

**Minutes of the meeting of Firsdown Parish Council held on Wednesday February 1st
2017 at 7.15pm in the Committee Room, Winterslow Village Hall**

Present were – Cllr B Edgeley (Chairman), Cllr M Bishop (Vice-Chairwoman), Cllr H Edgeley, Cllr L Simcock, Cllr M Villis and Mrs M Thomas as Parish Clerk
2 members of the public

DRAFT

1. **TO RECEIVE APOLOGIES:** Apologies were received from Cllr J Beavan. Cllr P Hewitt absent.
2. **DECLARATIONS OF INTEREST:** None.
3. **MINUTES:** To approve as a correct record, the minutes of the meetings held on December 7th 2016 - unanimously approved as a correct record and signed by the Chairman, Cllr B Edgeley as such.
4. **QUESTIONS FROM THE PUBLIC:** Parishioner Mr Nigel Walsh asked of the parish council what amount of public liability it had in its current insurance scheme, the council agreed that Cllr Villis would check and obtain the necessary information which will then be supplied to Mr Walsh. **ACTION: Cllr Villis.**
5. **REPORTS FROM:** Unitary Cllr Christopher Devine, to include Southern Wiltshire Area Board meeting of 26/1/17: Unitary Cllr Devine was unable to attend the Area Board meeting of 26/1/17. As Cllr Devine was not present at the Parish council meeting, no report from him was received.
6. **MATTERS ARISING FROM PREVIOUS MEETING(S):** BT kiosk Firs Road Firsdown SP5 1SL, 01980862490 (ref: WC/BT payphones consultation) – Cllr B Edgeley provided an update to the council with confirmation that a reply from Wiltshire Council had been received that the Parish council request to acquire the redundant BT kiosk was supported by them and they will advise BT accordingly.

Defibrillator – reference December 2016 Firsdown parish council meeting – noted with agreement by the parish council to add the item to the March meeting of the council.

Firsdown parish council noted its continuing concerns of the delamination to the road surface on the A30 (Lopcombe Corner area) and which the council believes Unitary Cllr Chris Devine is looking into.

7. **FINANCE:**
Invoices for approval: Firsdown parish council approved invoice FIRSD-01 dated 31/1/17 £140.70 (Jeremy Beavan) with authorised payment with cheque 000127.

Firsdown parish council unanimously agreed and approved the January & February Firsdown parish council banking statement.

8. **PLANNING:** Wiltshire Council notification of southern area planning committee meeting on 2/2/17 to consider: 16/04956/FUL, proposal: proposed construction of agricultural trackway, pole barn for hen house, service link building, pole barn for rearing shed and feed bins, along with temporary stationing of mobile home, all about free range egg production flock, with associated works, site address: Longacre Farm, Figsbury, Salisbury, SP4 6DT – noted.

16/12519/TPO – 6 Beech trees, 18d Firs Road, Firsdown SP5 1SQ – Firsdown parish council discussed the application with agreement of Support to the application. **ACTION: Clerk to report the decision to Wiltshire Council.**

9. **CORRESPONDENCE:**
Society of Local Council Clerks (SLCC) letter to Firsdown Parish Council dated 15/12/16 on behalf of Melanie Thomas – Cllr B Edgeley reported that he had sought and received advice from Wiltshire Council on behalf of the parish council (in relation to the letter). Parish council agreed that Cllr B Edgeley would reply to the author of the letter Mr Ian Smith, SLCC national employment advisor, on behalf of the parish council, to state that the council had noted its observations with no further comment. **ACTION: Cllr B Edgeley.**

Parishioner Mr Nigel Walsh, email of 14/1/17 - Improving Health and Well-Being for Wiltshire's Rural Communities at Minimal Costs – noted with parish council agreement that (i) Cllr B Edgeley would enquire with Unitary Cllr Chris Devine who the Wiltshire Council portfolio cabinet member is for footpaths and (ii)

Cllr B Edgeley would contact CPRE in relation to the item. **ACTION: Cllr B Edgeley.**

Annual return 2016 – 290669 – Firsdow village hall charity fund – noted as having been received (see item 10).

Wiltshire Council – “Our Community Matters” event on 16/2/17 – Cllr B Edgeley will attend a meeting on 16/2/17 “Our Community Matters”.

Cllr Mr Whitehead February highways newsletter to include the annual town and parish council highway evening meetings & The Great British Spring Clean (4/5/6 March 2017) – email of 26/1/17 – parish council agreed/noted that (i) Cllr B Edgeley will attend the annual Wiltshire Council Highways Dept meeting on 23/5/17 (ii) it would take part in The Great British Spring Clean and that Cllr Simcock offered to place a poster on the three notice boards seeking volunteers. **ACTION: Cllr Simcock.**

10. **ANNUAL RETURN 2016 – 290669 – FIRSDOWN VILLAGE HALL CHARITY TRUST FUND (ref: email of 6/1/17) WITH CONFIRMATION OF STATEMENT OF FUNDS FOR THE PERIOD 1st JANUARY TO 31st DECEMBER 2016:** Firsdow parish council agreed and confirmed submission of the annual return with income of £67.73, expenditure £0.00 as stated on the ns&i investment account statement period covering 1/1/16 to 31/12/16. Firsdow parish council confirmed that (i) the balance on the ns&i investment account entitled “The Firs Rd Village Hall Trust Fund” statement period covering 1/1/16 to 31/12/16 to be £11,339.81 and (ii) trustees of the 290669 charity is currently listed as Cllr M Villis and Cllr B Edgeley. **ACTION: Clerk to submit annual return on behalf of the parish council.**
11. **THE PENSIONS REGULATOR (letter ref: 1103761120) – LETTER FROM PAYROLL ADMINISTRATOR JULIE BAILEY – FIRSDOWN PARISH COUNCIL CONSIDERATION OF:** Firsdow parish council provided a signed letter (Cllr B Edgeley on behalf of the parish council) to the Clerk as an employee to the parish council entitled “Firsdow parish council pension scheme – a change in the law that affects you”.
12. **FIRSDOWN PARISH COUNCIL CONSIDERATION OF THE PUBLICATION OF FIRSDOWN PARISH COUNCIL MINUTES AND PRECIS:** the parish council noted that minutes of meeting(s) will be displayed on the notice board and web and labelled as “draft” until they are presented for consideration of approval by the full council.
13. **COMMUNITY SPEEDWATCH SCHEME (CSW):** apologies of absence were noted from the CSW co-ordinator with report that it is understood that the team now consists of three members following the recent recruit of the third member.
14. **HIGHWAYS:** Cllr B.Edgeley advised that the street light at the junction of Ilynton Avenue/Firs Road was not functioning. Contractors, Atkins, have been advised to handle the matter.
15. **MAINTENANCE IN THE PARISH:** no items reported/to note.
16. **PARISH STEWARD SCHEME (PS):** update from January visit with consideration of items for next visit – the Clerk reported that the future visit dates had not been formally notified to the council with agreement that the Clerk should enquire with Mr Tim Woolford at Wiltshire Council. The parish council agreed that a pot hole located in the middle of the carriageway in Firs road (opposite number 104) should be added to the parish steward schedule for possible remedial work in the next visit. **ACTION: Clerk to collate the schedule and despatch to Wiltshire Council.**
17. **FIRSDOWN PARISH COUNCIL WEBSITE – WORKS IN PROGRESS:** Cllr Beavan was unable to attend the meeting but had provided an update.
18. **PARISH CLERK APPRAISAL AS PER CONTRACT TERMS:** arrangements for an appraisal (following the last appraisal in 2014) were considered with agreement that the appraisal would take place on Monday 20th February 2017 at 2pm (subject to Cllr Beavan availability) with Cllr B Edgeley, Cllr M Bishop and Cllr Beavan in attendance.
19. **PLAY AREA:** Cllr B Edgeley confirmed that he had arranged to meet with an inspector from the contractor Creative Play at the play area site to discuss continuing concerns as to rot on the zip wire poles following an annual play area inspection report.

20. **ANY OTHER BUSINESS:** None.
21. **CONSIDERATION OF DATE CHANGE TO FIRSDOWN PARISH COUNCIL MARCH MEETING WITH SUGGESTION OF THURSDAY 2ND MARCH 2017:** The Parish council agreed that the March meeting date be changed from Wednesday 1st March 2017 to that of Thursday 2nd March 2017.
22. **TO CONFIRM DATE OF NEXT MEETING:** 2nd March 2017

Meeting concluded at 8.36pm