

Minutes of ordinary meeting of Britford Parish Council held Thursday 15th July 2021 at 7.30pm at Britford Memorial & Community Hall.

Present: Derek Finnis (Chair), Jane Ranaboldo, Enid Alston, Tim Bonallack, Martin Sturgeon.

Also present: Jay McGowan (Clerk), Councillor Richard Clewer plus 1 member of the public.

Start Time: 7.35pm

Public session

A parishioner highlighted the panel of the sluice has been removed/broken, therefore there is no water on the Navigation – this will need to be repaired.

This had already been noted by the Parish Council and the landowners will be contacted.

Agenda

21.04.01 Apologies – None.

21.04.02 Vacancies in Parish Council Office – Two.

21.04.03 Declaration of Interest: Members to disclose their interests in matters to be discussed and to decide requests for dispensation. None.

21.04.04 To consider any urgent matters raised in the public session, and any other urgent matters or items from councillors. (For discussion only, no decisions can be taken). None.

21.04.05 To agree any items on the agenda that are to be dealt with following the exclusion of the press & public. None.

21.04.06 Minutes of Parish Council Meetings

- a) Minutes of ordinary BPC meeting held 20th May 2021 to be approved and signed.
Resolved: All members in agreement of minutes to be a true record. Signed by DF
- b) Minutes of Annual Parish Meeting held 20th May 2021 to be agreed but will be signed at the next Annual Parish Meeting. **Resolved:** All members in agreement of minutes to be a true record. *To be signed at next APM meeting - May 2022.*
- c) To consider amending the minute taking for meetings and omitting members of the public in public sessions. **Resolved:** All members in agreement to holding the public session before any agenda items, therefore any names of the public may be omitted.

21.04.07 Matter Arising.

- a) Thatch Cottage: To update Councillors on the Freedom of Information request made from Mr Dennis. Clerk forwarded the information to Mr Dennis and advised Wiltshire Council – **No further action required.**
- b) Parish Council Insurance – New Insurance with Community First. Policy started 01/06/2021.

- c) Website updated with Year 2020/2021 AGAR.
- d) VAT reclaim adjustment made to now include Zoom subscription – New amount of £115.68 submitted.
- e) Dog waste bins – to receive an update on the progress. Resolved: The locations of the proposed fitting of the bins are:
 Britford Memorial & Community Hall
 Gates at Church Lane and one at the other end of the field
 The Green
 Lower Road end of Britford Lane [Action: Clerk to write to landowners for permission to install the bins.](#)
- f) The Great British Spring Clean – The 17th June 2021 litter picking was cancelled due to bad weather. To be rearranged at a later date.
- g) Parish Steward Visit due 26th July 2021. [Action: TB will liaise with Parish Steward.](#)

21.04.08 Planning.

- a) **To consider a response to the current Planning Applications received.**
 - i. Application Ref PL/2021/04598 - Full Planning Permission
 Address: 5 Dogdean Cottages, Homington Road, Salisbury, SP5 4NP
 Proposal: **two storey rear extension, side porch and garage extension.**
 Respond By 06-07-2021. Comments submitted on 02/07/2021 – No objection.
- b) **To consider a response to any Planning Applications received between publishing of the agenda, and date of the meeting.** None.
- c) **To note decisions made by Wiltshire Council since last meeting.**
 - i. Application Ref PL/2021/03179 - Full Planning Permission
 Address: Land North of The Old Vicarage, Church Lane, Britford, SP5 4DX -
 Approved with conditions.
 - ii. Application Ref PL/2021/04178 – Works to Listed Building
 Address: Land North of The Old Vicarage, Church Lane, Britford, SP5 4DX -
 Approved with conditions.

21.04.09 Passing Bay

To consider the need for a Passing Bay between Bridge Farm and Church Lane. **Resolved:** The need for a passing bay would help passing traffic and stop the grass verge being destroyed. [Action: The clerk will complete a Highway Improvement request and submit it for consideration by CATG.](#)

21.04.10 Finance

- a) To approve Schedule of Payments

Date	Payee	Amount	
28/05/2021	R P Parsons - Audit	£120.00	TFR – to be raised
19/06/2021	1&1 Ionos – Domain renewal	£23.98*	DD

15/07/2021	Hill Data Systems	£9.48	DD
31/07/2021	Staffing Costs	£250.00	TFR – To be raised
15/08/2021	Hill Data Systems	£9.48	DD
31/08/2021	Staffing Costs	£250.00	TFR – to be raised

*To note this is an amendment from 20th May 2021 meeting. It was stated as £10.00 & VAT, however this is per year – the contract is based on 2 years; therefore, the amount is £23.98.

- b) To review bank reconciliation for 1st quarter: April – June 2021. Approved and signed by Chair and Clerk.

21.04.11 Forthcoming Meetings

- a) Southern Area Planning Committee – 22nd July 2021 at 3pm: TBA – cancelled.
b) Southern Area Planning Committee – 19th August 2021 at 3pm: TBA
c) OFWG – 18th August 2021 at 10am: TEAMS. DF will try to attend.

21.04.12 Correspondence

- a) Briefing Note 21-11 – Wiltshire Council mowing policy. To note the grass cutting schedule for urban and rural areas. [Action: Clerk to send a copy to all members.](#)

21.04.13 Any other business

- a) A parishioner contacted the clerk to report some disruption on High Road, they asked for the Community Policing Team to contact them directly. [The clerk forwarded the parishioners' details. No further action at this point.](#)
b) Climate Strategy Consultations

To consider the following text to be placed on the Parish Council website to highlight the consultations.

Wiltshire Council is consulting on its draft Climate Strategy from 1 September for six weeks, as it aims to meet its pledge to be carbon neutral by 2030. The consultation is your chance to help shape the future of Wiltshire in its journey to becoming carbon neutral county and more resilient to climate impacts. The council will be asking for your views on how you think residents, communities and businesses in the county can all play their part to achieve this. There will be a chance to attend engagement events to ask questions and share your views during the six weeks of the consultation period, along with an online survey, so please do get involved and help to spread the word. The full consultation documents and information will be available at www.wiltshire.gov.uk/green-economy from 1 September.

Resolved: All members agreed to text being placed on Britford Parish Council website.

Action: Clerk will add text to the Parish Council website.

- c) To consider the need to update the Parish Council website. **Resolved:** To be added to the next meeting as an agenda item.
- d) Sluice House: It has been noted the building is in urgent need of repairs. **Action:** Clerk to advise [Wiltshire Council Planning department](#).

21.04.14 To note date of next meeting.

Thursday 2nd September 2021 - To be rescheduled to 16th September 2021.

Thursday 4th November 2021 – To be rescheduled to 11th November 2021.

21.04.15 To Close the meeting.

End Time 9pm.