

**DRAFT MINUTES OF ETCHILHAMPTON PARISH COUNCIL MEETING, MONDAY, 10 OCTOBER 2022
AT 19.30 IN THE VILLAGE HALL**

Present: Mr. Hanson (Chairman), Mrs. Clark (Vice-Chairman), Mr. Nash (RFO), Mr. Smith and Mrs Wimble (Trainee Clerk)

Apologies: Mr. Woods

In attendance: Mr. J. Garland, Mr. C. Moore

Agenda

1. **Declarations of Interests and Dispensations.** Mr Woods' request for a dispensation for absence previously received was approved by the Council and signed by the Chairman.
2. **Apologies for absence.** See 1 above.
3. **Approval of the Minutes of the last meeting.** The Minutes of the previous meeting (24 May 2022) were approved and signed by the Chairman.
4. **Clerkship.**
 - a. Mr Woods was reaffirmed as Clerk and his Acceptance of Office was signed by the Chairman.
 - b. Mrs Wimble was appointed as Probationer/Trainee Clerk on the terms of Annex I. Contract signed by Mrs Wimble, the Chairman, and Councillors Mr. Smith and Mr. Nash.
 - c. Mrs Wimble's Declaration of Acceptance of Office was signed by her and witnessed by Mrs. Clark. The Etchilhampton Parish Council Code of Conduct was also signed by Mrs. Wimble.
5. **WALC/NALC.** The Parish Council agreed that all dialogue/communication with WALC/NALC should be done solely via Mr. Woods on behalf of the Council.
6. **Lydeaway.** It was noted that Cllr Philip Whitehead and possibly Cllr Tamara Reay and Wiltshire Officer Mr Robert Murphy had been invited to attend a meeting of interested Councillors in Etchilhampton Village Hall on 17 October at 19.00. The Council agreed that Mrs. Clark should to be the lead speaker and she identified three key points for the meeting:
 - a) What plans and documentation had been submitted to date.
 - b) What proposals were due to be submitted for the next stage.
 - c) The environmental impact and increase of traffic effects on Etchilhampton.
7. **Highways and Flooding.** Mrs Clark reported a positive meeting of the Chairman and herself with Mr Steven Jenkins, the Wiltshire Enforcement Officer, at Shortlands Lane, regarding the illegal widening of the access. Nothing had been done since 2020. Highways would get onto Drainage and would do the requisite specification for the road.

Field access on Manor Farm Lane, which was very dangerous, had again been opened up by Mr Butler during the harvest. Mr Jenkins was of the opinion that whilst this was an existing

gateway, an application should have been made for “vehicle access crossover” without which Mr Butler did not have lawful vehicular access.

The Chairman reported that Mr Matt Perrott, Wiltshire Highways Engineer, had organised for Mr Butler’s ditch from Coate junction towards All Cannings to be excavated.

All the over-runs on Etchilhampton Hill had been filled with concrete during a BT road closure. A new drainage scheme had been constructed at the bottom of Etchilhampton Hill which should greatly reduce any run-off flooding at the C50/C60 Coate junction.

The Parish Steward, had been doing some good work in the village and was due back on 11 October. The Chairman and Clerk had given him lists of jobs.

The Chairman was disappointed that the refurbishment of white lines painted on road junctions in surrounding villages had not been extended to Etchilhampton. He would follow this up.

He also reported that the hedges on the Playing Field had been cut at the same time as fields at Church Farm. An invoice would be produced in due course. He added that he had cut foliage away from the bus shelters so that bus drivers could see who was waiting.

8. Matters Arising.

- a) The Council discussed the defibrillator and deferred further deliberation to a later meeting.
- b) It was again reported that the Wiltshire rubbish cart had difficulty in accessing rubbish bins at Church View opposite the Village Hall. However, Councillors did not want to encourage parking on the Playing Field to provide better access. Mr. Nash suggested that a central collection point for bins could be useful.

9. Questions from the public. The Chairman asked the two members of the public if there were any jobs to be done around the village by the Parish Steward. One parishioner reported a pot hole in the road between Coate junction (C50/C60) and Shortlands corner.

He also suggested a village dog waste bin at the east end of the village. The Chairman would find out who was responsible for this.

The other parishioner asked how long it would take the Council to replace the sign opposite the road to Coate (C50/C60). The Chairman would contact Wiltshire Council regarding replacement and to find out if the Parish Council could offer a contribution towards the cost of this sign. The parishioner also reported a very bad smell at this junction. The Chairman reported he had raised this issue with the Environment Agency but there was nothing they could do. The Parish Council debated whether they could approach the residents of the bungalow directly.

The same parishioner reported he had spoken to Mr Frank Edwards regarding the footpath from Etchilhampton to Monument Hill as the path had been ploughed over. He believed this had now been restored.

The Chairman was asked if there was a rule regarding Councillors who missed meetings. The Chairman replied that dispensation forms were used in case of absence and that he was not aware of any further regulations on this matter.

Another parishioner, not present, had complained about the stile into the field at Church View. It was the Chairman's opinion that it had been badly constructed and he would check it.

10. Queen Elizabeth II.

- a) It was reported that the Platinum Jubilee Celebrations on 2 June had gone very well. The weather had been glorious and there was tea and a cake (cut by Mrs. D. Robertson) on the Playing Field. A commemorative tree planting ceremony had taken place, and there had been a very well attended BBQ supper. The lighting of the bonfire on Etchilhampton Hill had also been very well attended. The children in the village had each been given a free commemorative mug and purchases of the other mugs had raised £255 which would go towards the Church Repair Fund.
- b) A formal Notice of Condolence had been issued by the Parish Council and put on the notice boards. There had also been a Condolence Book in the Church.

11. Treasurer's Report.

Mr. Nash produced a list of payments to ratify since the last meeting when the balance at Lloyds Bank had been £6,270.46.

27 May	Community 1 st Zurich Insurance	£422.11
	Mr. M Goddard Grass cutting	£420.00
	Mr S Chadwick Jubilee Mugs	£382.65
	Bishops Cannings and Etchilhampton Parochial Church Council – Graveyard Maintenance	£300.00
	Wiltshire Association of Local Councils	£61.60
10 June	Green Farm - Oak Tree	£360.00
	Mrs Clark Commemorative Tree Plaque	£223.50
20 June	Data Commissioner's Office – annual Subscription	£35.00
11 July	Mr M Goddard Grass cutting	£420.00
27 September	Community Heartbeat Defibrillator Battery	£318.00
7 October	Closing Balance	£3,327.60

All these payments were ratified.

The Chairman would clarify with Mr. Woods the position of the external auditors and AGAR Certificate of Exemption.

- #### 12. Correspondence and Consultations.
- Mr. Woods had sent out notices received from Wiltshire Council and other outside bodies as listed in Annex II. The Parish Council was not

entirely sure who was on the database and receiving emails. Mrs. Wimble was asked to check with Mr. Woods who was on the database.

13. Planning Applications. There was some discussion about the various planning applications all of which had been approved by Wiltshire.

14. Reports of Meetings – Annual Parish Meeting. The Chairman reported that the police had been invited to the Annual Parish Meeting on 24 May but had not attended.

15. Any Other Business. The Vice-Chairman asked whether the Councillors thought it would be appropriate to ask the Village Hall Committee for a copy of their Minutes so that the Parish Council were more aware of e.g. who current key holders were and who was responsible for weeds round the Village Hall. The Councillors agreed this was a very reasonable request.

There being no further business the meeting ended at 20.30.

ANNEX I

1 – Trainee Clerk contract (attached)

ANNEX II

- 1 – Numerous Police Notices
- 2 – Wiltshire Council News, including Covid updates
- 3 – Fire and Rescue Services Notices
- 4 – Agenda for the Devizes Area Board meeting on 20 June – No-one attended
- 5 – Local Highways & Footways Infrastructure Group (LHFIG) meeting on 5 July
- 6 – WALC survey on Dementia Friendly Communities
- 7 – Stroke Association Friendship Group Notice
- 8 – Devizes Community Matters News
- 9 – New Devizes Health Care Centre Leaflet
- 10 – CPRE AGM Notice meeting 22 September