

PATNEY PARISH COUNCIL

Draft Minutes of the Meeting held on 22 July 2020 at 7.00pm at Manor Barn, Manor Farm Lane, Patney

Present:

Patricia Alsop	(PA)	Chairman
Mark Cann	(MC)	Parish Councillor
John Derry	(JD)	Parish Councillor
Simon Guest	(SG)	Parish Councillor
Steve Welford	(SW)	Parish Councillor & Clerk
Peter Small	(PS)	Past Parish Clerk

1. Appointment of Chairman

Re-election of PA was proposed by JD, seconded by SW; the Declaration of Acceptance of Office was signed by PA.

2. Resignation and appointment of Parish Clerk

Thanks were expressed to PS on his resignation as Parish Clerk and Responsible Financial Officer; SW was formally appointed into both roles. SW will update the Contacts list on the Village Notice Board and website, and notify WC, Redhorn News, suppliers and external auditors.

3. Apologies for absence

Apologies for absence have been received from Paul Oatway, Nigel Thursby and Vee Thursby.

4. Minutes of the Meetings held on 18 March 2020 and 03 July 2020, and Matters Arising

The minutes of both meetings were approved and signed by PA. All matters arising are covered in the meeting agenda.

5. Bank Mandate

SW will contact Lloyds Bank to update the mandate to delete PS and Philippa Gunthorp, and add SW and SG.

6. Annual Governance and Accountability Return 2019/20

The Certificate of Exemption, Annual Governance Statement and Accounting Statements were signed by PA and SW. An accompanying letter from Neville Burrell was noted, including a recommendation to limit the quantity of printed paper filed with each month's statement. SW will submit all required documents to the external auditor.

7. Finance Report

Movements since the meeting on 18 March 2020 are receipts of parish precept for 2020/21 of £1,000.00 and instant access interest of £1.26p; the following payments were all approved - WALC annual subscription £65.33, Heart Internet re. website subscription £125.88, Community First for annual insurance premium of £186.96 (the latter is now on a 3 year long term agreement as approved by councillors via email on 15 May 2020) and Rowan Tree Surgery for removal of a broken branch on the Village Green £180.00.

Bank balances at 08 July 2020 were £743.13 on current account and £10,006.93 on instant access account.

8. Neighbourhood Watch

JD confirmed there was nothing to report.

9. Planning Applications

PS confirmed there was nothing to report.

10. Parish Steward

JD reported that a new Parish Steward has been appointed; SW will update the Contact list accordingly.

11. Highways & Rights of Way

- The remedial work to the hump over the river bridge at the south end of Woodland Road is still outstanding; relevant information has not yet been received from WC.
- Responsibility for maintenance of hedges and grass verges within the village was discussed. A definitive statement can be found in the WC Highways and Environment Newsletter (November 2016) <http://www.wiltshire.gov.uk/downloads/7127>, in which it is stated "It is easier for all concerned if landowners/occupiers maintain their own trees and hedges to a good standard. Where roadside growth is becoming a problem Wiltshire Council may serve a notice on the owner/occupier requiring the necessary work to be completed within a stated period. Failure to comply may result in the Council undertaking the work and claiming back the cost incurred."
- The state of the footpath north of 24 Woodland Road was discussed; this is currently overgrown and difficult to use; SW will raise with those whose land the footpath crosses to cut back hedges in order to make the footpath passable.
- Refurbishment of the street sign on Manor Farm Lane was discussed; SW will log this on the MyWiltshire website, and monitor the response from WC.
- Cleaning of Woodland Road was discussed; it was agreed that the Parish Steward should be notified if the road is left uncleaned for any prolonged period of time, and especially if the state of the road surface constitutes a hazard.
- The provision of litter bins in the village was discussed; the current provision is regarded as being sufficient, but residents should be reminded that these are intended also to be used for dog mess and it is the dog owner's responsibility to keep the bridleway and footpaths clean.

12. Wiltshire Council Green Infrastructure and Open Space Study

The amendments noted in the Minutes of the meeting on 18 March were submitted to WC; we are currently awaiting a revised version from WC.

13. Coronavirus Community Hub feedback

A letter was circulated to residents in March advising of available support via a "buddy system", and with appropriate contact details. This has worked well, with residents being supported as needed. A Whatsapp group was also created which is now widely used. The support system and Whatsapp group will continue in place for the foreseeable future.

14. Defibrillator Awareness Session

An awareness session will be rescheduled in 2021. The pads due to expire on 28 July 2020 have been replaced.

15. Tree maintenance on Village Green

- The broken branch was removed by Rowan Tree Surgery in June, who also recommended some tree pollarding this winter. SW will obtain a quote from Rowan Tree Surgery for the work, to be considered in the next meeting.
- There is a potential safety issue regarding ivy growth on the telegraph pole; MC will review this and contact BT if necessary.

16. Website Accessibility Evaluation

SW presented an evaluation of the accessibility of the Patney.net website, as required by new government legislation requiring appropriate provision for those particularly with visual impairment, together with recommendations for minor changes to the website for full compliance and a draft Accessibility Statement to be added to the website. These were approved; SW will update the website accordingly.

17. Use of surplus funds

Several suggestions were discussed, and the following approved

- Donation of £500 to Chirton Church, in lieu of the contribution Patney residents would make via the Annual Fete, which this year has been cancelled due to the Coronavirus pandemic. PA declared an interest as a member of the Parochial Church Council of Chirton Church and took no part in the decision to make the gift. SW will advise the Chirton & Conock PC, and draw a cheque for this amount and send to the Treasurer.
- Purchase of “20 is Plenty” stickers at a cost of £125, and distribution to all residents to fix to recycling and refuse bins, with a view to encouraging motorists driving through the village that this is a residential area with children, horses, walkers, cyclists and other road users. SG will order the stickers.
- Support for a village party to be held after lockdown ceases, and most likely to be held in Summer 2021.

Note, other projects will be considered at a future date, so further suggestions are welcome.

18. Dates of future meetings

Next PPC meeting is scheduled for Thursday 22 October 2020 at 7.00pm, location to be decided. The date of the subsequent meeting to be held before the end of the year will be decided at that time.

There being no further business the meeting concluded at 8.35pm.

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Patricia Alsop, Chairman