

Britford Parish Council

Draft Minutes for Meeting held 17th July 2024

Britford Parish Council members met on Wednesday 17th July 2024 for an Ordinary Parish Council meeting held at Britford Memorial & Community Hall.

Present: Derek Finnis (Chairman), Tim Bonallack, Nat Cole, Jon Gould, Martin Sturgeon

Also, present: Jay McGowan (Clerk), Cllr Richard Clewer, 14 members of the Public.

Start time: 7.30pm

Public session

Cllr Finnis started the public session with a brief update of progress so far with the Community Bund Proposal. He started by addressing the confusion regarding the Moat ditch, it was confirmed this would not be filled in, however the proposed bund would have a gap to allow for some form of sluice gate. The Flood Risk Assessment is being carried out by Mr C Onions and hopes it will be published by the end of this month. There is a possibility of some funding from Wiltshire Council for small drainage issues, Coote Cottage and Cob House drainage will be the priority.

It has been noted there has been some heavy machinery activity on the North side of the Carrier to build up the bank. Is this allowed as permission has been refused to build on the South side? *The Parish Council will contact the Environment Agency.*

Would it be possible to buy the field and it be maintained by the Village? A bund could then be built. *This would not be feasible for many reasons. The Parish Council have made the decision to build a bund so will not deviate from this as this would increase costs and cause further delays, there is a very short timescale before the weather changes and provisions need to be implemented soon.*

When will the Navigation be cleared? *This planned for September 2024. Both Natural England and Environment Agency are aware it needs to be cleared to allow water flow.*

A Parishioner commented the hatches near Lockbridge are no longer there, therefore there is no control of flow into the Navigation.

It has been noted by a resident that the flood water earlier this year was 6 inches higher than the 2014 floods. In 2013 he carried out a controlled test using the Manning Equation to work out the flow of the Navigation. The flow was greatly reduced when simulating the current conditions. He stressed the Deed of Irrigation states which Landowners are responsible for their plots, and they should be enforced to fulfil their duties as riparian owners.

The 'School' sign is obstructed by overgrown vegetation. This will be reported to Wiltshire Council.

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A resident, who is still suffering from flood damage asked if the drains on High Road could be investigated. The water level in the property is not going down, could this be caused by a blockage, they would like this investigated. *The Parish Council will look into this and request an investigation of the drain.*

Agenda

24.03.01 Apologies for Absence. To receive and accept apologies for absence. Apologies were received from Cllrs Ranaboldo and Alston. Resolved: Apologies were considered and accepted.

24.03.02 Vacancies in Council Office. None.

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

24.03.04 To consider any urgent matters raised in the public session, and any other urgent matters or items from councillors. None.

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

24.03.06 Minutes.

To approve and sign Minutes for:

Annual Parish Council Meeting held 9th May 2024

Extra Ordinary Meeting held 20th June 2024

Resolved: Minutes were approved as a true record of the meetings. Both sets of Minutes were signed by Cllr Finnis.

24.03.07 Clerk's Report/Items following on from previous meeting.

a. Longford School Parking. Still waiting for an update.

b. Parish Steward: August focus will be on noxious weed clearing. A request to clear the weeds along High Road will be submitted to Wiltshire Council.

c. Grass Verges. A request to cut back the verges along High Road including the bus shelter area has been submitted. The pavement has now been cleared.

d. Defibrillator. The approximate cost of installing a defib will be considered in the 2025/26 budget. The Clerk will look at various funding options.

24.03.08 Flood Warden Report. There is a meeting being hosted by the Environment Agency on Thursday 25th July 2024 to update residents on the Property Flood Resilience Grant Scheme. This is a public meeting and encourage residents to attend.

Cllr Cole will be walking through the Village week commencing 22nd July 2024 to check the drains and ditches. He hopes to speak to as many riparian owners as possible to remind them of their duties.

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The Parish Council would like to thank Phillip Egremont for clearing the ditches along Betts Lane up to The Old Bakery.

24.03.09 Britford Flooding. To receive an update from Cllr Finnis.

a. Progress update. The Parish Council are still in the process of the planning stage to build the bund, various reports are being commissioned. The Flood Risk Assessment will hopefully be published by the end of the July 2024. Cllr Finnis proposed Mr James Dennis is brought on as an expert advisor to help the Britford Flooding sub-committee take this proposal forward and get it to planning stage.

Resolved: All members approved this proposal in accordance with the Council Standing Orders.

b. Contracts and Competitive Estimates – to consider and approve MJA Consulting draft contracts. **Resolved:** Both draft contracts were considered; contract for Bund Project and contract for Drainage Project. The draft contracts were considered and approved, details to be finalised.

c. Finance and Risks. Both were considered. **Resolved:** Cllr Gould and Mr Dennis will complete a Risk Register on behalf of the Council. Cllrs Finnis and Gould have drafted a financial risk and subsequent financial plan to fund the project.

24.03.10 Planning.

a. To consider a response to any new planning applications received. None.

b. To consider a response to any planning applications received between publishing of the agenda, and date of the meeting. None.

c. To confirm any planning application responses determined email for applications received since last meeting. None.

d. To note any planning application decisions received by Wiltshire Council.

PL/2024/03743: Old Shaston Drive, Coombe Bissett, SP5 4JS. No Objection.

24.03.11 Finance.

a. Updated NALC Financial Regulations 2024. To consider and adopt the updated regulations. The following change of wording was proposed to adapt to the current Council requirements:

7.1 Where internet banking arrangements are made with any bank, the clerk shall be appointed as the Service Administrator. The bank mandate agreed by the council shall identify councillors who will be authorised to approve transactions on those accounts and a minimum of two people will be involved in any online approval process. The Clerk is also an authorised signatory, therefore has been approved by Full Council (Minutes 24.03.11a) to raise payments following approval by two Cllrs to themselves, all payments are to be verified and authorised by a 2nd signatory.

9.4 Personal credit cards or debit cards of members or staff may only be used for expenses up to £500 including VAT, with approval of Full Council, payment to verified by two Councillors. Approved Minutes 24.03.11a

Resolved: All Cllrs considered and approved the above amendments. The updated 2024 Financial Regulations were adopted.

b. To note bank accounts as of 12th July 2024.

Current: £6,961.72

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Britford Bund: £2,001.00

Savings: £9,730.62 (£5,722.00 Britford Field Fund)

c. To note bank reconciliation for 1st quarter of the financial year. *Noted.*

d. To approve the Schedule of Payments. Resolved: All payments approved, see full list below.

24.03.12 Meetings.

a. Wiltshire Council Town & Parish Council Meeting: 24th July 2024

b. LHFIFG Meeting: 6th August 2024

c. Southern Wiltshire Area Board Health & Wellbeing meeting 13th August 2024

24.03.13 Correspondence Received.

a. Briefing Notes: 24/13 & 24/14

b. WALC Newsletter – June 2024

c. A request for Britford Lane/Lower Road Footpath to be cleared of overgrown vegetation. This has now been cut back. *No further action.*

d. The Wiltshire & Swindon Solar Together scheme 3 is now open for registration.

You can find further information or register your interest at:

solartogether.co.uk/wiltshire/home

e. The Gypsies and Travellers Development Plan, pre-submission consultation under Regulation 19 will enable communities to have their say on the draft Plan.

Consultations will start week commencing 19th August 2024, dates to be notified.

Cllr Clewer gave a summary of the Plan.

24.03.14 Items to be carried forward to the next meeting.

24.03.15 To note date of next meeting.

Thursday 5th September 2024

24.03.16 To close the meeting.

Payments to be approved:

Date	Payee	Particulars	Amount
17.07.24	Hill Data	Microsoft Subs	£10.32
21.07.24	1&1 Internet	Domain Name	£3.60
31.07.24	J McGowan	Clerk's Expenses	£302.50
15.08.24	Hill Data	Microsoft Subs	£10.32
21.08.24	1&1 Internet	Domain Name	£3.60
30.08.24	J McGowan	Clerk's Expenses	£302.50
Total			£

Payments made since last meeting: 18.06.24 – 17.07.24

Date	Payee	Particulars	Amount

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17.06.24	Hill Data	Microsoft Subs	£10.32
21.06.24	1&1 Internet	Domain Name	£3.60
28.06.24	J McGowan	Clerk's Expenses	£302.50
28.06.24	ID Verde	Bin Maintenance	£64.33
Total			£380.75

Payments received since last meeting: 18.06.24 – 17.07.24

Date	From	Particulars	Amount
20.06.24	HMRC VTR	VAT	£329.04
09.07.24	Lloyds Bank plc	Interest	£10.05
Total			£339.09

DRAFT