



**Extraordinary Parish Council Meeting of  
West Dean Parish Council on  
Tuesday 10 December 2019 at 7:00pm  
Held at 5 Moodys Hill, West Dean**

Present: Harry Urquhart (HU) – Chair, Christine Warry (CW), Astrid Lynn (AL), and Bill Seabrook (BS)  
Others present: Melanie Camilleri (MC) – Clerk/RFO

- 124/19 Apologies for Absence:** Sarah Hurst (SH)
- 125/19 Open Forum:** No members of the public attended
- 126/19 Declarations of interest:** None
- 127/19 Minutes of the Extraordinary Parish Council Meeting held on Wednesday 6 November 2019** were agreed by all and signed by HU.
- 128/19 WCC update from Cllr Devine:** Cllr Devine didn't attend
- 129/19 NDP Reg 16 – update**  
Regulation 16 document has slipped by approx. 2 months. Further work is required by the NDP Steering Group to identify the delta i.e. what's going to make the difference. The challenges have been around climate change, infrastructure, and Housing Needs. A new timetable will be communicated to the PCs and placed on the website. The target date for the referendum is currently mid/end May 2020.
- 130/19 Finance**
- i) Budget/Precept 2020/21
    - The proposed Budget/Precept was presented
    - HU proposed and BS seconded that the final Budget/Precept of £9,700.00 be approved. Resolved unanimously. MC to submit forms to Wiltshire Council
  - ii) MC's CiLCA qualification
    - a. The Clerk has passed CiLCA and contractually is entitled to a pay rise. It was unanimously resolved that the Clerk will receive a 4 (four) point pay rise to Salary Scale Point SCP19 wef 1<sup>st</sup> January 2020.
    - b. The Parish Council is not eligible to have the General Power of Competence as at least two thirds of the council do not hold office as a result of being declared elected.
  - iii) Payments to be authorised: All cheques were unanimously approved and signed.

**Bank balances**

Treasurers Account (as at 11 November 2019): £4,180.81

Savings Account (as at 11 November 2019): £5,357.34

**Main Account**

Payee	Detail	Amount £	Method
M Camilleri	Salary 1 Dec	437.88	S/O
M Camilleri	Stamps, printer cartridges (1/3 <sup>rd</sup> )	33.96	000688
St.John's Ambulance	£137 donation	75.00	000689
RBL Poppy Appeal	RBL Poppy Appeal	18.50	000690
Total debit		<b>£720.17</b>	

**131/19**

**Planning**

- i) Consideration to planning applications 19/11020/FUL  
Site: 1 Forestry Houses, Farley, SP5 1AG  
Proposal:- To erect a single storey rear extension to extend living room and kitchen areas of existing house. Extension will have a lean to pitched roof with two velux windows to allow extra light in.  
It was unanimously agreed to make no comment.
- ii) The last Housing Needs Survey was conducted in 2008. Whilst it has been agreed to conduct a HNS, further consideration is needed as to scope (include West Tytherley PC households too) and timescales. MC to liaise with West Tytherley PC
- iii) Application by landowner of Dean Hill for a restricted byway on Dean Hill Park to be extinguished: No comment to be submitted.

**132/19**

**Village Maintenance updates**

- i) Playground RoSPA inspection Report– consider results. Adjourned until 15 January 2020
- ii) Grass cutting quotes (work wef March 2020): Adjourned until 15 January 2020
- iii) Village Management Plan (BS): Adjourned until 15 January 2020
- iv) Broken light on the Village Green: MC to contact an accredited electrician to obtain a quote
- v) Culvert Dean Road: No comment as West Tytherley PC dealing
- vi) Road Bridge – BS reported that Wiltshire Council previously carried out a structural inspection and did some pointing. The bridge, however, continues to deteriorate due to volume of heavy traffic. MC to raise concern with Highways

**133/19**

**Parish Council admin matters**

- i) Cllr dedicated emails: Adjourned until 15 January 2020
- ii) Website – move to GoDaddy in 2020: Adjourned until 15 January 2020
- iii) Meetings 2020: third Wed of the month (15 Jan, 19 Feb, 18 March, 17 June, 15 July, 16 Sept, 21 October, 18 Nov).  
Exceptions: May (AGM and Annual Parish Assembly dates to agreed). No meetings in August and December (unless planning).  
MC to book King George’s Hall, West Dean

**134/19**

**Correspondence and AOB**

AL tendered her resignation with immediate effect. HU, on behalf of the council, thanked AL for her contribution as a Councillor these past months. MC to advertise the vacancy.

**135/19**

It was agreed the next meeting of **West Dean Parish Council** will be held on **Wednesday 15 January 2020 at 7:00pm in the King George’s Hall, West Dean**  
Being no further business, HU closed the meeting at 9:30pm