



**Minutes of the  
PARISH COUNCIL MEETING OF  
West Dean Parish Council  
Thursday 13 October 2022 7:00pm, King George's Hall**

WDPC Councillors present: Harry Urquhart (HU) – Chair, Jane Higgins (JH), Bill Seabrook (BS), Ben Rowe (BR), Derek Howland (DH), and Yasmin Taylor (YT)

Other Councillors present: Cllr Richard Britton (Wiltshire Council), Cllr Deborah Hook (West Tytherley Parish Council), and Cllr Fiona Collier (West Tytherley Parish Council),

Others present: Melanie Camilleri (MC) – Clerk/RFO, PC Peter Jung, and two members of the public.

**59/22 Apologies for Absence:** None

**60/22 Co-option of new Councillors**

- i) **RESOLVED:** The co-option of Derek Howland, and Yasmin Taylor was ratified. 'Declaration of Acceptance of Officer' and 'Register of Member's Pecuniary Interests' forms completed.
- ii) Allocation of areas of responsibility to the new councillor: DH agreed to take-on co-ordination of the Parish Steward/Lengthsman as well as Flood Warden duties.

**61/22 Declarations of interest:** BR and YT and members of the Wildlife Group (match funding request 67/22 ii))

**62/22 Minutes:** the Minutes of the Parish Council Meeting held on **09 August 2022** were approved.

**63/22 Public Forum**

**PC Peter Jung: update**

Bike Marking Scheme event Sat 05 Nov West Dean Village Hall: 09:00-10:00

West Grimstead Village Hall: 11:30-12:30

Whiteparish Memorial Centre: 14:00-15:00.

Here is a link about the scheme [The National Cycle Database | BikeRegister](#)

**64/22 To receive a report from Cllr Richard Britton (Wiltshire Council)**

- Finances: Despite inflation and forecast of deficit, in good shape due to £6M savings identified and £9M inflation reserve.
- Parish Steward Scheme: more money into Scheme enabling 2-man teams, bigger trucks, more equipment
- WC full council meeting next week. Likely to accept a new Code of Conduct. For WDPC to consider if they wish to adopt too.

**65/22 NDP**

- i) Physical 'made' copies of NDP were distributed to councillors.
- ii) Residual costs calculated and divided 50-50 between WTPC and WDPC. Cheque £37.82 received.

**66/22 SSEN Resilient Fund**

- i) Noted the Grant awarded to West Dean Parish Council is £3,321.43. On behalf of the Parish Council, JH expressed her thanks to MC for the application's success. This was echoed by all Councillors and the Village Hall Committee.

- ii) **RESOLVED:** to allocate £500 funding for annual maintenance of the Village Hall's generator (per maintenance cost Nov 2021). Village Hall to progress and seek reimbursement from the Parish Council
- iii) Funding allocation for Village Hall: commercial microwave and installation of 8x double sockets+USB charging. Agreed that the Village Hall will make the purchase/instruct electrical work and seek reimbursement from the Parish Council. Funding allocation for rechargeable lanterns and radios: Agreed will be purchased by WDPC. If funds left over, consider purchasing other 'resilience' equipment e.g. power packs for mobile phones.
- iv) Per iii) above.
- v) Rapid Response Team: already in place under the existing Emergency Plan. List of vulnerable residents to be collated, identifying if they have specific needs when there is power outage e.g. loss of mobility aides such as stairlifts, they live alone, medical.
- vi) West Dean Emergency Plan to be reviewed and modified by JH (supported by MC) and presented to WDPC for approval at the 15 Dec meeting.

67/22

### Finance

- i) The Cash Flow Report and payments were approved.

#### **Bank balances**

Treasurers Account 03 Oct: £5,370.40

Business Bank Instant 03 Oct: £11,821.22

#### **Payments**

Payee	Detail	Amount £ (incl vat)	Method
M Camilleri	Gross Salary + offices expenses	743.47	S/O
M Camilleri	Reimbursement for 2x bags Play Bark	691.88	
Clive Francis	Grass Cutting x 1 Aug	270.00	BACS
M Camilleri	Gross Salary + offices expenses	743.47	S/O
Clive Francis	Grass Cutting x x2 Sept + Hedge Cutting	840.00	BACS
Total debit		<b>£3,288.82</b>	

#### **Receipts**

Payee	Detail	Amount £ (incl vat)	Method
Wiltshire Council	Precept – 2 <sup>nd</sup> instalment	8,750.00	
SSEN	Resilience Fund Grant	3,321.43	
Total debit		<b>£12,071.43</b>	

- ii) **RESOLVED:** award £500 funding to the West Dean Wildlife Group (to match the Grant awarded by the Village Fete Committee). Details of the Community Bank Account (JH manages funds for Wildlife Group, Chantry Group, Archive Group etc) were supplied to MC to make the transfer.
- iii) The mid-year budget 2022/23 (actual spend v budget) was reviewed and some adjustments made.
- iv) The 1<sup>st</sup> draft budget/Precept 2023/24 was reviewed. MC to present a range of options for increase in unrestricted reserves (and consequential increase in Precept) to be presented at the 13 Dec meeting.
- v) **RESOLVED:** to continue to Opt-in to SAAA's external auditor for the period 2022-23 until 2026-27.

68/22

### Correspondence, AOB, urgent matters

- i) Andy Francis has agreed to organise the distribution of Play Bark delivered to the Village Hall car park.

- ii) MC's report on countryside accessibility and options available for replacing footpath styles with gates: Responsibility to repair styles lies with the landowner. Stiles should be replaced with gates. Hampshire offer financial assistance for this. MC to check situation with WC.
- iii) Noted confirmation from David Sutton that the defibs checks have been carried out.
- iv) Noted the agreement for the Recycling bins (located in the Village Hall car park) has been renewed
- v) 2x benches on The Green need attention – MC to request WTPC add to The Lengthsman list.
- vi) JH expressed her thanks to the Rowe family for keeping the Jubilee tree on the Green watered throughout the summer. This was echoed by all.

**69/22**

**Date of next meeting**

The date of the next Meeting for **West Dean Parish Council** will be held on **Thursday 15 December 2022 at 7:00pm** in the **King George's Hall**

Being no further business, HU closed the meeting at 8:44pm.