



Ordinary Meeting of West Dean Parish Council

Wednesday 06 May 2020 commenced at 7pm

Held by video conference (in order to protect the health and safety of councillors and members of the public during the COVID-19 'Stay at Home' government directive)

Present: Harry Urquhart (HU) – Chair, Jane Higgins (JH), Bill Seabrook (BS), Christine Warry (CW), Sarah Hurst (SH), Andy Francis (AF), David Sutton (DS), and Cllr Christopher Devine (CD)

Others present: Melanie Camilleri (MC) – Clerk/RFO. No member of the public requested to attend.

27/20 Apologies for Absence: None

28/20 Co-option of new Councillor

- i) The Councillors ratified David Sutton (DS) as being co-opted onto the Parish Council. HU welcomed him on behalf of all the Councillors. DS completed the necessary paperwork.
- ii) Allocation of councillors' responsibility (as lead person) will be agreed at the next meeting. HU and MC to circulate list of key areas to assign.

29/20 Public Forum

30/20 Declarations of interest: JH declared she's the neighbour of 20/02759 (6 Moodys Hill)

31/20 The Minutes of the Parish Council meeting held on Wednesday 19 February 2020 were approved and signed.

32/20 Wiltshire Council update from Cllr Devine

Key updates:-

- WC has set-up centralised hub for all Councillor comms. CD to share details.
- CD has been called upon to certify elderly people to NHS for purposes of securing supermarket grocery home delivery slots online. He'll send poster to the Clerk for posting-up on the Noticeboard.
- WC pulled youth permits which regrettably affected paper deliveries to the home
- Parish Steward- has returned to duties
- Police's current efforts on rural crime is hare coursing
- Planning - Southern Area Board have not met since the lockdown. CD will take forward any planning applications with an 'Object' decision.
- Waste collection: continuing issues with non-collections. DS confirmed issues within West Dean. Cllr CD will take forward.

33/20 Planning

20/02759: 6 Moodys Hill, West Dean, Salisbury, SP5 1JD

Description: Proposed garage with store to front of property.

CW proposed, seconded by AF and resolved unanimously **No Objection.**

34/20 Finance

- i) End of Year Accounts 2019/20. HU proposed, seconded by JH and resolved unanimously that the Financial Statements be approved and signed-off.
- ii) Budget Control for 2020/21: to be discussed at the next PC meeting.
- iii) Cashflow report and payments: HU proposed, seconded by JH and resolved unanimously that the cheques and Standing Order be approved and signed.

Bank balances

Main Account (as at 28 April 2020): £6,340.51

Savings Account (as at 28 April 2020): £5,958.45

Main Account

Payee	Detail	Amount £	Method
M Camilleri	Clerk Salary + office space (April)	437.88	S/order
M Camilleri	Clerk Salary + office space (May)	437.88	S/order
Clive Jones	Grass cutting	120.00	696
King George's Hall	Hire for PC Meetings	30.00	697
M Camilleri	Expenses and salary shortfall x 4 months	139.03	698
Total debit		£1,164.79	

Receipts	Detail	Amount £	Deposit Ref.
Transfer from Savings Account	1 st instalment Precept (£5,600.00) paid by Wiltshire Council into Savings Account	5,000.00	
Total credit		£5,000.00	

35/20

Village Maintenance

- i) The councillors expressed their thanks to DS for repairing the 'Dedicated' bench on the village green. A more permanent replacement will be sourced at a later date and an engraved plaque added.
- ii) Grit bins: AF to purchase 2x bins to store sand (as part of Emergency flooding defence plan) and arrange for external signage on the bins to indicate contents. To be located immediately next to the 2x existing yellow grit bins (one provided by Wiltshire Council and the other by HCC to tackle snow and ice).
- iii) The following maintenance issues have been put on the 'back-burner' given the COVID-19 lockdown, and next steps considered at the September 2020 meeting:-
 - Village lamp posts – install LED bulbs (x4), incl adjustment of timer to lamp on the green
 - Emergency Plan – review
 - Village Management Plan – develop for 2021
 - HNS – talk from Vicky Bodman (Wiltshire Council)
 - Playground maintenance (incl Climbing wall issue reported to supplier)

36/20

Correspondence and AOB

- i) Speeding: HU has responded directly to both the parishioner (who reported concerns over speeding motorists on Rectory Hill) and the East Dean PC (regarding installation of speed limit signs in the parish)
- ii) NDP: the earliest a referendum may be held is May 2021. Alan Bannister submitted a written statement to the Clerk which was circulated to all councillors.
- iii) Audit AGAR submission: The Internal auditor has postponed until 30 July (am). PKF Littlejohn's deadline to submit the signed AGAR is 31 July. The PC will hold a meeting 30/7 for this purpose.
- iv) It was unanimously agreed that the AGM will be postponed until May 2021. HU and JH agreed to continue acting as Chair and Vice-Chair. All councillors expressed their unreserved support and appreciation to HU and JH in the continuation of their duties. SH to update website.
- v) The Annual Parish Meeting has been postponed indefinitely (until such time social distancing measures have been lifted). SH to update website.
- vi) HU read out an email received from The West Dean Club who raise a concern that a couple of members of the Parish Council have been scrutinising the Club's alcohol licence and confirmed the terms of their licence permits sales for consumption off site. The councillors unanimously stated they have no knowledge of this matter. It was agreed HU will liaise with the West Dean Club to ascertain further details - with the view to either substantiate their claim or clear up what appears to be a misunderstanding.

37/20

Next Parish Council Meeting

The next **West Dean Parish Council** will be held on **Thursday 23 July at 7:30pm Video Conference.**

Being no further business, HU closed the meeting at 20:17pm