



Ordinary Meeting of West Dean Parish Council Wednesday 9 January 2019 at 7:00pm in King George's Hall, West Dean

Present: Harry Urquhart (HU) – Chair, Jane Higgins (JH), Mike Marx (MM), Bill Seabrooke (BS), Christine Warry (CW), Melanie Camilleri (MC) – Clerk, and two members of the public.

1/19 Apologies for Absence
None

2/19 Open Forum

3/19 Declarations of interest
None

4/19 Minutes of the Ordinary Meeting held on Wednesday 7 November 2018 were agreed by all and signed by HU.

5/19 WCC update: Cllr Devine

- Task Group for Children Select looking at child/adolescent mental health.
- Youth Parliament representation attended Parliament and debated vote for 16-17 year olds.
- 24 January 7:00pm: debate taking place at Salisbury City Hall on Salisbury's air pollution. Cllr D will be attending. All welcome to attend too
- Gritting lorries tested and supply of salt in place, in readiness for icy weather
- Boundary review (West Dean reallocated from Winterslow division to Downton). Takes effect from 2021 elections. IF West Dean wish to make representation, needs to be submitted by Feb 2019.

6/19 NDP Working Draft: Alan Bannister

- Pre-consultation draft – slight slippage. Now aiming to submit to the Parish Council for consideration at the Feb EGM.
- £1,000 NDP budget sought from West Dean PC (as well as £1,000 from WT&F PC) to be approved within the 2019/20 Precept.

7/19 Councillor vacancies

Two vacancies. MC to advertise. Deadline for applications 4 Feb 2019 with the view to consider at an EGM 6 Feb 2019.

8/19 New Clerk's contract

MC submitted her drafted Clerk Contract (based upon NALC Standard Model). Circulated to Councillors for consideration and approval.

9/19 Broadband

MM still investigating facts of the situation around FTTH. He'll be speaking to someone senior in Openreach with view to getting a full response/update.

10/19 Footpaths

Nothing to report

11/19 Highways

After discussion took place on speeding issues (and potential solutions), HU reported that he'll be attending the next Area Board meeting to consider more fully. He'll report back.

12/19 Village Maintenance

- i) Parish Council expressed their commitment to the repair and maintenance of the Rec Grd Mower to be removed from Village Hall shed for insurance purposes. Quote to be obtained for Parish Council owned shed.
MM to ask Clive about hedge cutting.
- ii) RoSPA annual safety inspection 2018 report showed some repair items are outstanding. MC to report back what they are for the councillors to consider. CW to check if Martin can carry out any repair work.
- iii) Bollards outside the Hawthorne's: No further action
- iv) Road Bridge: BS to check with WCC about bridge inspection
- v) 2nd Defibrillator (Social club): reported back that £1,000 funding still to go for a secure cabinet
- vi) Rec Grd Climbing Wall: JH presented a proposal for consideration. All councillors approved the installation and spend (within budget £4,300.00 - funds already earmarked)
- vii) War Memorial: Outstanding Invoice to be settled to Newmans.
- viii) Bus Shelter maintenance (email from WCC): No shelters in West Dean, and so no action required.

13/19 Planning

18/11757

Site: The White House, SP5 1HN

Proposal: Erection of a two-storey extension

Deadline for comments: 1 Feb 2019

Plan discussed and voted on by a show of hands. Unanimously voted 'No Objection'.

14/19 West Dean Social Club

Still supported by the Parish Council. No request for funding/grants made.

15/19 Parish Map

No further action

16/19 West Dean Fun Bus

No request for funding in the 2019/20 budget

17/19 Registration with ICO (as a data controller)

MC will register on behalf of the Parish Council in order to be complaint, as a data controller

18/19 Request from WCC for West Dean's Code of Conduct and Councillors' Register of Interests

MC has asked Carly for memory stick to access Standing Orders (containing Code of Conduct) and Councillor's forms. Will report back at next PC meeting.

19/19 Finance and Cheques

- i) Lloyds Bank – new mandate required as only two of the current councillors are signatories. Unanimously agreed that MC to arrange for a new mandate to reflect a) all current councillors to be signatories, and that b) MC will raise payments (electronically) to be approved by any two councillors (electronically).
- ii) It was unanimously agreed that payments to Newman (WM) and Carols on the Green (expenses) were authorised. It was unanimously agreed that payments to Vision ICT (web hosting) and Village Hall (Insurance Contribution) would wait until the new mandate is in place.
- iii) Village Hall insurance contribution (see ii) above - Andy F attending agreed this payment could wait until the new mandate is in place)
- iv) The Schedule of Accounts dated 09 January 2019 were agreed and authorised.

Bank balances

Treasurers Account (as at 09 Jan 2019): £6,443.35

Savings Account (as at 09 Jan 2019): £9,735.91

Main Account

Payee	Detail	Amount £	Method
King George Hall	Use by Parish Council for PC meetings (4x2hrs)	60.00	BACS 10/12
PFK Littlejohn	Audit admin charge	48.00	BACS 10/12
M Camilleri	Clerk Salary (pro rate) November	212.59	BACS 12/12
Carly Moseley	Clerk Salary (pro rate) November	159.60	BACS 12/12
David Sutton	Defib pads and battery	228.60	BACS 12/12
M Camilleri	Clerk Salary for December	277.29	BACS 12/12

British Legion Poppy Appeal	Wreath Remembrance Sunday	18.50	Cheque No 000648
Total debit		£1,004.58	

Receipts	Detail	Amount £	Deposit Ref.
WCC	Grant for War Memorial renovation	643.00	Direct Credit 12/11
SSE	Electricity contribution	13.47	Cheque
Total credit		£656.47	

- v) VAT reclaim – MC to make reclaim before end Jan (last payment reclaimed Feb 2016)
- vi) MC presented a draft budget 2019/20 for Councillors’ consideration and approval. See Appendix. MM proposed the Precept for 2019/20 be raised to £9,700.00 This was seconded by HU. Voting took place by a show of hand. For: 5 Against: 0. The proposal was carried.

20/19 Correspondence

None

21/19 Dates were set for West Dean Parish Council meetings 2019

27 Feb, 8 May, 3 July, 4 Sept, 6 Nov

22/19 Being no further business, HU closed the meeting at 9:15pm

An Extraordinary General Meeting of the Parish Council will be held on **Wednesday 6 February 2019 at 7:00pm** to discuss applications for the two councillor vacancies and NDP Working Draft

The next Ordinary Meeting of the Parish Council will be held on **Wednesday 27 February 2019 at 7:00pm**

APPENDIX

	2017/18 ACTUAL	2018/19 ACTUAL/ FORECAST	2019/20 BUDGET
EXPENDITURE			
PC Running Costs	7,365.53	14,076.80	9,137.88
S137 Grants	100.00	356.50	600.00
TOTAL EXPENDITURE	7,465.53	14,433.30	9,737.88
INCOME			
Precept	9,570.00	9,373.44	9,700.00
Other	1,133.44	7,110.83	373.47
TOTAL INCOME	10,703.44	16,484.27	10,073.47
VARIANCE (income less expenditure)	3,237.91	2,050.97	335.59
COUNCIL TAX PER BAND D HOUSEHOLD	90.39	90.39	90.79