

Minutes of the Meeting of Manningford Parish Council held on
Tuesday 25th April 2023 at 8.00pm in the Village Hall

Present: Councillors Richard Netherclift, Andy Reed, Sue Lymposs, Andrew Paine, Bridget Lanyon, Liz Young and David Proto.

Unitary Councillor Paul Oatway.

Clerk Ruth Kinderman

Residents Matthew Summers, Darrell Evans and Linda Timani

1. Apologies

None.

2. Pecuniary and other Interests

None declared.

3. Approve minutes of the parish council meeting held on 28th February 2023

Cllr Paine proposed these be approved as an accurate record, seconded by Cllr Lymposs, all in favour and signed accordingly by Cllr Netherclift.

4. Matters Arising

Cllr Reed has scraped off all the moss from the bench ready to treat it with wood preservative/oil. **Action:AR**

Cllr Lymposs had reported that she and other village hall committee members had been obliged to empty the bin by the field. Clerk had chased Idverde and it had become apparent that the order had not been processed and the fortnightly visit had not been added to the schedule. Idverde has rectified the situation.

Clerk had obtained and circulated a map showing Aster ownership of land within The Ivies; Cllr Netherclift said that the parking issues would be discussed under item 20.

5. Finance – including updated Risk Assessment and Internal Auditor’s Report

Payments made since the last meeting were:

Charlton Baker – payroll services February and March - £28.00

Clerk’s salary February and March - £175.00

Wicked Creations – website hosting - £322.24 (paid in April)

Income:

The precept of £8300 has been received from Wiltshire Council.

The balance sheet, with bank statements, up to the end of March had been circulated to all councillors prior to the meeting and is attached as an appendix to these minutes. Bank balances carried forward to the new financial year were £10888.81 for the parish council and £5188.93 for the SID account.

Invoices to be paid:

Charlton Baker – payroll services April - £15.50, to be collected by direct debit

Clerk's salary April - £87.50

SID contribution - £300.00

Clerk noted that the SID contribution is unchanged this year and that Colin Gale of Rushall will be arranging a meeting for SID parish representatives.

It was agreed that no changes were needed to the Risk Assessment.

The Internal Auditor's Report had been received from Annie Diston and circulated to all councillors. It was noted that there were no concerns raised by the Internal Auditor.

6. To approve Certificate of Exemption from Limited Assurance Review for 2022/2023

Total gross income for 2022/23 was £14408; total gross expenditure was £16209. As both figures were below £25000, Cllr Proto proposed that the parish council certifies itself as exempt from Limited Assurance Review. Seconded by Cllr Lanyon, all in favour.

Clerk noted that Manningford had been selected as part of the 5% testing sample for PKF Littlejohn's annual review of parish council procedures. Clerk to obtain direct confirmation from PKF that certifying as exempt also means exemption from the 5% sample and associated administrative tasks. **Action:RK**

7. To approve 2022/2023 AGAR Section 1 – Governance Statement

The governance statement had been circulated to all councillors prior to the meeting. Cllr Lanyon proposed that this be approved, seconded by Cllr Paine, all in favour.

8. To approve 2022/2023 AGAR Section 2 – Accounting Statements

Accounting statements had been circulated to all councillors prior to the meeting. Cllr Lympson proposed that these be approved, seconded by Cllr Paine, all in favour.

9. Planning Applications

To note decisions made by Wiltshire Planning Department:

PL/2022/08365 - 1 Mill Road, Manningford Bruce, SN9 6JN - Proposed Rear Extension & Associated Internal Alterations

Approved by Wiltshire Council, with conditions relating to the rendering of external walls prior to use.

PL/2023/00974 - Barn at Lower Farm, Lower Farm, Manningford Abbots, SN9 6HY – Proposed change of use of agricultural barn to Eg(i) design studio/office and associated B8 storage

Wiltshire Council had been due to publish a decision on 4th April.

To note responses submitted since the last meeting:

PL/2023/01426 - Mount Pleasant Farm, Manningford Bruce, Pewsey, SN9 6JQ

Proposal: The retention of three barns for storage of hay and straw and for livestock (as per planning approval 19/03335/FUL); farm office within retained building; solar panels on roofs of retained buildings; associated bund and landscaping
Cllr Lanyon said that no objection had been submitted; Wiltshire Council is due to publish a decision on 23rd May.

To consider at this meeting:

PL/2022/07080 and PL/2022/07289 (Listed Building Consent): The Old Manor House, Manningford Bruce, Pewsey, SN9 6JW – proposed extension and associated alterations – amended plans

Comments by 26th April

It was agreed to submit no objection to the proposed amendments.

Action:BL

PL/2023/02151 - 1 Lower Farm Cottages, Manningford Abbots, Pewsey, SN9 6HY

New dormer to north east elevation, replacement thatch and replace tiled areas of roof with thatch and replacing some windows, addition of air source heat pump to north west elevation, removal of timber vehicle gate and relocate access. (see heritage statement for more information)

PL/2023/02545 – Listed Building Consent - 1 Lower Farm Cottages, Manningford Abbots, Pewsey, SN9 6HY

Proposal: Internal alterations to improve the layout and removal of a staircase, opening up of blocked chimney breast, removal of fire surround, removing partitions, external alterations including new window and new dormer to north-east elevation, replacement thatch and replace tiled areas of roof with thatch and replacing some windows (see heritage statement for more information)

Comments by 4th May

It was agreed to submit no objection to the planning application and no objection to the listed building consent.

Action:BL

10. Playground

Swings - Cllrs Proto and Reed had looked at the swings and reported an estimated requirement of twelve square metres of safety grass; www.rubbermattingdirect.com supply 17mm safety grass at £52 per square metre (plus VAT). Provided a working party can be arranged, this could be achieved at a cost of approximately £600.

It was agreed to check the Wicksteed quote specifications and make enquiries to ensure a thickness of 17mm will pass next year's safety inspection.

Action:RK

New equipment – Cllr Reed reported that verbal feedback suggests that 80% of village children aged 10-14 would like a new slide. Cllr Paine noted that a tunnel/flume design avoids the need for safety surfacing other than at the exit. Clerk to research suppliers and costs of slides.

Action:RK

Gate post – Cllr Reed said that Andy Martin will let the Clerk know once the post has been replaced.

11. Allotments

One plot has become vacant and advertised on the village email. It was agreed to put adverts on the village noticeboards before pursuing an expression of interest from a Pewsey resident.

Action:RK

12. Highways

Cllr Oatway asked Cllrs Proto and Netherclift to suggest some dates for a meeting to discuss options for the C52.

13. Litter bin in Church Lane

Cllr Paine reported that the churchwardens have submitted paperwork to the diocesan office requesting authorisation for a litter bin inside the churchyard gates.

14. Footpaths

Cllr Reed reported that all maintenance is up to date.

Cllr Paine reported that some confusion had arisen as to responsibility for upkeep of WILC33. It was agreed that Clerk should conduct land searches as necessary to ascertain land ownership. **Action:RK**

15. Coronation

Cllr Lympos reported that the Big Lunch to be held in the playing field on 7th May will commence at 12.30pm with a bring-your-own picnic, to be followed by home-made cream teas provided by the Village Hall Committee. Parking will be available in the field to the left of the playing field, courtesy of the Kimmins. Parishioners should bring their own gazebos. The event will take place in the Village Hall should the weather be unsuitable for outside.

16. Village Hall – defibrillator training

Cllr Lympos is arranging with Paul Cosh of SWAST for defibrillator training to take place in June or July; date to be confirmed with Victoria Marshall prior to advertising. Cllr Lympos said that the Quiz Night had sold out and had been very successful. The Village Hall is very well used, with regular bookings every day of the week.

17. PCC

Cllr Lanyon had nothing to report; Clerk to issue reminders to contact the PCC prior to the next meeting.

18. Website

The website is up to date. It was noted that the recent invoice for hosting had been less than expected and that the facebook feed had not been included.

19. Correspondence and diary dates

Wiltshire Council had approved and published its new Code of Conduct. Contrary to expectation, parish councils had not been asked to consider adopting it; Cllr Oatway to follow this up. Clerk to circulate the new Code prior to the next meeting. **Action:RK** Wiltshire Council Planning Department is holding a review of its processes and procedures during the week commencing 22nd May. Parish council representatives are invited to attend or submit comments.

The Pewsey Community Area Partnership (PCAP) is asking parish councils to write to Cllr Clewer (Leader, Wiltshire Council) to object to the decision to remove funding for Visit Wiltshire, which supports PCAP's Pewsey Vale Tourism Partnership and the Visit Pewsey Vale project. It was agreed that Clerk should draft a letter. **Action:RK**

20. Items from the public

Residents in attendance asked the parish council to consider long term solutions to the lack of parking space in The Ivies. It was noted that the main congestion is near

the entrance to the close, mostly from 5pm onwards, and concerns were raised as to lack of access for emergency vehicles; it was noted that supermarket deliveries struggled at times.

As noted under item 4, Aster had provided a map showing their land ownership and it was agreed that a site meeting should be arranged with the local Aster officer; Cllr Oatway to attend.

Action:RK

It was suggested that some of the grassed areas owned by Aster could be converted to hardstanding, or replaced with grasscrete, and this would alleviate some of the parking pressure when the village hall is in use. Cllr Lympson said that the Village Hall Committee will remind hirers of the hall that they should park in the playing field. It was noted that general regular parking by residents in the playing field is unacceptable due to safety concerns for the children and the muddy surface during wet weather.

It was suggested that enquiries could be made about residents possibly renting the old Aster garages until they are replaced with a dwelling (planning application PL/2021/09534) but it was noted that they have fallen into disrepair and are too small for modern vehicles.

It was suggested that numbered car spaces could be created, allocated to each property; Cllr Reed said that Aster had rejected this proposal some years ago; it was agreed to ask again.

Action:AR

Cllr Oatway reported that Wiltshire Council has balanced its 2023/2024 budget of £465million without using reserves. Wiltshire Councillors had agreed to use some reserves to increase spending, including an additional £3.6million for pothole repair. There will be £86thousand available as grants towards public electric vehicle charging points. Cllr Oatway reported that Wiltshire Council officers are predicting reduced precept rises of 3.99% in 2024/25, 2.99% in 2025/26 and 1.99% in 2026/27 due to housebuilding throughout the county.

Cllr Oatway confirmed that the new Pewsey Vale bus service (item 17, meeting minutes of 28th February) will be a door-to-door service operating in addition to the existing Salisbury Reds 101 and 102 routes. The new service will link to Devizes and Marlborough.

Cllr Oatway said that central government has mandated food waste collections for all local authorities; Wiltshire Council will launch its service in October.

Cllr Oatway reminded the parish council that all elections, statutory four-yearly and interim, will be charged to parishes whether contested or unopposed (item 17, meeting minutes of 28th February).

Cllr Oatway noted that the Bridleway Association has submitted several Definitive Map Modification Order (DMMO) applications to Highways; due to the quantity and processing time of DMMO applications, it is likely that most of the bridleway DMMO applications will not be decided for another fifty years.

21. Set date of next meeting

The annual meetings will commence at 8.00pm on Tuesday 23rd May in the Village Hall.

Cllr Netherclift announced his decision to retire as a councillor, having served fourteen years, twelve of which have been in the chair. Cllr Reed proposed a vote of thanks for his long and useful term of service; all in favour.

FY21 as at year end		Manningford Parish Council		FY22 as at 31st March 23	
£8,965.51		Balance at start of year		£14,650.99	
£11,210.34		Income		£12,907.68	
-£5,524.86		Expenditure		-£16,669.86	
£14,438.15		Lloyds Bank Balance as at 31 March 23		£10,902.81	
-£12.50	(Charlton Baker)	Creditors (Charlton Baker)		-£14.00	
£225.34	(Pure Pastures)	Debtors			
£14,650.99		Manningford PC owns		£10,888.81	
Income	Expenditure			Income	Expenditure
£2,000.00	n/a	Playground			£6,778.67
	£476.54	Subscriptions, fees & website			£1,716.65
	£1,015.30	Secretary's salary			£1,050.00
	£1,490.00	External maintenance			£1,792.00
	£505.38	Insurance			£558.50
		Defibrillator			£450.00
£125.00	£300.00	Allotment		£175.00	£10.00
£300.00	£300.00	SID 5 villages			
	£300.00	SID Manningford			£300.00
£1,860.00	£465.03	village hall/Jubilee			£1,417.07
£225.34	£225.34	Miscel payments			£460.59
£6,700.00		wilts council		£9,828.15	
	£447.27	HMRC (VAT)		£2,904.53	£2,136.38
£11,210.34	£5,524.86	Sub totals		£12,907.68	£16,669.86
£5,685.48		Excess income over expenditure		-£3,762.18	
£14,650.99		Bank Balance brought forward		£10,888.81	
Richard Netherclift		Ruth Kinderman			
Chairman PC		Responsible Finance Officer			

