



Meeting of West Dean Parish Council

Tuesday 12 January 2021 commenced at 7:00pm

Held by video conference (in order to protect the health and safety of councillors and members of the public during the COVID-19 pandemic)

Present: Harry Urquhart (HU) – Chair, Jane Higgins (JH), Bill Seabrook (BS), Andy Francis (AF), David Sutton (DS), and Sarah Hurst (SH)

Others present: Melanie Camilleri (MC) – Clerk/RFO, Councillor Richard Britton (Alderbury and Whiteparish division), and Cllr Deborah Hook (West Tytherley, Frenchmoor & Buckholt Parish Council)

- 01/21 Apologies for Absence:** Christine Warry (CW)
- 02/21 Declarations of interest:** None
- 03/21 The Minutes of the Meeting of the Parish Council** held on **Wednesday 18 November 2020** were approved and signed.
- 04/21 Public Forum**
- 05/21 To receive a report from Cllr Devine (Wiltshire Council)**
- Wiltshire Wellbeing Hub remains in place for those people who may need additional support (originally set-up at the start of the pandemic in March 2020). Access the hub for help. <https://www.wiltshire.gov.uk/news/support-from-wellbeing-hub>
 - Severe Weather Emergency Provisions triggered <https://www.wiltshire.gov.uk/news/Severe-weather-emergency-provisions-triggered>
 - Demands on budget means Wiltshire’s Council Tax & Police Precept set to rise
- 06/21 Finance**

- i) Resolved unanimously to approve the Cashflow report and payments

Bank balances

Main Account (as at 14 Dec 2020): £7,235.13

Savings Account (as at 09 Dec 2020): £6,113.61

Main Account

Payee	Detail	Amount £	Method
M Camilleri	Clerk Salary + office space	483.99	S/order
The Handyman & Garden Co Ltd	River Clearance	732.00	BACS
Geosphere Ltd	Parish Online subscription	28.80	BACS
Clive Francis	Grass Cutting (x2 Oct) & Hedge Cutting (x1)	1,092.00	BACS
Farley PCC	Dun Valley News publication Oct 2020-March 2021	180.00	BACS
M Camilleri	Clerk Salary + office space	483.99	S/order
M Camilleri	Website renewal	172.63	BACS
M Camilleri	Stamps	7.80	BACS
King George’s Hall	S133 Insurance Contribution (March 2021)	300.00	BACS
Total debit		£3,481.21	

Receipts	Detail	Amount £
Transfer	From Savings Account	5,000.00
Total debit		£5,000.00

- ii) 2021/22 Budget & Precept: AF proposed, seconded by BS and unanimously resolved that the 2021/22 budget presented with a Precept of £17,500.00 be approved. MC to notify Wiltshire Council

HU wished it to be noted that extensive community engagement had taken place in advance of this decision through online surveys. Social Media (FB), and Newsletters inviting feedback on areas of non-mandatory spend and impact of cost to Precept Council tax per household.

MC reported that this increase would enable the Parish Council's reserves to be restored to a more acceptable level.

07/21 River Dun Management

- i) It was agreed DS will check the accuracy of the River Dun Management Report dated Nov 2020 and report findings to MC to make the necessary changes. Once amended, DS will share with the River Group
- ii) The River Dun Management Report will then serve as the basis on which a Terms of Reference is created
- iii) DS to seek from the community expressions of interest in joining the River Group

08/21 Street Lighting

- i) Establish and document ownership of streetlamps in West Dean and identify who is responsible for maintenance, Health & Safety compliance, and payment of electricity supply: *this Agenda item was deferred until the 09 Feb meeting due to the need to access historic data relating to ownership of asset*

09/21 Parish Online

Cllr Sarah Hurst presented the functions and benefits of using this online tool. Population will take place over a period of 6 months. All members of the council were impressed and thanked Sarah for her work.

10/21 Climate and Green Campaign

- i) Consider the installation of an electric vehicle charging point in the village: All agreed this was a great idea and that The King George's Hall is the most obvious location in the village. Jayne Francis on behalf of WDPC and The Village Hall Committee will explore sources of funding.
- ii) Completion of NALC's Climate Survey: The councillors jointly agreed answers to the survey

11/21 Strategic Planning

- i) SH will send out document for review and feedback.
- ii) Kick-off planning at the 09 Feb meeting.

12/21 Correspondence, AOB, and urgent matters

- i) Resolved unanimously that West Dean Parish Council will issue the Nomination letter for Trustee of the Brooke, Evelyn and Thistlewaite Charity
- ii) BS raised the Chestnut Tree on the village green has shed 2x branches. AF will ask Greg Gent to look at the tree's safety as it may be dying.
- iii) It was reported that Penn Farm Barns may be at risk of falling down, a concern as they are Grade II listed. AF to contact Wiltshire Planning for guidance. MC to send AF link to Historic England who oversee listed buildings and structures.
- iv) SH will be adding historic photos of West Dean on the website by creating a Gallery

13/21 Next Parish Council Meeting

The date of the next West Dean Parish Council Meeting will be held on **Tuesday 09 February 2021 at 7:00pm** by video conference.

Being no further business, HU closed the meeting at 21:00pm

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING