



**Minutes of the WEST DEAN PARISH COUNCIL**  
**Meeting held on**  
**Thursday 16 February 2023. Start time 7:00 pm**  
**KING GEORGE'S HALL**

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**MINUTES**

Councillors present: Harry Urquhart (HU) – Chair, Jane Higgins (JH), Yasmin Taylor (YT), and Cllr Richard Britton (Wiltshire Council)

Others present: Melanie Camilleri (MC) – Clerk/RFO, Cllr John Camilleri (JC) (West Tytherley Parish Council), PC Peter Jung, and 3 members of the public attended.

- 01/23**      **Apologies for Absence:** Bill Seabrook (BS), and Derek Howland (DH). Noted Derek Howland has submitted his resignation (with immediate effect).
- 02/23**      **Declarations of interest:** None
- 03/23**      **Minutes:** the Minutes of the Parish Council Meeting held on **15 December 2022** were approved
- 04/23**      **Public Forum**  
**Actions arising:**
- MC to update the West Dean Village website to show correct contact details for King George's Hall bookings
  - Agreed West Dean Parish Council's financial contribution towards King George's Hall insurance will be paid. MC confirmed £300 has been set-aside in the budget.
  - MC to contact WC Gullies and Tankers Team to clear drains 1) bottom of Moodys Hill and 2) outside Bridge Cottage
  - JH to report some large potholes to WC
- 05/23**      **To receive a report from Cllr Richard Britton (Wiltshire Council)**
- Heavily involved in WC budget. Going to full council on Monday
  - No case work for West Dean
  - Road resurfacing at Alderbury now happening (after his involvement)
  - Whiteparish: Recent Planning Application for 25 houses went through with virtually no opposition – max 40% of these will be 'affordable'
- PC Jung**  
Attended and delivered the following report:-
- West Dean continues to be a safe place to live – only recent incident, the theft of a catalytic convertor
  - Bike Marking Event taking place Sat 18 Feb 11:30 outside the King George's Hall
  - He's moving on at the end of April. Harry, his replacement, will attend the next Parish Council meeting.
- 06/23**      **Glebe Farm**
- i) JC delivered an update on his discussions with the developer following the developer's presentation to the community on 30 Jan 2023 (outlining their proposal to modify approved planning application 20/01903/FULLS from one very large dwelling to four dwellings (4-5 bed))

The developer is receptive to modifying the proposed application further i.e. increase no. dwellings with fewer bedrooms so as to align with community housing needs, as expressed in the adopted joint NDP. Actions arising:-

1. JC to set-up a joint West Dean / West Tytherley Parish Council Planning Group operating under a Terms of Reference. Membership will comprise two Councillors from each Parish Council.
2. Data pertaining to community led housing needs captured through NDP surveys to be retrieved and analysed (with reference to Alan Bannister)
3. Identify ownership of track leading to the location
4. Identify options for ownership and management of the wood (which has environmental significance – trees and variety of protected species)

**07/23**

**Village Maintenance**

- i) To consider list of jobs for the Parish Steward – next visits 02 March and 30 March
- ii) Jobs identified for the Lengthsman (and co-ordinate with WTPC):-
  - Paint goalposts
  - Repair rope on the play tunnel
  - New Roof plank on play train
  - Noticeboard repairs requested via WTPC but no response and still outstanding.

**08/23**

**West Dean Rec Grd and Play Park**

- i) The RoSPA safety Inspection report was reviewed. Actions arising on equipment maintenance:-
  - Play Bark now dispersed and to required depth
  - See list for Lengthsman under 07/23
  - Chains for swings must be replaced as non-compliant – MC to action. In the meantime, swings must be dismantled – YT to action.

**09/23**

**Resilience Planning**

- i) SSEN Grant Monies: MC reported on all monies spent to date.
  - Microwave ordered by King George’s Hall awaiting delivery
  - Additional USB sockets installed in the King George’s Hall
  - 16x rechargeable LED lanterns have arrived. They will be stored at the King George’s Hall (ready to deploy in the event of power outage)
  - The only outstanding item of spend on the Grant award: Digital radios: Will align with purchases made by West Tytherley Parish Council so as to tie-in with compatibility and range. JC indicated West Tytherley may instal a ‘repeater’ so as to reach their parishioners living in West Dean
- ii) West Dean Emergency Plan: Cllr Higgins delivered an update on the Plan. Andy Francis to work with Jane on the next level of the Plan i.e. when an emergency is declared.

**10/23**

**Finance**

- i) **RESOLVED:** The Cashflow Report and payments were approved

**Bank balances**

Treasurers Account 01 Feb 2023: £5,960.73

Business Bank Instant 01 Feb 2023: £3,825.29

**Payments**

Payee	Detail	Amount £ (incl vat)	Method
Ben Rowe	Reimbursement Xmas lights	33.74	BACS
M Camilleri	Gross Salary + offices expenses	786.80	S/O
M Rowe	Carols on the Green	70.00	BACS
West Tytherley PC	NDP Grant repayment (WDPC share)	102.07	BACS
M Camilleri	Gross Salary + offices expenses	786.80	S/O

King George's Hall	SSE Grant (reimbursement sockets and USBs)	348.00	BACS
M Camilleri	Gross Salary + offices expenses	786.80	S/O
Total debit		<b>£2,328.84</b>	

- ii) MC will complete the end of year accounts (2022/23) after 31 March 2023. MC has booked the internal auditor for 26 April 2023.

### 11/23

#### **Correspondence, AOB, urgent matters**

- i) Noted HU and MC will be attending Southern Wiltshire Area Board Meeting on 23 Feb. Specific items of interest - EV Charging scheme and SWAB grant funding
- ii) Noted communication received from West Dean Social Club regarding holding a celebratory event over the King's Coronation BH weekend (6-8 May). MC to respond to suggest co-ordinating a picnic on one of the days that weekend.
- iii) Noted with thanks Defib checks completed by Dr David Sutton end of Jan 2023
- iv) Application received from Carly Mosely to be co-opted to fill Councillor vacancy. RESOLVED: to co-opt Carly Mosely. This will be ratified at the next Parish Council Meeting.
- v) Digital Collection/archive: request to add data to West Dean Village website. MC to establish what degree of storage is available on the existing host package and report back before a decision is made.
- vi) Open Gardens Event 02 July 2023: approval granted for cars to park on the Rec Grd.

### 12/23

#### **Date of next meeting**

The date of the **Annual Parish Council Meeting** for **West Dean Parish Council** will be held on **Thursday 11 May 2023** in the **King George's Hall** immediately after the **West Dean Annual Parish Meeting at 6:30pm**

Being no further business, HU closed the meeting at 9:15pm.