

PEWSEY PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ONLINE
ON 21st JULY 2020 at 7.00pm

<u>PRESENT:</u>	Cllr Haskell (Chairman), Cllr Smith, Cllrs Mrs Dalrymple, Ann Hogg, Mrs Hunt, Kerry Pycroft, Mrs Saunders, Mrs Stevens, Cllrs Deck, Del Mar, Ford, McGarry, Morris and Stevens.
<u>IN ATTENDANCE:</u>	Alison Kent (Clerk), Cllr Kunkler and members of the public.
<u>7/1 APOLOGIES:</u>	Cllrs Mrs Carmichael-Owen, Cllrs Carder, Eyles, Giles, Hagan, Smithers and Stephens.
<u>7/2 DECLARATION OF INTEREST:</u>	Cllr Haskell on item 9 (b).
<u>7/3 ELECTIONS:</u>	The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 Regulation 4 permits the postponement of Elections until the next Annual Meeting. All Chairs, Vice-Chairs, Acting Chairs and Acting Vice-Chairs would remain in office until the next AGM unless personal circumstances changed.
<u>7/4 CHAIRMAN'S REPORT:</u>	<p>After welcoming everyone to the first meeting of the Council since March, he explained that the Agenda was primarily to ratify decisions already taken during the lockdown period and to sign off the required financial matters.</p> <p>He expressed condolences to Cllr Carder on his recent bereavement and to a local family following a tragic incident. It had been his pleasure to present Cllr Stevens with a gift to celebrate his 25 years' service. Cllr Eyles had continued to make progress during this time. Since the beginning of lockdown, the Clerk had mainly worked from home, although had returned to the office in recent weeks.</p> <p>On the 1st April the Council entered into the biggest change with the delivery of its increased grounds maintenance contract commencing with Idverde. He had continued to attend socially distanced meetings with nominated Councillors and assisted by Cllr Eyles, to understand the operational requirements of the Scope of Works as well as numerous meetings with PCCA and the recovery group and energy network.</p> <p>The first six weeks of lockdown was spent, with the Clerk, answering queries, supporting the community and PCCA (Pewsey Community Coronavirus Assistance) wherever it was possible. It was agreed for PCCA to use the Council's bank account during this time and the Clerk has been thanked for the way in which she handled the financial affairs until their own account was established. On behalf of everyone, he had thanked PCCA for their tremendous job during this time and was looking into ways of recognising this fact. There was no doubt that the Bouverie Hall now needed to be returned to community use, particularly for all the groups that rely on it. It was hoped that the Country Market would return, with all current guidelines being observed. PCCA were looking into the possibility of establishing a larger market, possibly on a weekend and asked whether the Parish Council would consider the rental income going to the Bouverie Hall instead of towards the car park maintenance, this was discussed but not voted upon. They were also looking to become a registered charity.</p> <p>The Prospect Hospice shop had reopened but was unable to take donations, those only being accepted by the Marlborough shop. The new manager had asked if it was acceptable for a van to visit the car park once a week in order for residents to bring donations which members agreed to.</p>

The SDAT agreement was finally signed on 7th July by Cllrs Haskell and Smith, in the presence of Cllr Ann Hogg and the Clerk, after having spent many, many hours getting the best possible deal and correct wording in the final papers. This could not have been achieved without the dedication of Cllr Ann Hogg. S.106 sums for capital and maintenance would be transferred in due course. It had previously been agreed to close Little Island and Bailey Close play areas once in the ownership of the Parish Council, this was now in hand. A replacement piece of equipment for Netherleaze had been purchased and quotations sought for Cossor Road repairs.

Recent videos produced by the Tourism Partnership had highlighted how fortunate we were to live in such a lovely area. He thanked all the NHS staff and carers who had helped to look after all of our vulnerable residents. Helping the sports clubs and reopening the play areas has helped put the smiles back on people's faces and takes away the aggravation and frustration felt during the last four months.

The lowest point had been the state of the allotments when suddenly demand substantially increased and they were not ready to be let which was embarrassing.

CCTV has been installed at the football, bowls and youth football clubs which should help with recent issues.

An opportunity had arisen to offer a canal trip for Pewsey carers, Cllr Mrs Carmichael-Owen would lead on this, although it may not be possible to arrange until next Spring due to current restrictions. Going forward life was slowly returning to normal and now was the time to consider new ideas for council practices. All ideas should be copied to the Chair and Vice-Chair of the relevant committee and where relevant be brought forward for discussion at Full Council. The Clerk, Chair and Vice-Chair of Council should also be copied in.

Cllr McGarry had circulated his report as acting Chair of the Environment Committee. The removal of the fallen tree in the cemetery had finally been approved by the insurance company. He had visited the rugby club with the Cllr Haskell and negotiated the use of a storage container with an electric supply. There was no requirement for a separate compound and the gates could be used to secure the fence around the ground to keep dog walkers off the pitch.

All play areas had been shut, checked and re-opened in accordance with Government guidance. A survey of all litter bins, assessing their use and position, had been undertaken with grateful thanks to Cllr Ann Hogg, with a plan agreed to move larger bins to areas of greater use. The debate on installing cigarette bins continued and would be an agenda item for the next Environment Committee. With the loss of the Village Ranger, the committee would review the current councillors' responsibilities list. He gave his thanks to Cllrs Ford and Stevens for their help during this time.

He confirmed that all defibrillators were in place and working.

Cllr Deck thanked all members for their assistance in dealing with all planning matters during lockdown. Not many planning applications had been received and none that were complicated. He had issued bulletins keeping everyone updated and the process had worked well. He would be meeting with Malmesbury Town Council over recent NDP concerns. Cllr Mrs Hunt advised that the wheeled sports project had not been forgotten had spoken again with the designers.

<u>7/5 UNITARY COUNCILLOR:</u>	Cllr Kunkler was pleased to see so many had joined the meeting in this new format. It was hoped that Wiltshire Council would be funding the PCCA to remain in the Scout Hall until the end of the year. It was hoped the Campus would be reopening shortly. The library consultation was ongoing. Parking issues in the High Street had been raised over recent weeks and it was agreed to hold a site meeting with Cllr Ford, Deck and concerned residents to consider the problem.	JK JF PD
<u>7/6 POLICE REPORT:</u>	The monthly police report had been circulated to all members. Community Speedwatch: Cllr Ford advised that cleaning equipment and PPE had been delivered with updated risk assessments and coronavirus procedures distributed to all members. The Pewsey team would not go out until August at the earliest.	
<u>7/7 ADOPTION OF MINUTES SIGNED SINCE LAST MEETING:</u>	Cllr Smith proposed acceptance of the minutes of the Emergency Committee meeting held on 16 th March as a true record, seconded Cllr Morris, all in favour, no questions.	
<u>7/8 MINUTES OF THE LAST MEETING:</u>	All being in agreement, the minutes of the meeting held on 10 th March were signed as a true record, by the Chairman.	
<u>7/9 FINANCE:</u>	<p>a) Balance in Current account £30,211.61, Instant Reserve account £75,625.45 and Lloyds Business Account £60,851.00.</p> <p>b) Payments, as listed, were proposed for approval by Cllr Morris, seconded Cllr Mrs Hunt, all in favour.</p> <p>c) Quotations</p> <p>1. Kompan - replacement of play unit at Cossor Road £9,999.99 Idverde - quotation requested, not received, Cllr Stevens proposed acceptance of the Kompan quote, seconded Cllr Smith, all in favour.</p> <p>2. Spirehouse - site clearance of Bailey Close play area £999.00 Cllr Stevens proposed acceptance, seconded Cllr Smith, all in favour.</p> <p>3. Proludic - replacement play area parts for Broadfields £950.00 Cllr Stevens proposed acceptance, seconded Cllr Smith, all in favour.</p> <p>4. Idverde - 7 x new play area signage and removal of old £502.00 Cllr Stevens proposed acceptance, seconded Cllr Smith, all in favour.</p> <p>d) Petty Cash - opening balance £132.10, less expenditure since last meeting; postage £7.80, leaving cash in hand £124.30.</p> <p>e) Accounts 2019/20</p> <p>i) Risk Assessment Register (circulated). Approval was proposed by Cllr Ford, seconded Cllr Ann Hogg, all in favour.</p> <p>ii) Assets Register (circulated). Approval was proposed by Cllr Morris, seconded Cllr Stevens, all in favour.</p> <p>iii) Internal Auditor's Report (circulated). Approval was proposed by Cllr McGarry, seconded Cllr Smith, all in favour.</p> <p>iv) Approval of Accounts 2019/20 (circulated) approval was proposed by Cllr Mrs Hunt, seconded Cllr Stevens, all in favour.</p> <p>v) Annual Governance Statement 2019/20, the Council unanimously agreed each question in turn. Approval was proposed by Cllr Deck, seconded Cllr Ann Hogg, all in favour.</p> <p>vi) Approval of the Annual Return 2019/20 was proposed acceptance by Cllr Haskell, seconded Cllr Smith, all in favour, no questions.</p> <p>vii) Appointment of Internal Auditor for 2020/21, Cllr Mrs Stevens proposed Mr Vokes continue as internal auditor for 2020/21, seconded Cllr Morris, all in favour.</p>	
<u>7/10 SERVICE DEVOLUTION AND ASSET TRANSFER:</u>	Cllr Haskell had already provided an update in his Chairman's report.	
<u>7/11 COMMUNITY AREA TRANSPORT GROUP:</u>	Cllr Deck reported that a member of the public had raised concerns regarding pedestrian safety on the A345 near the railway bridge. It was unanimously agreed by members to raise this as a formal issue.	AK

<u>7/12 RENEWAL OF CLEANING CONTRACT:</u>	Cllr Mrs Hunt proposed that the cleaning contract be renewed until 31 st March 2021, seconded Cllr Stevens, all in favour.	
<u>7/13 TO APPROVE DEFERRMENT OF LOAN REPAYMENT UNTIL 2021:</u>	Cllr Haskell proposed that the annual loan repayment be deferred until 2021, as requested by Pewsey Vale Rugby Football Club, seconded Cllr Smith, all in favour.	
<u>7/14 TO APPROVE COMMUNITY INFRASTRUCTURE LEVY SPEND:</u>	Cllr Morris proposed that up to £8,000 of Community Infrastructure Levy funds be awarded to Pewsey Vale Football Club towards refurbishment of the clubhouse, seconded Cllr Mrs Hunt, all in favour.	
<u>7/15 ADOPTION OF REVIEWED STANDING ORDERS:</u>	Cllr Smith had reviewed Standing Orders in accordance with the current model and proposed they be adopted, seconded Cllr Ford, all in favour.	
<u>7/16 PUBLIC PARTICIPATION:</u>	A member of the public stated that he supported the ideas suggested for traffic calming.	
<u>7/17 ITEMS VIA THE CLERK:</u>	The Clerk thanked all members for their support and understanding during this difficult period. She also thanked everyone for embracing the current ways of working and meeting.	

There being no further business the Chairman moved the meeting into Confidential Session and it was noted that Cllr Mrs Dalrymple, Mrs Saunders and Cllr Del Mar had left the meeting.