



**Ordinary Meeting of West Dean Parish Council
Wednesday 15 January 2020 commenced at 7pm
in the King George's Hall, West Dean**

Present: Harry Urquhart (HU) – Chair, Bill Seabrook (BS), Christine Warry (CW), Jane Higgins (JH), and Sarah Hurst (SH)

Others present: Melanie Camilleri (MC) – Clerk/RFO, and two members of the public.

01/20 Apologies for Absence: None

02/20 Open Forum

03/20 Declarations of interest: None

04/20 Minutes

The Minutes of the Parish Council meeting held on Wednesday 10 December 2019 were approved and signed

05/20 WCC update from Cllr Devine: Didn't attend

06/20 NDP: update from Alan Bannister

- AB made a CORRECTION to the West Dean Parish Council's Minutes dated 6 November 2019 (Agenda item 117/19) as follows:
 - the draft NDP Document states no land in either of the two settlements has been identified for strategic housing development by TVBC or WCC,
 - The draft also states any proposed development should be community led, would require a HNS at the time and address any need for affordable homes identified. While supporting this policy, AB and SG members are not in favour of doing an HNS immediately because it may jeopardise the current critical stage of issuing the Regulation 16 Draft NDP.
- SG meeting held 8 Jan with Sarah Hughes (TVBC) in attendance. Timetable updated.
- Reg 16 NDP work underway. A draft copy will be with the SG on 24 Jan for their consideration. SG to meet 4 Feb to determine this version is 'best and final offer'
- Reg 16 NDP will be sent to the Councillors of both PCs no later than 10 Feb. This version will also be available to the public
- WDPC Meeting 19 Feb to agree and Minute this version is 'best and final offer'. WTPC will hold an EGM on 18 Feb to likewise agree and Minute.
- Referendum will be held with 25 days' notice (anticipated early July)

07/20 Housing Needs Survey

- i) WT PC gave the go-ahead for West Dean to survey the Hampshire households which fall within the village of West Dean boundary. They do not, however, wish to take part in a joint HNS to cover the remainder of the Hampshire households.

08/20 Village Maintenance

- i) Parish Steward visit 20 Jan: CW and Andy F will co-ordinate face to face meet with the Parish Steward to agree jobs
- ii) Flooding Emergency Plan: JH will be the Emergency Flood co-ordinator and lead on the review and update of Andy F's Community Emergency Plan
- iii) My Wiltshire app – reporting to Wiltshire Council. This is to be used for emergency work which can't wait for the Parish Steward
- iv) Grass cutting quotes (work wef March 2020). In consideration of quotes received, CW proposed, seconded by BS and unanimously resolved to award Clive Francis the job for grass cutting and hedge trimming services in 2020. Andy F to discuss

scope and specifications of services with Clive (CW to feed into specifications for grass cutting on the village green)

- v) Hedge cutting: see iv) above
- vi) Broken light on the Village Green: MC has acquired an estimate of £95+VAT from Bennett & Dean. The councillors unanimously resolved that the repair work can be carried out their suggested date of Tues 21 Jan @9am. Andy F will meet them there. IF the cost of repair works considerably exceeds the quote, new quote to be referred back to the PC for consideration and approval.
- vii) Road Bridge: BS to write to Wiltshire Council to request they carry out a structural assessment
- viii) Telephone Kiosk: MC to investigate if BT have put this kiosk on the decommissioning list with the view to PC to adopt.
- ix) Keep Britain Tidy Campaign supported by Wiltshire Council (20 March – 13 April). The PC unanimously resolved to continue with its own arrangements
- x) Playground RoSPA inspection Report– Andy F to speak to Martin Lambe regarding works he can carry out and obtain a quote for the PCs consideration
- xi) Village Management Plan: SH will lead

09/20 Parish Council admin matters

- i) Website hosting with ICT expires end Feb 2020. SH to move across to new website hosted by GoDaddy. The website may be ‘unavailable’ during a short transitional period, during which FB will be used.

10/20 Finance

- i) Schedule of expenses/accounts approved
- ii) Payments were authorised

Bank balances

Main Account (as at 16 Dec 2019): £3,864.97

Savings Account (as at 09 Dec 2019): £5,357.55

Main Account

Payee	Detail	Amount £	Method
M Camilleri	Clerk Salary + office space (1 Jan)	437.88	S/order
Matthew Rowe	Carols on the Green - refreshments	35.00	000691
King George’s Hall	\$133 grant towards 2020 insurance	300.00	000692
M Camilleri	Shortfall in Jan salary S/Order to reflect pay rise	34.02	000693
Total debit		£806.90	

Receipts	Detail	Amount £	Deposit Ref.
West Tytherley PC	Contribution towards playground resurfacing	156.00	
Total credit		£156.00	

- i) Revised Standing Order wef 1 Feb 2020 approved and signed (reflecting authorised pay rise for Clerk Agenda 130/19)
- ii) WT PC agreed to consider financial contributions towards West Dean’s playground maintenance on a case by case basis.

11/20 Correspondence and AOB

- i) VE Day (75th Anniversary) Friday 8th May: As local events are planned to mark this occasion (The Black Horse, West Dean Club), the PC will not run a separate event. SH proposed, seconded by HU and resolved unanimously that the PC will make a donation towards the cost of the children’s entertainer at the West Dean Club event. SH will ascertain cost so that the PC can determine what this contribution will be.
- ii) Thank you from St.John Ambulance for the PC’s donation of £75

12/20 The next **West Dean Parish Council** will be held on **Wednesday 19 February 2020 at 7:00pm in the King George’s Hall, West Dean**

13/20

Exclusion of public and press

In accordance with Section 1, subsection (2) of the Public Bodies (Admission to Meetings) Act 1960, it was resolved that, in view of the confidential nature of the business about to be transacted, the public and press were temporarily excluded and asked to withdraw for item 14 on the Agenda

14/20

Councillor vacancies

- Two applications received for the two vacancies. Andy Francis and David Sutton. Both candidates are eligible.
- HU proposed, seconded by JH that Andy Francis be co-opted onto the Parish Council. Voting took place by a show of hands. The proposal was carried by a unanimous decision.
- HU proposed, seconded by JH that David Sutton be co-opted onto the Parish Council. Voting took place by a show of hands. The proposal was carried by a majority decision.
- Their roles within the Parish Council will be agreed and Minuted at the next PC Meeting when their co-option is ratified.

Being no further business, HU closed the meeting at 9:25pm

DRAFT MINUTES TO BE SIGNED AT THE NEXT MEETING OF THE PARISH