C Crawford, R G Elliott, C Ogilvie, Mrs A Read

No member of the public

Clerk Mrs F A Price in attendance

The Meeting started at 7.30 with

Open Forum

- The Clerk read out Pc Thomas's email which warned of burglaries from sheds and garages in the area with much equipment such as lawn mowers and power tools taken – all should be alert, fit alarms, and report any suspicious activity.
- The Chairman reminded Cllrs that Parish Council Elections are not due until 2017 – any Cllr who wishes to step down should inform the PC in good time so that a replacement candidate can be found. Cllr Mrs Flynn has confirmed that she is willing to continue.

1. Apologies for Absence: received and accepted from

Cllr Mrs Flynn– detained on business elsewhere and Cllr Seed - Area Planning Meeting
Police – both officers on rest days.

2. Declarations of Interest: Cllrs Mrs Oliphant and C Ogilvie – Playing Field

Cllr Mrs Read – Village Hall

Cllr Mrs Crawford – Development Plan/Affordable Housing

3. Minutes of 12 November Meeting: Accepted as a true record and signed by the Chairman

4. Reports:

- ◆ The Chairman asked for Cllrs' comments on Worton PC's discussion paper on traffic on the C20 Worton-Seend road, which she had circulated in advance:
Cllr Ogilvie remarked on a recent accident at the Poulshot T- junction, which is generally felt to be the chief danger-point on the C20, and
Cllr Mrs Read added that drivers at the junction are not necessarily aware of vehicles coming onto the C20 from the byway opposite the Poulshot road.
Cllr Mrs Crawford said that at the Bulkington junction, drivers turning left – towards Seend – have problems with vehicles overtaking other traffic going towards Worton. She suggested central *double white lines* to prevent overtaking on this stretch.
All felt that speed is only part of the problems on the road - measures to improve the sight-lines at junctions are also important.
Cllr Mrs Crawford agreed to represent Bulkington PC at the meeting called by Worton PC.
- ◆ The Chairman has ordered copies of the Countryside Code and posters about dog-owners' responsibilities – to pick up after their dogs and stick to footpaths. A revised article for Spotlight has been prepared, and she will compose a circular, with footpath map, to be distributed as soon as it is ready (Cllr Mrs Crawford will arrange to scan and reduce the map).
All landowners need to be consulted, and it is important not to antagonise dog-owners – she asked all Cllrs to work to make sure the message gets across.that they are not being persecuted.
She will contact Wiltshire Council about improved footpath signs and providing and *emptying* bins – these do not have to be specialised dog-waste ones.
Cllr Mrs Crawford suggested holding a fairly light-hearted Dog Show.

4. Reports contd

- ◆ Affordable Housing – the Chairman has seen a document suggesting Wiltshire Council Farms will put forward their land near the top of Mill Lane as a possible site for retirement homes, to count towards the total of 50 scheduled for the County.
She stressed that the Parish Council has *not* been informed.
If the PC decides to do a survey of housing needs a questionnaire needs to go out to all the houses in the village, plus posters and information on the website.
Cllr Mrs Crawford, who had declared her interest as a professional in the housing field, then said that an assessment of housing needs should be done, stressing that it should not be limited to Bulkington but should include the other villages in the Summerham & Seend division.
Needs must be assessed broadly and care taken to make sure that only the most sustainable sites are brought forward, considering the available infrastructure, transport links etc, remembering that any survey would be likely to be used by developers making a case for new homes.
It might be good to think about a Community Land Trust or similar arrangement if the survey shows a need and desire for affordable homes
Finally, she said that Wiltshire Council is to discuss the adoption of its Core Strategy in January; and once that is agreed there will be a call for sites to meet the Plan.
All agreed that the PC should go ahead with a survey, and the Chairman will contact Seend, Keevil and Poulshot PCs.
- ◆ Melksham Area Board is expected to consider the PC's application for a grant towards the cost of a new Notice Board in February.

5. Finance:

The Clerk gave Cllrs a summary Report on Progress against Budget, which predicts an overspend in 2014-15, largely caused by the very late bill from Balfour Beatty for grasscutting on the PF and Pond - June 2013 to May 2014 - plus the bill from AW Services for June to the end of the 2014 cutting season. This meant 2 payments in one year.
The overspend will be easily covered by the PC's substantial reserves.
Cllr Mrs Crawford had questions about individual payments and the revenue to cover them, and Cllr Mrs Read needed clarification of the system for paying rent for Meetings in the Village Hall - also paid in the 2014-15 Financial Year for the previous year.

The Clerk then presented her Estimate of 2015-16 Expenditure : a total of £4,530 excluding VAT – reclaimed from HMRC, normally at year-end, and November Fireworks – ex-VAT cost reimbursed immediately by PF Cttee.
She suggested a Precept request for £4,500 which with the “top-up grant” of £81.38 should cover any slight rise in costs.

The PC share of Band D Council Tax charge would fall very slightly excluding the “top-up”, including “top-up” it would rise by just over £1.

Cllrs agreed to request a Precept of £4,500.00 plus £81.38 top up = £4,581.38,

and the form was signed by the Chairman and the Clerk. **Clerk to return form by post**

There was some discussion of Insurance costs – the 3-year agreement with Community First is about to end, but the payment from the PF towards the “All Risks” cover for new equipment has another 2 years to run. The Chairman will clarify this and any other payments with the PF Cttee

The PC went on to the Clerk's Report for this Meeting:

Received since last Meeting		
Date	From	£
12 Nov 14	HMRC – April-Nov VAT reclaimed	233.90
10 Nov 14	Interest on Deposit Account	0.31
9 Dec 14	Interest on Deposit Account	0.28
4 Dec 14	PF Reimbursement – Tea Urn ex-VAT	59.6

5. **Finance** continued

Paid since last Meeting				
date	Payee	£	[inc VAT]	Chq 0000
12 Nov 14	Royal Brish Legion Poppy Appeal	25.00		105
	Mrs L Peters – Remembrance wreath	25.00		106
	Mrs S Oliphant – Reimbursement, tea urn	71.55	11.93	107
	PF – VAT on goalpost repair	31.46		108
28 Nov 14	PF – Printing cost of Calendars	267.54	44.59	110
1 Dec 14	SLCC – Clerk's 2015 sub	103		111

Note – cheque no 0000109 made out to wrong payee and *cancelled*

Authorised at this Meeting				
date	Payee	£	[inc VAT]	Chq 0000
14 Jan 15	A.W Services – grasscutting from June 2014	600.00		112

The PC accepted AW Services' tender for the full 2015 grasscutting season - £840 ex-VAT; the Chairman signed a letter agreeing this and indicating that VAT will be paid if and when the firm is registered and shows its VAT number on bills.

6. **Section 137 LGA 1972:** No application received.

The Clerk reported that cheque no 102, dated 10 September - £50 towards Spotlight production costs - has still not been presented – she will try to chase it.

7. **Correspondence:** relevant emails circulated to Cllrs concerned.

a WILTSHIRE COUNCIL :

- Public Meetings on 2015-16 Budget – Trowbridge 27th January 5pm in Atrium County Hall
Devizes 3rd February 5.30pm in Corn Exchange

- Western Area Planning Cttee – tonight, Cllr Seed's Apologies to BPC

b MELKSHAM AREA BOARD: Next Meeting 11th February in Assembly Hall

c WALC:

- Councillor Training Core Skills Tuesday 24th Feb, 6.30 for 7pm, new Community First building
no Cllr able to attend
- AGM 27th January 6 for 6.30pm in Devizes Town Hall
none able to attend

d COMMUNITY FIRST: Buckingham Palace Garden Party 28th May -

- nominations to go into ballot for invitation - by 2nd February
no nomination from BPC
- e-petition -

Central Govt to continue funding ACRE [Action with Communities in Rural England] Network.
Closing date 19th January, link <http://epetitions.direct.gov.uk/petitions/73418>

e CITIZENS ADVICE BUREAU: Information on Energy Bills

f Advertisement – Daniel Potter, West Country Tree Services -

keep on file

g Oil Buying Club offer to address PC on home heating oil purchases -

no invitation

h Royal Bath & West Show – form to enter for Prince of Wales Award

no entry

i Requests for Donations from Wiltshire Citizens Advice, Victim Support -
Bulkington Parish Council only donates to strictly local organisations.

3 copies of CPRE booklet How to Respond to Planning Applications – distributed

Available to download from Department for Communities & Local Government website -

Plain English Guide to the Planning System – Clerk's copy circulated

Transparency Code for Smaller Authorities - BPC's Standing Orders comply with this Code.

8. William Breach Centenary Playing Field:

Cllr Mrs Oliphant reported

- the Committee has £2,000 in the Bank
- Urchfont calendar a success, will repeat for next year
- After RoSPA Report Cttee has removed some smaller pieces of equipment, eg the portable slide, as no longer viable, and much other equipment needs replacing.
- Before deciding on replacements it is important to establish the age profile of users, and Cllr Mrs Oliphant has engaged a company to do an assessment
- Willow Structure – impossible to maintain, to be removed at 7th February Maintenance Day

Events planned for 2015 include

- Metal Detectorists 14th March - Philip Coles to provide parking on his land, PF to provide Barbecue and soft drinks/tea/coffee.
- September Games - on 5th or 6th - to include a Dog Show
- Fireworks to be on 7th November

Payments due to Parish Council: £222.95 ex-VAT cost of printing Calendars and PF Contribution towards All Risks Insurance costs on new Equipment, normally £60 - Cllr Mrs Oliphant outlined the history of this payment, connected with Grant conditions which required All Risks cover for the first 5 years. **See 5. Finance**

9. Planning: 1 Application to be considered at this Meeting -

14/11786/FUL

Assigned Officer Mr David Cox

Proposed extension to existing farm buildings to create Machinery Store
Gaston Green Farm
Bulkington Drove
SN10 1SN
Mr Robert Breach

Cllrs examined the plans and elevations and agreed to

Support the Application

As the closing date for comments is *14th January*

Clerk will email BPC response tonight

10. Any Other Business:

- Cllr Ogilvie said the promised gel bags for flood defence have not yet been delivered
- Meetings and “exercises” for Community Volunteers are no longer required – the Chairman will respond to this announcement.

There being no further business the Meeting closed at 9.03pm

**Next Meeting 11 March
to include
Preliminary Accounts for 2104-15**

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

DRAFT

Minutes of the Meeting of the Parish Council
held in the Village Room at Seend Community Centre at 7.30pm
[Bulkington Village Hall floor under repair]
11 March 2015

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, Mrs C Crawford, R G Elliott, Mrs J Flynn, C Ogilvie and Mrs A Read

Cllrs R Hubbard and J Seed [Wiltshire Council]

Pcso Helen Wilson

No member of the public

Clerk Mrs F A Price in attendance

The Meeting started at 7.30 with

OPEN FORUM

- The Chairman gave a brief run-down of the Village Hall situation: the floor is drying out and nearly ready for use, but major work to walls will be required to prevent recurrence of damp problems. Village Hall Committee to explore grant possibilities, Parish Council to give such support as it can
- Cllr Seed asked Cllr Ogilvie about the drain situation – Cllr Ogilvie replied there were no current problems, but the promised “gel sacs” have not been delivered. Cllr Seed promised to look into it.
- Cllr Mrs Oliphant asked why the Environment Agency no longer seems to check sluices etc – local farmers are concerned. Cllr Seed will check, and Mrs Oliphant will email him the details.
- The Chairman then asked about progress on a new RAF Keevil runway: Cllr Seed said that the MOD is now considering a different aircraft, which will require a different runway, and there will be problems with lorries bringing in aggregate on Pinckney Lane past the sewage pumping station – lights will be needed to control two-way traffic on a narrow road. Another possibility is crushing and re-using existing track. Cllr Ogilvie suggested that cuts in Forces spending might be a problem, and Cllr Elliott wondered whether NATO might be involved.
- Cllr Ogilvie asked whether Wiltshire Council has policy to provide for an ageing population – such as is seen in Bulkington's demography. Cllr Hubbard said there are various schemes – eg for Dementia sufferers a “safe place” where someone can go for help – there is a shop in Melksham providing this service. Other schemes are to be found County-wide, but as always the problem is money. Cllr Mrs Oliphant wondered whether the Playing Field, when replacing the equipment for very young children, should consider providing instead for adult exercise and recreation? Cllr Hubbard replied that in a few years the village might be full of young families again. Cllr Mrs Read pointed out that grandparents often bring grandchildren – some visiting from quite far away – to use the Field and its equipment. Cllr Mrs Crawford said the Field is a draw for young families considering moving to Bulkington.
- Cllr Hubbard said the Area Board can support schemes for 13-19 year-olds, but this is difficult in small villages. However, thanks to Cllr Seed, Melksham Area Board now has a refurbished minibus available to bring village youngsters to Youth Clubs etc, once or twice a week, FREE. Cllr Mrs Flynn asked whether it could also be used by the elderly – Cllr Hubbard said this might be possible, but there would be a lot of red tape involved and volunteer drivers are needed. He would like to see the widest possible use, and adults could be asked to contribute to fuel costs. Generally, it might be a Community Bus, owned by a registered charity. Cllr Seed said that the real need is to create activity, and transport, to end isolation. Cllr Hubbard agreed that social isolation is the biggest problem, and so he was keen to see the bus used as widely as possible – which means getting funding to keep it going.

OPEN FORUM contd

- Cllr Mrs Oliphant raised problems with a stile which blocks the way for dog-walkers, breaking circuit round Bulkington – when approached landowners [Howard] decline to take any action. Cllr Seed agreed to meet Mrs Oliphant to see the problem, then he will speak to Charles Howard.
- Cllr Seed said there was some sympathy for Bulkington's grant application to the Area Board but schemes must be in by mid-April – he added that funds for a new Notice Board should be applied for by a Community group, not the Parish Council.
- Cllr Mrs Crawford asked for clarification of the grant terms – Cllr Seed replied capital grants cover 100% of the application up to £1,000, with 50/50 match-funding required between £1,000 and £10,000. Applicants are limited to 2 projects in any one year.
- PcsO Wilson said thefts in the area include a parcel left outside, and chain-saws from sheds etc.
- A report of an intruder at Leaze Farm seems to have been a false alarm – the Police note that good security cameras and other measures are going in to the new storage sheds at the farm.
- The new Police messaging service can be used for such things as flood warnings as well as reports of crime – she urged all to sign up. Cllr Ogilvie will put a link on the village website and check with the Police on websites etc, while the Chairman will put a reminder on the Notice Board.

Cllrs Hubbard and Seed and PcsO Wilson left at 8.10 and the Meeting turned to the main **Agenda**.

1. Apologies for Absence: none

2. Declarations of Interest: Cllrs Mrs Oliphant and C Ogilvie – Playing Field

Cllr Mrs Read – Village Hall

Cllr Mrs Crawford – Development Plan/Affordable Housing

3. Minutes of 14 January 2015 Meeting: Accepted as a true record and signed by the Chairman

4. Melksham Neighbourhood Plan:

The Chairman said the Area Board is consulting villages outside the Melksham Plan area because the Plan may affect them – for example new Housing proposals.

She stressed that a Village Plan has little or no force, but Cllr Mrs Crawford said she has been assured that *small* villages will not have new housing forced on them.

The Chairman then gave Cllrs a sample of the Housing Needs Survey to be distributed in the village: the completed forms are to go to Wiltshire Council.

Cllr Mrs Crawford and Cllr Ogilvie suggested a covering letter from the PC to make it clear that the survey seeks the personal views of villagers, and there is no obligation to answer all the questions.

Cllr Barratt suggested using the latest Census (2011) for a distribution list – but Cllr Ogilvie said the data would not match.

Cllrs Mrs Flynn and Mrs Crawford volunteered to do some canvassing if required.

The Chairman and Cllr Ogilvie to go to the Melksham Plan “Open House”, probably on the 28th.

5. Reports:

- ◆ Walking with dogs and picking up after them: 150 copies of leaflet are being produced, by the Spotlight printer Neil Yockney – cost £33. **See 7. Finance**

The Chairman reported that landowners generally are pleased that action is being taken to deal with these problems, and other PCs may follow Bulkington's example – Cllr Hubbard has told Steeple Ashton PC that providing free bags and bins reduced fouling in Melksham by 80%, and the PC could apply for a grant towards the cost. **Chairman to follow up.**

Cllr Mrs Flynn will check possible sites for both bins and bag-dispensers.

Cllr Elliott was very pessimistic about the efficacy of notices etc, and suggested that his only option was to plant a crop such as maize since livestock will not eat grass fouled by dogs.

Cllrs Mrs Crawford and Mrs Flynn felt however that a start could be made, and after some disagreement on the exact provisions in the Countryside Code, the PC suggested that Cllr Elliott put up notices stressing that *dogs must be kept on leads* and *walkers keep strictly to footpaths*, especially in the growing season.

5. Reports: contd

- ◆ Cllr Mrs Oliphant has commissioned a carpenter to make the new noticeboard – cost partly covered by the £500 “wayleave” for laying solar energy cable under Fullwood Lane. The old noticeboard will be given to the Playing Field.
- ◆ Cllr Mrs Read gave a fuller report on progress with repairs to the Village Hall; the floor is almost ready for use, a system of under floor ducts and fans to prevent future dry and wet rot is going in, but the main problem of water seeping through the South and West walls remains. The Cttee is taking advice, but fears that the cost of any work will all but clear out its reserves.

6. Section 137 LGA 1972: No application received.

7. Finance:

The Clerk presented *preliminary* Receipts and Payments Accounts, warning that the Financial Year has another 3 weeks to run. The figures include Payments at this Meeting.

The completed Annual Return, including Internal Auditor's report, must be approved and signed ready to go to the External Auditors by the Appointed Date of 1 June.

The Clerk suggested this be done at the PC's May Annual Meeting at the latest.

As expected, the 2014-15 Accounts show an *overspend* against Precept + Grant of some £1,550 - largely the result of Balfour Beatty's late billing for 2013 PF Maintenance, plus the single month done in 2014; Village Hall hire for 2013-14 was also paid late because of a mix-up over billing.

As there was an unusually large sum Brought Forward - £6,900 – the PC is in no danger of going into the red and its Reserves remain over £5,000, comfortably above Precept.

£188 in VAT is to be reclaimed in April as usual, and will go into 2015-16 Receipts.

Cllr Mrs Crawford asked why there were no Accrual figures – the Chairman explained that the PC's Accounts are done on a Receipts and Payments basis only.

There were no other questions from Cllrs.

Received since last Meeting		
date	from	£
29 Jan 15	PF – reimbursement Calendar printing ex-VAT	222.95
	PF – contribution to equipment Insurance costs	60.00
9 Feb 15	Interest on Deposit Account	0.29
9 Mar 15	Interest on Deposit Account [est]	0.29

Paid since last Meeting				
date	Payee	Amount	[inc VAT]	Chq no.
14 Jan 15	AW Services – 2014 grasscutting	600.00		112
2 Mar 15	Fenland Leisure Products – swing seat	170.40	[28.40]	113

Authorised at this Meeting				
date	Payee	Amount	[inc VAT]	Chq no
11 Mar 15	Mrs F A Price – Clerk's ½ year salary	700.00		114
	Mrs F A Price – Clerk's ½ year expenses	242.88		115
	Bulkington Village Hall – 6 Meetings	60.00		116
	RW & HC Breach - hedgecutting	84.00	[14.00]	117
	Seend Community Centre – 1 Meeting	20.00		118

7. Finance contd

Letter – dated 19th January - from HMRC about electronic PAYE and National Insurance payments. Clerk will write after the beginning of April to say that Bulkington PC is not liable for either as it has no PAYE scheme and its sole, part-time, employee is over the age for National Insurance. HMRC have accepted this in the past – but their systems change constantly.

8. Correspondence: All relevant documents forwarded electronically.

9. William Breach Centenary Playing Field:

Cllr Mrs Oliphant reported

- Trees have been planted
- Metal detectorists' session cancelled
- Year's Financial report in preparation

Cllr Ogilvie stressed the importance of looking at provision in light of the different age profile.

Mrs Oliphant added that a changing population seems to mean less sense of community, with the result that engaging people of the village in maintenance of the Field is a real struggle. The Field is well-used, but the Committee is unable to recruit members and nobody comes forward to help with regular maintenance jobs.

10. Planning: No Application or Wiltshire Council Decision received.

11. Any Other Business: None requiring discussion

There being no other business, the Chairman closed the Meeting at 9.20pm

**Next Meeting 13 May
following the Annual Parish Meeting**

**Annual Meeting of the Parish Council
including Election of Chairman for 2015-16
and Year-End Accounts for 2014-15**

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

Minutes of the Annual Parish Meeting
held in the Village Hall at 7.30pm
13 May 2015

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, Mrs C Crawford, R G Elliott and Mrs A Read

Cllr J Seed [Wiltshire Council]

Pc Emily Thomas, Pcs Helen Wilson (who will replace Pc Thomas during her maternity leave)

No member of the public

Clerk Mrs F A Price in attendance

The Meeting started at 7.30 with

1. **Apologies for Absence:** received and accepted from Cllr Ogilvie who is on holiday abroad, and Mrs Flynn, who has informed the Parish Council that she has to resign. **See Chairman's Report.**

➤

2. Minutes of 2014 Annual Parish Meeting: confirmed at July 2014 Parish Council Meeting

3. **Chairman's Report:**

As in previous years, **pressure on our budget** has been a focus for us as costs increase and we strive to manage our expenditure without requesting an increase in our Precept. So, I would like to start by thanking my fellow Councillors for their unanimous decision not to increase our Precept.

Thanks also to our diligent Clerk for tirelessly shopping around for the best deals and her excellent management of our funds.

My thanks also to Cllr Jonathan Seed for his ongoing support, and the Melksham Area Board for their financial support of groups and projects within the Village - Bulkington Remembers (WWI anniversary commemoration) and the Village Hall Committee (repairs to this community asset).

And of course our thanks to the Policing Team for their sustained commitment to maintaining a policing presence in our Village.

I would also like to thank my fellow Cllrs for their ongoing focus on applying the 10 Principles of our Code of Conduct (Integrity, Leadership, Objectivity, Judgement, Accountability, Openness, Respect, Stewardship, Lawfulness and Selflessness).

There is another principle that I would like to add and that is Engagement. Villagers rarely attend our Meetings, which is probably a reflection of the busy lives that we all lead. However, as Councillors we are representing the needs and views of the people who live in Bulkington. So we must make sure we find out what people think and bring those views to the Meeting to ensure we have a balanced debate and that the decisions we reach don't reflect the views of the one person who voiced an opinion.

For more details on the rôle of the Parish Council please see www.Bulkington.org.uk

The recent **Housing Needs Survey** was commissioned precisely because we did not feel we understood enough about the housing needs and aspirations of villagers, whether for new homes, affordable homes, upsizing, downsizing or retirement homes. The Survey results will enable us to understand whether there is an issue with the range of homes available and, if there is, develop a plan to ensure that any housing development would be of benefit to Bulkington and its residents.

We have seen a number of **Planning Applications** and I thank my fellow Councillors for their objective approach and their local knowledge, which I am sure the Planning Dept at Wiltshire Council find most helpful when determining an Application, although from our perspective it often does not feel like that. Applicants have a basic right to expect that when they submit a Planning Application it will be approved unless there are justifiable grounds to refuse it (not the other way round); whether Councillors like an Application or not is irrelevant.

The Parish Council is not a Planning Authority and *does not have executive powers to accept or reject Applications*, but under the Local Government Act 1972 *is able to make observations* to the Planning Authority (Wiltshire Council) upon Applications in its Parish.

The meetings where we review Applications are open to all members of the public and we will make an objective review of all aspects of the Application including its position in relation to the existing and neighbouring buildings, its design, whether it creates a loss of privacy or light to nearby properties, its appearance in the street scene, whether it affects local drainage or parking and the overall needs and requirements of the village.

My rôle as Chairman is to ensure that the Parish Council is completely objective and any Councillor directly affected by an Application must declare this and if they wish to comment on it specifically, they must declare either a personal or prejudicial interest in the outcome of that Application and will not be allowed to participate in the vote. Indeed they will be asked to leave the room while the Parish Council votes on the application.

For more details on the rôle of the Parish Council please see www.Bulkington.org.uk

Although our **Playing Field Committee** has a healthy Bank balance it is struggling for membership as well as support for activities other than the annual Fireworks fundraising event. The Parish Council pays for the grass cutting, but all other maintenance is self-funded and undertaken by volunteers.

This year the Committee was delighted to receive 2 new benches commemorating the anniversary of the start of World War I, given by "Bulkington Remembers" and dedicated by the Rev Maureen Allchin as part of the Remembrance Service.

We are very grateful to Melksham Area Board for providing funds for these benches.

Thanks to Councillor Ogilvie and Bto Mrs Suzanne Barratt for the ongoing work they put in to www.Bulkington.org.uk our fabulous website.

For those of us who are not so technically minded, I hope the newly installed **Noticeboard**, funded by the Parish Council and a donation from the Marsh Farm Solar Development Company, will be a valuable resource.

Sadly, Jan Flynn leaves us today. Being extremely busy with all her work and family commitments, Jan feels that she is not able to give the time to her duties as a Parish Councillor.

Thankyou Jan for giving your time and sharing your thoughts and opinions.

We will complete our search for a replacement and appoint a new Councillor as soon as possible.

Finally, our thanks as ever go **to the farmers and landowners** who manage the land, hedges, ditches, lanes and footpaths around the Village. It is easy to take our surroundings for granted and we count ourselves lucky that our landowners take their responsibilities seriously and give their time and resources to improve our environment.

Can I ask everyone to keep to keep to marked paths, and dog-owners to pick up after their animals.

4. **Financial Report** by the Clerk Mrs F A Price:

2013-14 Annual Return was accepted by the External Auditors Grant Thornton in June 2014, no fee, fee for the Internal Auditor Mrs MA Kimber, £30.

Summary figures for the last 2 years, all rounded to nearest £ – *nb 2014-15 not yet externally audited.*

	2013-14	2014-15
	£	£
Balance Brought Forward	6,133	6,900
+ Precept	4,500	4,500
+ Other Receipts	2,710	2,540
- Staff/Admin Costs	1,814	1,880
- Other Payments	<u>4,629</u>	<u>4,303</u>
Balance Carried Forward	6,900	7,757

Total Fixed Assets remain unchanged at £50,080 – this will be revised if some Playing Field equipment is replaced, at higher or lower valuation.

This year's Accounts were complicated by paying *two* invoices for Grasscutting – Balfour Beatty took over as contractors from Wiltshire Council at the end of May 2013 but did not invoice Bulkington P C, despite repeated requests, until May 2014 - £686.22 inc VAT for June 2013 to the end of May 2014.

For the rest of the 2014 season, and future years, the PC called for tenders and appointed AW Services, who quoted a charge of £60 per fortnightly cut ex-VAT. Their bill for 2014 came to £600, and was paid in January 2015. This took the total actually paid for grasscutting to £1,286.22. [Wiltshire Council had been paid £145.99 for April-May 2013 in July 2013]

Less was spent on such things as trees, bench for the Playing Field, Village Hall hire for Parish Council and Planning Meetings; plus more VAT was paid in 2013-14, reclaimed in 2014-15, and a £500 “wayleave” for laying a solar power cable under Fullwood Lane, so in spite of these problems the Accounts show a rise in the amount Carried Forward of £857. This will even out over years to come. The £500 “wayleave” was a one-off payment, spent as agreed towards a new Notice Board – this forms part of the 2015-16 Accounts.

Reserves of approximately £7,750, or £3,250 more than Precept, will protect the Parish Council against some rises in costs – for example, grasscutting will be £1,008 for a full year if/when AW Services is registered for VAT (£840 + £168 VAT) – but there is no room for complacency, especially if central Government imposes big cuts in its payments to main Local Authorities such as Wiltshire Council.

As there were no members of the public present, the Meeting closed at 7.45 and the Parish Council moved immediately to its Annual Meeting.

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

Minutes of the Annual Meeting of the Parish Council
held in the Village Hall at 7.45pm
13 May 2015

Present: Cllr Mrs S Oliphant, Cllrs S Barratt, Mrs C Crawford, R G Elliott and Mrs A Read

Cllr J Seed [Wiltshire Council]

Pc Emily Thomas, Pso Helen Wilson

No member of the public

Clerk Mrs F A Price in attendance Apologies : see Annual Parish Meeting

1. Election of Chairman for 2015-16:

That Cllr Mrs Oliphant serve as Chairman for the coming year:

Proposed: Cllr Mrs Crawford **Seconded:** Cllr Mrs Read **Elected Unanimously**

2. Meeting Dates for 2015-16:

Cllrs agreed to revert to the third Wednesday of alternate months, as follows:

2015: 15 July 16 September 18 November
2016: 13 January – Precept-setting 16 March – Preliminary Accounts
 18 May – Annual Meeting – Election of Chairman, Final Accounts if available,
 immediately after the Annual Parish Meeting.

3. Declarations of Interest:

Cllrs Mrs Crawford – Housing, Mrs Oliphant – Playing Field, and Mrs Read – Village Hall

4. Minutes of 11 March Parish Council Meeting:

Accepted as a true record and signed by the Chairman

5. Reports, Correspondence: [All correspondence already forwarded to relevant Cllrs]

- Pc Thomas reported 3 recent thefts in Bulkington:
- 5 May - various items from Cllr Mrs Read's carport during kitchen renovation work;
- 10 May – tools and strimmer from Cllr Elliott's locked garage;
 saws etc from garden at 35 Bulkington
- Keevil and Great Hinton have reported “fence energiser” thefts

Pc Thomas's maternity leave starts at the end of May, ending in January 2016;
Pso Wilson will be working in Bulkington and neighbouring villages during that time.
The PC wished Pc Thomas well, and welcomed Pso Wilson.

- Cllr Seed reported:
- Melksham Area Board has given a grant towards work on the Village Hall, but he warned that the Board's funds are not unlimited.
- He is now the Wiltshire Council Cabinet Member for Housing and related matters.
- Latest information on the new Keevil Runway is that the matter is probably shelved - he asked the Chairman to email him about “track days” on the airfield.
- Wind Farm project is definitely off.

Cllr Seed and the Police representatives left at 8.05

5. Reports contd.

- The Chairman asked about responses to Walking with Dogs – Cllr Mrs Crawford reported an approach from one angry resident who resented the “tone” of the flyer, but it seems that most are ready to cooperate.
Cllr Mrs Oliphant has seen more dog-walkers carrying “poo bags”, but Cllr Mrs Read recently saw 2 people with 4 dogs which they allowed to run loose in a field.
Cllr Mrs Crawford asked whether the PC could *enforce* the request to have dogs on leads, adding that she has merely asked people to stick to the footpaths and keep dogs under control - the Chairman said that the law is not clear on this point, but Cllr Mrs Crawford said that fewer people are just wandering off the footpaths.
Cllr Mrs Read suggested putting a leaflet or a sticker on visitors' cars - the Chairman said that would be good if possible, but some people either *cannot* or *will not* read a map - perhaps a better map could be produced?
Cllr Mrs Crawford promised to see what she could do.
Written feedback so far stresses problems with stiles – eg rotting planks, barbed wire on posts, and one case where the stile is unusable and walkers have made a new gap further down, reverting to the proper path once through the hedge.
Cllr Elliott said that more people are using the Lane and sticking to paths; on Kissing Gates, etc he said that the Ramblers Association is keen to see Wiltshire Council install more wheelchair-negotiable gates, especially on the White Horse Way and similar routes. This poses a problem with livestock, and landowners would be responsible for closing the gates. Cllr Mrs Oliphant promised to discuss the whole matter with Cllr Elliott, and added that people demand more bins for disposing of “poo bags” - but who is to empty them??
A notice will go in Spotlight as soon as possible, but currently the editors have problems with space.
- Cllr Mrs Read reported that the Village Hall Committee has decided to have silicone injected in the walls to produce an impermeable layer which should stop rising damp. An expensive process, but thanks to the Area Board's grant for the floor repairs it can now be afforded.
- Cllr Mrs Read promised to email the VH Treasurer's address so the Clerk can send any payments direct to him.

See 7. Finance

6. Section 137 LGA 1972: No application received

7. Finance: The Parish Council examined the Year-End Statement of Accounts for 2014-15:

Section 1 – Accounting Statements 2014/15:

certified as properly presenting Receipts and Payments - *signed* Clerk/Responsible Financial Officer
confirmed as Approved by the Council at this Meeting – *signed* by the Chairman

Section 2 – Annual Governance Statement 2014/15:

confirmed as showing that the Council maintained a sound system of internal control, all present answering “yes” to statements 1-8, and “NA” to statement 9 - the Council is not a trustee

signed by the Chairman and the Clerk/RFO

(Section 3 – External Auditor's Report will be returned to the Council when Audit is complete)

Section 4 – Internal Auditors Report:

Agreed that the Council had achieved all objects of internal control with the exception of Sections F – NA because no petty cash is kept, and K – NA because the Council is not a trustee

signed by the Internal Auditor Mrs M A Kimber

Bank Reconciliation – accepted by the Council as correct, showing 3 unrepresented cheques.

Explanation of Variances – accepted by the Council as correct, none requiring explanation

The Clerk will send the Statement to the External Auditors Grant Thornton as soon as possible

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7. Finance continued

The Clerk then presented her report for this Meeting:

Received since last Meeting:

Date	From	£
9 Apr 15	Lloyds Bank – Interest on Deposit A/c	0.25
24 Apr 15	Wiltshire Council – Precept + Grant	4,581.38

Paid since last Meeting

Date	Payee	Amount £	[inc VAT]	cheque
23 Apr 15	Mrs S Oliphant – printing flyers	19.50	-	119
7 May 15	Daniel Marles – new Notice Board	788.00	-	120

Authorised at this Meeting

Date	Payee	Amount £	[inc VAT]	cheque
13 May 15	Bulkington Village Hall - Donation	374.48	-	122
	WALC – fee for Audit Seminar	12.00	[2.00]	123
	WALC – WALC and NALC 2015 subscription	102.06	[17.01]	124
	Community First – Insurance 2015-16 including 5% discount for 3-year agreement	573.26	-	125
	NALC – Local Council Review 2015 subscription	17.00	-	126

*After Year-End submitted - Internal Auditor's Fee - £30.00 Mrs MA Kimber
When billed – SPEED STICKERS for domestic refuse bins - £87 for 100 stickers*

Bank Balances before transfers totalling £1,500 to cover Payments above:

Bus Bank Instant [Deposit] A/c 27214460 £11,861.42
Treasurer's [Current] A/c 27213368 £536.99
[chq 116 £60 - VH Hire – un-presented, lost?: replacement to be issued after 6 months]

The Chairman is to investigate online banking - for Transfers between A/cc and Statements only..

8. William Breach Centenary Playing Field:

1.

The Chairman reported that after ex-VAT reimbursements to the Parish Council for Fireworks, Calendar and Goalposts, and £60 contribution to Insurance costs – against a profit of £850 on the Fireworks, and a smaller one of £92 on the Calendars - the Playing Field has a Bank Balance of slightly over £3,000.

However, the Cttee is losing members, making such tasks as routine inspections and repairs more of a burden on those who remain. Cllr Mrs Crawford is willing to re-join, but more people need to be involved, both in maintaining the Field and its equipment and in planning for the future. Cllr Mrs Oliphant intends to call a Committee Meeting to discuss its functions and membership.

9. **Planning:** No Application or Decision.

10. **Any Other Business:**

- After Mrs Flynn's resignation – Chairman informed by email, Clerk to ask her to remove her name from Wiltshire Council's Register of Interests – the PC has 1 Casual Vacancy, but Cllr Elliott is considering resigning and will inform the Clerk of his decision after the weekend.
- Clerk to advertise Casual Vacancy/Vacancies next week, by posting a Notice: a Poll may be requested by any 10 or more local council electors within 14 days of the date of the Notice. If no Poll is requested the Council may meet to Co-opt Councillor(s) to serve until Local Council Elections in May 2017.

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10. Any Other Business continued:

- Cllr Mrs Crawford asked to be sent Agendas, Minutes etc by email only.
- Cllr Mrs Read raised a query about a structure which has appeared in Mr and Mrs Gray's paddock behind her house – should Planning Permission be sought? The Chairman replied that it is classified as a “mobile shelter” and so does not require Planning Permission.
- The Chairman said Wiltshire Council seems to believe that the Clerk has resigned – not so, although she was recently “headhunted” by Worton PC. Mrs Price turned down the approach.
- Finally, the Chairman reminded all of the need for helpers at the Fête on Saturday 25 July.

There being no other business requiring discussion, the Chairman closed the Meeting at 9.15pm

Next Meeting 15 July

**to include Review of Financial Regulations
List of Cheque Signatories
Co-option of new Councillors**

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

DRAFT

Minutes of the Meeting of the Parish Council
held in the Village Hall at 7.30pm
15 July 2015

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, Mrs C Crawford, R G Elliott, C Ogilvie and Mrs A Read

Cllr J Seed – Wiltshire Council

1 member of the public and the 2 candidates for Co-option

Clerk Mrs F A Price in attendance

The Meeting started at 7.30 with

OPEN FORUM

The Chairman first outlined procedures, especially filling vacancies by Co-option, and invited all members of the public to use the Open Forum to voice concerns and raise issues affecting individuals or the village as a whole.

- Cllr Seed then spoke
- Motorsports – he is still working with RAF Keevil on the question of restoring “track days” on the airfield, but there is no decision yet. Track days were allowed until the new runway started being talked about, and when Cllr Mrs Oliphant met Squadron Leader Brown (i/c Keevil and Brize Norton) he was keen to get in touch with nearby villages – he promised to come to Bulkington's Fête – and said he would like to see “track days” again, perhaps once a month.
However, Keevil is getting a lot of requests to use Keevil for Army training, and Cllr Seed said this might clash with the track days. Keevil PC has raised no objections, and Planning Permission would not be required for 14 days a year.
- Cllr Seed asked about the recent consultation on sites for house-building - the Chairman said there was a 48% response to the PC's enquiry.
- Changes in Policing mean that many more officers are available, but only at PCSO level,
and in future it may not be possible to attend PC Mtgs regularly.

The Chairman went on to the Agenda:

1. **Apologies for Absence:** Received and accepted from PCSO Wilson – Chairman has her report.
2. **Declarations of Interest :** Cllrs Mrs Oliphant for Playing Field; Mrs Read for Village Hall;
Mrs Crawford for Housing.

3. Resignations and Co-option of new Councillors:

Cllr Mrs J Flynn resigned in May; Cllr RG Elliott submitted his resignation at this Meeting.

The PC accepted his resignation, noting that he had been a Councillor since the beginning of

Bulkington Parish Council 20 years ago, twice serving as Chairman, and he then left the room.

The vacancies were announced and no request for an Election was received within the set period, so the Parish Council proceeded to Co-opt Cllrs to serve until the next Council

Elections.

That Oliver Coles be co-opted to serve as a member of Bulkington Parish Council:

Proposed: Chairman Cllr Mrs Oliphant
Barratt

Seconded: Cllr S

All in Favour

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3. Resignations and Co-option of new Councillors: contd

That Glen Elliott be co-opted to serve as a member of Bulkington Parish Council:

Proposed: Chairman Cllr Mrs Oliphant
Ogilvie

Seconded: Cllr C

All in

Favour

The Clerk to inform Wiltshire Council of the changes, Clerk and Chairman to arrange alterations to the list of Signatories with Lloyds Bank.

4. Minutes of Meetings on 11 May – Annual Parish Meeting and Annual Meeting of the Council:

[a] Annual Parish Meeting: accepted as true record

[b] Annual meeting of the Parish Council: accepted as true record,

both sets of Minutes signed by Chairman

5. Reports, Correspondence:

☒ Pensions Regulator insists that the PC set up a Pension Scheme and enrol all employees in it.

Clerk suggests writing to say the PC has only one, part-time employee, has no Pension Scheme and does not foresee any change in this situation.

Chairman to sign the letter.

☒ Police Report: 1 crime in Bulkington – attempted break-in in High Street last Monday;

be careful, *always lock up* – this is second attempt in last few months.

The Chairman suggested alerting Neighbourhood Watch, and Cllr Ogilvie remarked that the Police have set up a reporting/warning system but nothing seems to come through.

Keevil 4 electric fences stolen – Police advise making any such equipment *unfit for resale* if at all possible.

☒ Footpaths – many concerns about blocked paths, broken stiles, lack of clear signs etc., landowners should keep an eye on the paths on their land, and use can be made of the app from the Ramblers Association which offers help in getting all footpaths clearly mapped – volunteers can then check, report problems and then organise action.

All the footpaths in Bulkington could be put on the website and perhaps downloaded.

Cllr Ogilvie wondered how many footpaths there are, including those that go out of Bulkington to Keevil or Seend.

The Chairman has had some complaints about the lack of Footpath Signs, but also interest in making “guides” to circular walks, on the lines of those in the Life in Devizes monthly booklets.

After some discussion of methods it was decided to involve Cllrs first, then invite other villagers to take part.

Cllr Mrs Oliphant suggested making the walks interesting with things to pick up or

“tick off”, but warned that it was unlikely that more than 1 walk guide could be published.

Cllrs Ogilvie, Elliott and Mrs Crawford will look into making guides and signs -

Cllr Mrs Crawford stressed the importance of making clear that the PC is *not* anti-dog.

☒ PIGS grants for path improvements require match-funding, and usually want to replace stiles with “kissing gates”, which can be left open and in any case are *not* stock-proof.

Cllr Elliott volunteered to put in a new stile between 2 of his fields.

- ◆ Dog -mess – the Chairman said there are a couple of “repeat offenders”, and generally dog-owners still demand more bins – but who is to pay ? and empty these new bins?? The PC can encourage use of those bins that do exist – could leaflets be used as signs

-
from the floor - there are definite favourite spots eg on verges along Mill Lane
Cllr Ogilvie suggested that where a culprit is seen he/she should be “named & shamed” - and perhaps the mess marked in some way? luminous spray??

The Chairman suggested poo-bag dispensers (as in Melksham) in particularly bad spots – she will investigate grant possibilities.

Cllrs Coles and Elliott will put posters on stiles on their land.

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5. Reports continued:

- ◆ Housing Needs Survey – Chairman put out questionnaire and got a good response, but she feels it is unlikely to cover the whole situation. She feels a check on the *whole* population is needed, adding that no nearby villages have done surveys.

Cllr Mrs Crawford said that just building the 2 “affordable units” requested is not practicable –

any developer would want to put up 6-8 others.

She said the whole question needs to be looked at more widely.

Cllr Ogilvie commented that there had been negligible advance – what if a developer were to come forward?.

The Chairman will circulate the survey and the replies

6. Section 137 Local Government Act 1972:

The PCC has requested a Grant towards Churchyard upkeep costs, as in previous years.

The usual amount is £120.

For the benefit of the new Cllrs, the Clerk outlined the history of this Grant, and the feeling that as the Churchyard is the first thing seen on entering the village from the Keevil direction it is in the general interest to keep it looking well-kept. She added that if the Churchyard were to be closed it would become the sole responsibility of the Parish Council.

Cllr Ogilvie queried the PCC's need for help – it sends money out of the village, to the Diocese.

Cllr Mrs Oliphant said that donors do not seem to feel this is a problem.

That a grant of £120 be paid to the PCC as a contribution towards Churchyard upkeep costs

Proposed: Cllr Ogilvie

Seconded: Cllr Elliott

In favour : 6

Against : 1

7. Finance:

The Clerk reported that the Accounts for 2014-15 are now complete and approved by the External Auditors without any query or comment.

A minor mistake in the (separate) claim for repayment of VAT was spotted by the Internal Auditor: the Clerk contacted HMRC and was told simply to deduct the over-claim – it is only £15 – from the next request for repayment, probably next April.

Cheque signatories – 2 new signatories are needed to replace Mr RG Elliott and Mrs Flynn.

Cllr Coles and Cllr Barratt volunteered to join the list; the Chairman will organise the changes with the Bank.

The Clerk reported on Progress against Budget – no overspends yet, and a saving of £126 on Insurance, which now enters a new 3-year agreement.

Clerk to show the Chairman a copy of the Insurance documents.

Village Hall hire is at a new rate - £9 an evening – and the budget is £90, for 6 PC Meetings and a possible 4 extra Planning Meetings.

Nb cheque 116 for last year's VH Rent, signed at the March Meeting, apparently lost – after 6 months it will no longer be valid, so the PC will replace it at the September Mtg.

Clerk's Report for this Meeting:

Received since last Meeting:		
Date	From	£
22 May 15	VH Cttee – reimbursement damp-proofing ex-VAT	1,670.00
3 Jun 15	HMRC – reclaimed VAT [nb £15 to be deducted from next claim]	251.40
9 Jun 15	Lloyds Bank – Interest on Deposit A/c	0.32
9 Jul 15	Lloyds Bank – Interest on Deposit A/c	0.33

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7. Finance, continued

Paid since last Meeting				
Date	Payee	Amount £	[inc VAT]	cheque
20 May 15	Mrs M A Kimber – Internal Audit	30.00	-	127
28 May 15	Lifecote Wessex –VH damp-proofing	2,004.00	[334.00]	128

Authorised at this Meeting				
Date	Payee	Amount £	[inc VAT]	cheque
13 Jul 15	Christ Church Bulkington PCC (S.137)	120.00	-	129
	Community First – 2015-16 subscription	36.00	-	130

[Estimated] Bank Balances after these payments:

Treasurer's [Current]	2721 3368	£300.59
Bus Bank Instant [Deposit]	2721 4460	£9,962.52

The PC then Reviewed and Accepted its **Financial Regulations and Risk Assessment**

as explained by the Clerk, and agreed to keep Mrs Kimber as **Internal Auditor**.

8. William Breach Centenary Playing Field:

Cllr Mrs Oliphant reported – PF Cttee has over £3K in the Bank, but is so short of members

that it cannot run the usual Fireworks display this November.

Further, she feels that the PC Chairman is not an appropriate Chair of the PF Cttee, so someone must be found to do this, as well as more members in general.

Cllr Mrs Crawford said the Cttee was set up to raise funds for equipment etc - this has been accomplished so perhaps a new Cttee could be recruited, specifically to run the Fireworks and any other fund-raising activities.

She is willing to continue on the Cttee, and suggested recruiting new members at the Fête and

advertising - on the website and posters on noticeboards.

Cllrs Coles and Elliott declared willingness to help.

- Vandalism – panes of glass in the phonebox have been broken - by throwing stones. One of the children involved [A] owned up and his parents made him write a letter of apology and volunteer to pick up litter etc. He named two others, but their guilt cannot be proved, and both sets of parents stoutly deny their children were involved. Child A's father says this *must* be nipped in the bud, and the Police advise that a Cttee member should speak to the parents – and warn that any further damage will mean that the Police will get involved.

Cllr Elliott suggested replacing the glass with unbreakable perspex or the like – but the PC felt this might be expensive.

The “spyglass” has also been damaged – possibly by another child, also said to be a bully. Cllr Mrs Oliphant suggested a notice on the gate to make clear that

bullying is not allowed on the Field.

- Fête – as a dog show is included, entrants will be offered “poo bags” on arrival, and all dogs must be kept on a lead. Notice on gate to say dogs allowed on Field for ONE DAY ONLY.
- Volunteers needed for clear-up afterwards.
- Fête will include Cake and Photograph competitions.

1. Planning: No Application or Wiltshire Council decisions.

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10. Any Other Business:

- ◆ Cllr Ogilvie reported complaints about noise from the fan which is extracting remaining damp from under the Village Hall floor – it can be turned off for the duration of a meeting.
- ◆ Cllr Coles asked about an extra PF grasscutting for the Fête and volunteered if needed to collect and dispose of any dead grass – Cllr Ogilvie will contact the usually very obliging Contractor.

There being no other business requiring discussion,
the Chairman closed the Meeting at 9.35pm

Next Meeting 16 September

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

DRAFT

Minutes of the Meeting of the Parish Council
held in the Village Hall at 7.30pm
16 September 2015

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, O Coles, Mrs C Crawford, G Elliott and C Ogilvie

Cllr J Seed (Wiltshire Council)

1 member of the public

Clerk Mrs F A Price in attendance

The Meeting started at 7.30 with

OPEN FORUM

- ☒ Cllr Seed spoke
- Fracking – central Government, broadly in favour of exploratory drilling, has asked Wiltshire Council to investigate impact. However, only remotely suitable shales are in the south near Wilton.
Cllr Mrs Crawford asked how the investigation is carried out – Cllr Seed replied Geological survey, which suggests no possibility in the west and north of the County.
Cllr Mrs Crawford pointed out that Parish Councils are asked to report on impact on such things as
Areas of Outstanding Natural Beauty, Archaeological sites, Rare and/or Endangered Species.
Cllr Seed added that the Government is pulling back on subsidies for Solar Energy – there are already too many solar panels around Melksham, causing various problems.
The Chairman asked if any other villages had responded - Cllr Seed said “no”, adding that Trowbridge seemed to be working on completely different lines.
 - The Chairman asked about Village Maintenance – verges, ditches etc and Cllr Seed said that the current system is ending and the new one will not start until April. No details are available yet,
but clearly villages will be asked to do more for themselves, and he fears problems will arise.
Cllr Mrs Oliphant suggested flood prevention work would be hard to organise, and Cllr Ogilvie said Cllrs would have to devote hours a week to preparing reports and so on - Cllr Seed promised to raise these points in Cabinet.
 - Cllr Mrs Oliphant asked about request for Traffic Calming measures on the C20.
Cllr Seed replied that this seems to have gone quiet, though Worton is still asking for action - such matters are always difficult to resolve.

(Cllr Seed then left to go on to another meeting.)

Both the Chairman and Cllr Mrs Crawford expressed concern about possibly intrusive exploratory drilling, and are keen to establish the presence of any rare species such as newts, or bats in nearby buildings – these are likely to come up in Planning Applications in any case.

The Chairman went on to the Agenda:

- 1. 1. Apologies for Absence:** Received and accepted from Cllr Mrs Read who is unwell; and Police – Chairman has report. **See 4 .**

Reports

2. **Declarations of Interest :** Cllrs Mrs Oliphant for Playing Field; Mrs Crawford for Housing.
3. **Minutes of 15 July Meeting:** Accepted as a true record, with 1 correction – the Playing Field has approximately £1K in the bank, not £3K – and signed by the Chairman.

4. Reports, Correspondence:

- ◆ Police Report: No problems in Bulkington, 2 incidents in area - 15th July in Steeple Ashton cars damaged and money stolen.

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4. Reports, Correspondence: contd

- ◆ Defibrillator : enquiry from Cllr Mrs Read, who was told there had been no change since the PC rejected the idea. Cllr Mrs Oliphant has looked into the matter again and found the equipment is only useful in highly populated areas, besides being very costly both for installation and training..
- ◆ C20: Worton has made no further contact; Chairman suggested Cllr Mrs Crawford should represent Bulkington at any future Meeting.
- ◆ Walking with dogs: Cllr Mrs Crawford is going to take photographs to illustrate another Walk, and will investigate the best way to save pictures.

Cllrs Elliott and Coles will look into doing other Walks and, from the floor, Mrs Elliott said she has had a number of complaints about the lack of bins – she has taken photographs of poo just dumped by the path. She suggested moving some bins into better locations, eg by the brook and kissing gate

The Chairman said any bins must be accessible for Wiltshire Council's bin-emptiers – and she will enquire about providing more bins and emptying them.

- ◆ Passenger Transport: Chairman and Cllr Ogilvie went to Consultation Meeting to be told that Wiltshire Council is worried about unavoidable cuts. Clearly the Unitary Council is keen to push responsibility out to villages, eg through Link schemes (supported by Community First) and informal car-sharing arrangements. Bulkington is likely to lose its bus service.

Cllr Mrs Oliphant said some informal arrangements already exist, and Worton's experience suggests that a Link scheme can draw a community together.

Cllr Ogilvie said Bulkington is too small for a Link on its own but could perhaps join with other villages – he suggested contacting Seend.

The Chairman will contact Seend, and put a notice on the Board as Cllr Mrs Crawford suggests.

- ◆ Complaint from Mr Stables of Chestnut House that the ditch behind his house has not been cleared by neighbours (including Mr and Mrs Gray and owners of 20A).

The PC did get work done some time ago, but responsibility lies with riparian landowners.

Cllr Ogilvie said the problem is difficult to deal with, but he will contact neighbours – he added

when Cllr Mrs Crawford asked about legal action, that only the Environment Agency can sue.

- ◆ The Chairman suggested publishing a version of the Minutes in Spotlight – space is limited and publication dates don't fit well, but she could do a summary of main points discussed.

Cllr Ogilvie suggested sending this summary out by email to those on a distribution list.

All agreed to try out these ideas for reaching more people in the village.

5. S.137 Local Government Act 1972:

The PC regularly gives a Donation of £50 towards Spotlight production costs -

That £50 be paid to Seend PCC as a contribution towards Spotlight production costs

Proposed: Cllr Mrs Oliphant

Seconded: Cllr Ogilvie

All in favour see 6.

Finance

That £50 be paid in November to Royal British Legion for Remembrance Day wreath + donation

Proposed: Cllr Mrs Crawford

Seconded: Cllr Mrs Oliphant

All in Favour

6. Finance:

The Clerk presented her half-year summary of Progress against Budget, including payments at this Meeting, but excluding VAT (reclaim in March 2016) and the one-off cost of the new Notice Board, largely covered by the £500 “easement” for fibre-optic cable.

In general, the PC's situation is healthy and it should remain within Budget despite some rising costs; saving of £126 on Insurance is particularly welcome.

Cheque signatories – the Chairman is working on downloading the Bank's forms for the changes -

Cllr Ogilvie offered to help with any problems.

-3-

6. Finance: contd

Cllr Mrs Crawford hopes to get a Fireworks display organised – the PC to buy the fireworks as usual

and the PF to reimburse the ex-VAT cost.

The Clerk reminded her to inform Community First for Insurance purposes.

Clerk's Report for this Meeting:

Received since last Meeting:		
Date	From	£
9 Jul 15	Lloyds Bank – Interest on Deposit A/c	0.33
10 Aug 15	Lloyds Bank – Interest on Deposit A/c	0.36

No payments since last Meeting

Authorised at this Meeting				
Date	Payee	Amount £	[inc VAT]	cheque
16 Sep 15	Village Hall - 2014-15 hire for meetings, replaces missing cheque 000116 dated 11 March	60.00	-	131

	Mrs F A Price – Clerk's ½ year salary	700.00	-	132
	Clerk's ½ year expenses	104.63		133
	PCC of Seend – <u>Spotlight</u> production costs	50.00		134

When billed: Grasscutting contract - £840; PF Safety Inspection (RoSPA) - £100 +

[Estimated] Bank Balances after these payments:

Treasurer's [Current]	2721 3368	£385.96
Bus Bank Instant [Deposit]	2721 4460	£8,963.50

7. William Breach Centenary Playing Field:

- Cllr Mrs Oliphant reported that Keep Britain Tidy have announced a new campaign which could mean the Playing Field organising a celebration for the Queen's 90th birthday in 2016.
- Cllr Mrs Crawford reported problems with getting rid of the willows – they grow back as soon as cut or uprooted – Cllr Coles suggested a suitable poison.
- Bonfire – Cllr Mrs Crawford said materials for the bonfire are already arriving – nb must be checked for dangerous things such as glass and metal.

1. 8. Planning: 1 new Application:

15/05282/FUL

Stationing of a mobile home until farmhouse has been completed

Seend Bridge Piggeries

(farmhouse actually on land north of Summerham Brook)

Mr R Bourne Queenfield Farm Melksham SN12 7RA

Assigned Officer Mr

David Cox

Having noted the long history of Applications on this site, the Parish Council welcomed this sign of progress towards completion and voted unanimously to

Support

Clerk to report PC's decision – and point out incorrect postcode on the forms - email and hard copy.

Cllr Crawford has been approached by a villager complaining about the history of certain Planning Applications and the PC's treatment of them.

The Chairman suggested circulating a resumé of the Parish Council's responsibilities and (very limited) powers – nb the PC merely reports to the Planning Authority.

-4-

9. Any Other Business:

- ◆ Cllr Mrs Read has told the Clerk of problems with opening/closing the new Notice Board door – Chairman will get it looked at.
- ◆ From the floor, Mrs Elliott said some traffic is coming into the village from the Seend-Worton road very fast – Chairman said at the last Speed Check the Police found no evidence of excessive speed, but she will take the matter up with PcsO Wilson. She will also chase the suppliers of speed-limit stickers for waste bins – ordered but not yet delivered.

- ◆ Cllr Coles said he could get posters online, but it is easy to make them.
- ◆ Cllr Mrs Crawford said the Playing Field is booked for a party on the coming Saturday (19th)

There being no other business requiring discussion,
the Chairman closed the Meeting at 9.10pm

Next Meeting 18 November

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

DRAFT

Minutes of the Meeting of the Parish Council
held in the Village Hall at 7.30pm
25 November 2015

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, O Coles, Mrs C Crawford, G Elliott and C Ogilvie

Cllr J Seed (Wiltshire Council)

1 member of the public – Mr Bennett

Clerk Mrs F A Price in attendance

The Meeting started at 7.30 with

OPEN FORUM

Cllr Seed spoke

- Fracking Wiltshire Council's response to consultation on its way to central Government, which now has power to grant or refuse licences.

The Chairman said Wiltshire Council website would not accept her objection – Cllr Seed to check. She went on to say that if a Licence is granted, the local Council must give

Planning Permission: to stop access to the drilling site the PC must get local people to band together, and she will try to arrange a Parish Meeting to get the village interested.

Cllr Mrs Crawford felt that should not be too difficult, but Cllr Ogilvie stressed the need to get organised as soon as possible.

- Area Board grants Melksham gives more than most – put request in while funds still available

The Chairman has consulted Keevil PC about sharing costs of a “Metro Count” to check speeding - Wiltshire Council will no longer operate “speed indicators” in villages.

- Highways replying to Cllr Ogilvie, Cllr Seed said the Council is doing more than recently, but would be glad if Towns/Parishes could take on some local tasks.

[7.45 - Cllr Seed left to go on to another meeting.]

The Chairman distributed copies of Mr Bennett's letter to the Clerk, dated 19th November;

she warned Cllrs of their duty to be objective, especially in regard to his accusations of the PC's failure to follow due process.

Cllr Barratt asked Mr Bennett if such feelings were shared in the village –

Mr Bennett replied that some feel that certain individuals are favoured, but the Chairman pointed out that no-one comes to Parish Council Meetings to voice concerns or ask questions.

She then quickly went through the Clerk's reply to Mr Bennett's letter – he acknowledged the Clerk's apology for any confusion over the change of date –

and went on to address his points about walkers,

footpaths, stiles etc

There followed a long discussion of blocking of footpaths, especially by standing crops when a path

does not follow the edge of a field – Cllrs Coles and Elliott remarked that when a path is well-used walkers follow its line immediately after cultivation, so preventing seedlings growing up to block it.

Finally, the PC decided on the best way to negotiate with landowners: **Chairman** to write

to individual farmers on the details.

Mr Bennett then raised the question of the correct design of stiles – the Chairman gave Cllr Elliott some information on access regulations including stiles, “kissing gates” etc.

On the problem of paths getting churned and rutted in wet weather the Chairman noted that

Mr and Mrs Gray refused to allow the PC to put scalplings on the footpath from the Pumping Station where it crosses their land, but said she would make further enquiries of the Parish Steward.

Mr Bennett said he wants the matter to be referred to Wiltshire Council if the Chairman's letters to farmers do not produce the desired effect.

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OPEN FORUM continued

Finally, Mr Bennett clarified his complaint about the PC's failures in integrity and clarity: he feels that the PC is not objective because it does not always insist that non-financial interests be declared.

He wants land ownership in relation to footpaths clearly stated; he will inform the Chairman of the exact details.

The Chairman went on to the Agenda:

- 1. Apologies for Absence:** Received and accepted from Cllr Mrs Read who is unwell; and Police – Chairman has report. **See 4 .**

Reports

- 2. Declarations of Interest :** Cllr Mrs Oliphant for Playing Field; Cllr Mrs Crawford for Housing; Cllrs Elliott and Coles for Footpaths and related matters.

- 3. Minutes of 16 September Meeting:** Accepted as a true record, with 1 correction – the Date of the November Meeting was later changed to 25th because the Chairman and Cllr Ogilvie were unable to attend on the 18th.

4. Reports, Correspondence:

- ◆ Police Report: No problems in Bulkington, but general watchfulness advised especially in the run-up to Christmas.
- ◆ Speeding : The Chairman has applied to Melksham Area Board for money for Metrocamp speed-check apparatus. Keevil PC are investigating a speed indicator device to share with Bulkington, Steeple Ashton and Bratton – costs would be roughly £200 each for training and replacement batteries.

Speed limit stickers for domestic refuse bins have arrived and will need to be distributed to individual houses - Cllrs Mrs Oliphant for Wickleaze Lane, Coles for Mill Lane, Ogilvie and Barratt for High Street volunteered to do this.

- ◆ C20: Worton has made no further contact; however, the hedges which block sightlines at junctions are now being cut back.
- ◆ Lack of refuse bins near footpaths etc : Stuart Renfrew warns that there is no money for more bins and if one is damaged it will not be replaced. (Cllr Coles volunteered to deal with the bin near the Playing Field). If the PC were to buy a bin eg for the beginning of Path 5A there would still be the problem of emptying it and

disposing of the waste. The Chairman suggested asking the pub owners to take the waste in their contract skip, and Cllr Coles volunteered his skip for Mill Lane.

Cllr Mrs Crawford asked if the PC could wait until summer to see if the situation improves.

- ◆ Spotlight: is happy to give Bulkington a page for at least a summary of Minutes etc.
- ◆ Link Scheme : Seend covers Bulkington – David Raby-Cox is a driver – but has had no requests. Cllr Ogilvie will put details including the coordinator's telephone number on the website.
- ◆ Fracking: Chairman and Cllrs Mrs Crawford, Ogilvie and Barratt will get all available information before calling a Parish Meeting.
- ◆ Highways changes – Newsletter expected in December, Cllr Ogilvie will put information and the “App” for reporting problems on the website.

5. **S.137 Local Government Act 1972:** No new Application received.

6. **Finance:**

The Clerk reported no problems with Progress against Budget, and went on to state that for the 2016-17 Precept – to be considered in January - Wiltshire Council's “top-up grant”, in its final year, is only £14.65 and to be ignored.

Bulkington's Taxbase, the equivalent number of Band D properties, is 120.96, *up 3.95*, which means that the Parish share of the Band D rate will *fall* by £1.26 to £37.20 if the Precept is unchanged.

Each £100 rise in Precept would add about 87p and a £150 rise would bring the Band D rate almost exactly to the 2015-16 figure. She circulated a summary set of figures to make this clear.

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1. Finance: contd

1.

Clerk's Report for this Meeting:

Received since last Meeting:		
Date	From	£
9 Oct 15	Lloyds Bank – Interest on Deposit A/c	0.30
23 Oct 15	Village Hall – ex-VAT fire extinguisher service	98.41
9 Nov 15	Lloyds Bank – Interest on Deposit A/c	0.31

Paid since last Meeting				
Date	Payee	Amount £	[inc VAT]	
23 Oct 15	Playsafety Ltd – Playing Field safety check	117.60	[19.60]	135
	Bulkington in Bloom – spirals & canes for saplings from Woodlands Trust	35.00	-	136

	Protect Fire Equipment Ltd – Village Hall fire extinguisher service	118.09	[19.68]	138
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Note – cheque no 137 cancelled

Authorised at this Meeting				
Date	Payee	Amount £	[inc VAT]	cheque
25 Nov 15	Bulkington Playing Field – Fireworks bought from Roses, ex-VAT to be reimbursed	500.00	[83.35]	139
	Royal British Legion - Wreath + donation	50.00	S.137	140
	SLCC – Clerk's 2016 subscription	65.00		141

When billed: Grasscutting contract - £840

When new Cheque signatories finalised: Speed stickers for domestic bins - £87.90,
(reimbursement to Cllr Mrs Oliphant)

[Estimated] Bank Balances after these payments:

Treasurer's [Current]	2721 3368	£99.68
Bus Bank Instant [Deposit]	2721 4460	£8,463.82

Cheque signatories: the Chairman is working on downloading the Bank's forms for changes -

Cllrs O Coles and G Elliott to replace retired Cllrs - Cllr Ogilvie offered to help with any problems.

7. **William Breach Centenary Playing Field:**

- Cllr Mrs Oliphant reported that the PF Cttee is reduced to 2 members – herself and Mr Crawford – not enough to deal with the matters raised in RoSPA's report.
- Volunteers are needed to fix problems, the alternative being simply to rope off any equipment reported as unsafe. Steeple Ashton Parish Council employ a handiman/contractor for repairs.

Cllr Mrs Crawford said that any such cost should be paid out of Playing Field funds, which currently amount to about £1,500. If the Parish Council were to take over the PF Cttee would never be ready or willing to take responsibility. She suggested a real effort to revive the Cttee in the spring.

Cllr Mrs Oliphant agreed, pointing out that the Field is less used during the winter, and none of the problems is really dangerous.

Cllr Barratt volunteered to do minor jobs himself, and to ask around for someone for bigger repairs – Cllr Mrs Crawford said that any repair needing a professional could be paid for out of PF funds.

Cllr Ogilvie wondered if the Area Board would give grants for improvements.

- Cllr Mrs Crawford reported a successful Fireworks evening – 392 attended, and there was a profit of about £570, with some money put aside for a summer event. There was no shortage of volunteers for the event, which is promising for the future.

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1. 8. Planning: No Application or Wiltshire Council decision received.

1. 9. Any Other Business:

- Cllr Mrs Crawford reported complaints about low-flying helicopters on the previous Tuesday.
- Cllr Ogilvie will attend a Melksham Emergency Planning Workshop on 3rd December, 5.30-7.30pm.

There being no other business requiring discussion
the Chairman closed the Meeting at 9.25pm

Next Meeting, to include 2016-17 Precept Setting,
scheduled for 13th January 2016