

# Sutton Benger Parish Council

## Minutes of the Parish Council Meeting

Held on Wednesday 4 July 2020 remotely via Zoom

In line with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting was held remotely using the Zoom platform enabling both Council members and the public to hear and be heard.

Those present were noted as Cllrs C Manfield (Chair), J Williams, D Spencer, N Roynon, J Campbell, B Carter, L Craig and R Gaunt. Also present L Roslyn, Clerk and 1 member of the public.

009<sup>(20)</sup> **To receive apologies and reasons for absence**

Apologies were received from Cllr N Hayward (unwell).

010<sup>(20)</sup> **To receive declarations of interests from members regarding the agenda.**

No interests were declared.

011<sup>(20)</sup> **Public Forum Session**

No matters were raised.

012<sup>(20)</sup> **Minutes of previous meeting**

It was **resolved to approve** the minutes of the Parish Council Meeting held on 10 June 2020.

013<sup>(20)</sup> **Finance**

- a) It was **resolved to approve** the monthly accounts statement and the payment of new invoices totalling £180.13.
- b) It was **resolved to approve** expenditure from the CIL funds for a 25% contribution towards the costs required by Wiltshire Council Highways to:
  - i. Carry out an Assessment of the speed limit on the B4122 at a (typical) cost of £687.50 (25% of £2,750).
  - ii. Implement the changes, should the works be approved, at a (typical) cost of £1,000 (25% of £4,000)
- c) It was **resolved to approve** to declare the Council exempt from sending the completed Annual Governance and Accountability Return (AGAR) to the external auditor for 2019-2020.
- d) The receipt of the Annual Internal Audit Report for 2019-2020 was noted.
- e) It was **resolved to approve** the Annual Governance Statement for 2019-2020.
- f) It was **resolved to approve** the Accounting Statements for 2019-2020.

014<sup>(20)</sup> **Planning / Development Control**

- a) It was **resolved to respond** to new planning applications as follows:

	Planning Ref	Details	Response
i	20/03441/FUL	Chippenham Pit Stop, SN15 5LH - Installation of 6 no. Electrical Vehicle Charge Points, Install of 4 no. Power Cabinets, 1 no. 1250KVA Transformer Substation and 1 no. Ring Main Unit. New Pavement to the Retail Outlet and Street Lighting.	<b>Support subject to Conditions</b>
ii	20/04579/FUL	38 High Street, SN15 4RF - Removal of existing roof over single storey rear extension. New first floor extension over existing single storey rear extension and new side window.	<b>Support subject to Conditions</b>
iii	20/04871/TCA	62 High Street, SN15 4RL – Fell 1 Goat Willow	<b>No Objection</b>
iv	20/05031/FUL	30 Cowley Way, SN15 4SD - Single storey & two storey extension	<b>No Objection</b>

- b) The Clerk advised of 2 new planning applications that need to be decided via email.

015<sup>(20)</sup> **Neighbourhood Development Plan**

No update report received.

016<sup>(20)</sup> **Highways & Parish Steward**

Cllr D Spencer reported that the Parish Steward had completed clearing the drains and had been weedkilling. Cllr L Craig requested an update on the metro count and the Clerk advised it was in hand.

017<sup>(20)</sup> **Arts Development Projects**

Cllr C Mansfield confirmed that the date for the BARTS Festival would be 16-18 July 2021 and that the team was working hard to get everything in place. It was **agreed** to invite the Project Manager (PL) to give a brief presentation to the PC.

(20:12 Cllr H Greenman arrived).

018<sup>(20)</sup> **Rights of Way**

Cllr R Gaunt reported that the SB22 Bridleway had still not been certified as it wasn't wide enough and that the Walk Bengier project was underway.

019<sup>(20)</sup> **Flooding/Emergency Plan**

Cllr N Roynon gave a brief update.

020<sup>(20)</sup> **Village Hall**

Cllr J Campbell advised that the VHMC had no meetings scheduled and that they are still looking into funding opportunities for the extension/refurbishment project

021<sup>(20)</sup> **Primary School**

Cllr B Carter advised that the School was planning to re-open fully in September 2020 with the necessary Covid-19 restrictions in place.

022<sup>(20)</sup> **Wiltshire Council**

Cllr H Greenman reported that there was now only 1 Chief Executive in post, gave brief details about the Draft New Code of Conduct consultation and advised that Wilts Council will have a deficit of about £50m at the year end.

023<sup>(20)</sup> **Clerk's Report**

The Clerk's Report forms part of these minutes and is available on request.

024<sup>(20)</sup> **Date of the Next Meeting**

The date of the next **Parish Council Meeting** was noted as **Wednesday 9 September 2020** to be held remotely or in the Village Hall (*subject to Covid-19 restrictions*), starting at 7.45pm.

025<sup>(20)</sup> **Personnel – matters relating to the Parish Clerk**

(*CONFIDENTIAL – the Clerk and members of the public were asked to leave the meeting*)

- a) Cllr C Mansfield gave a report on the Clerk's appraisal of 17 June 2020.
- b) It was **resolved to approve** an incremental salary increase of £0.22 per hour to SCP 14 of the NJC Pay Scales for the Clerk with effect from the 1 May 2020.

Meeting ended at 20.40.

**Chairman**..... **Date**.....