

Minutes of the Meeting of Manningford Parish Council held on  
Tuesday 26<sup>th</sup> March 2024 at 8.00pm in the Village Hall

**Present:** Councillors Andrew Paine, Andy Reed, Linda Tamani, Bridget Lanyon and David Proto.

Clerk Ruth Kinderman

Residents Mark Johnston, Jo Morton, Nick Morton, Sandy Farr, Jackie Cook, Richard Haughton, Trisha Walsh, Tom Walsh, Jackie Mundy, Keith Mundy.

**1. Apologies**

Cllr Sue Lymposs  
Unitary Councillor Paul Oatway

**2. Pecuniary and other Interests**

None.

**3. Approve minutes of the parish council meeting held on 16<sup>th</sup> January 2024**

Cllr Proto proposed these be accepted as an accurate record, seconded by Cllr Tamani with no objections; signed accordingly by Cllr Paine.

**4. Matters Arising**

It had been agreed by email to end the current agreement with Idverde and to accept a quote from Tactical Facilities Management for the continuation of fortnightly bin emptying opposite the Village Hall for the installation of a bin in Church Lane; and for the monthly emptying thereof, once installed.

Clerk noted that the government scheme for match-funded defibrillators supplies locked cabinets only, contrary to ambulance service preference for unlocked cabinets.

Clerk had reported to SSE the cables entangled in the oak tree outside the Village Hall; SSE required permission from Aster as the landowner. Cllrs Lymposs and Reed had reported works begun by SSE today.

**5. To consider co-option of Mark Johnston**

A short biography had been circulated to all councillors prior to the meeting. Cllr Tamani proposed that Mark Johnston be co-opted to the council; seconded by Cllr Proto with no objections. Cllr Paine invited Cllr Johnston to the table.

**6. Finance**

i) To note expenditure since last meeting

Payments made since the last meeting were:

Charlton Baker – payroll services January and February - £15.50 x 2 collected by direct debit

Clerk's salary January and February - £137.91 x 2

Wicksteed playground inspection fee - £132 plus £26.40 VAT

Wessex Print – flyers for footpath improvement working group - £45.00 reimbursed to Clerk

Mark Goddard - £400.00 plus £80.00 VAT – grass cutting

Cartridge People – printer ink - £34.99 plus £7.00 VAT - reimbursed to Clerk  
Tactical Facilities Management - £10.74 plus £2.15 VAT - monthly bin emptying  
Bin Shop - £175.95 plus £35.19 VAT – new bin for Church Lane – reimbursed to Clerk

Bank statements had been circulated to all councillors prior to the meeting; the updated balance sheet and budget monitoring report is attached as an appendix to these minutes.

Forthcoming payments:

Charlton Baker and Clerk's salary - March and April.

Wicked Creations – website hosting and domain fee - £346.24

Tactical Facilities Management – installation of new bin in Church Lane and monthly emptying fees

Wicksteed grass safety matting for swings.

The VAT reclaim up to the end of March 2024 will be submitted in early April.

**Action:RK**

ii) To appoint internal auditor  
Cllr Proto proposed that Annie Diston be reappointed as the Internal Auditor for 2023/2024; seconded by Cllr Lanyon with no objections.

iii) To review Risk Assessment  
The Risk Assessment had been circulated to all councillors prior to the meeting. It was agreed no changes were necessary.

iv) To receive quote from Mark Goddard for 2024/2025  
The quote for £2070.00 had been circulated to all councillors prior to the meeting. It was noted that £2500 has been budgeted for this item during 2024/2025. Cllr Lanyon proposed that the quote be accepted; seconded by Cllr Reed with no objections.

**Action:RK**

## 7. Planning

i) To note progress of applications previously considered:

**PL/2023/07365 and PL/2023/07433 (Listed Building Consent) - The Old Rectory, Manningford Abbots, SN9 6HY**

**Proposal** - Internal and external alterations

Wiltshire Council is due to publish a decision on 8<sup>th</sup> April.

**PL/2023/08917 and PL/2023/09270 (Listed Building Consent) - Lower Farm Cottages, Manningford Abbots, SN9 6HY**

**Proposal** - Remove areas of tile and reinstate thatch to the roof. Replace areas of thatch in poor condition. New area of brickwork and insert new eyebrow window and remove service pipes from north east elevation.

Wiltshire Council is due to publish a decision on 29<sup>th</sup> March.

*Post-meeting note – approved with conditions*

**PL/2023/09307 - Rose Farm**, Manningford Abbots, Pewsey, Wilts, SN9 6JA

**Proposal** - Certificate of lawfulness for the continued use of land as residential gardens

Wiltshire Council had been due to publish a decision on 4<sup>th</sup> January; Cllr Lanyon reported that Planning Officers have requested further evidence in the form of witness statements confirming long-term use of the land as a garden.

**PL/2023/09700 - Primrose House**, Primrose Lane, Manningford Bruce, Pewsey, SN9 6JQ

**Proposal** - Two storey extension to the north elevation with attached single storey. creation of new access onto unmade road.

Approved by Wiltshire Council.

**PL/2024/00568 – Lantern House**, Manningford Abbots, Pewsey, SN9 6HY

**Proposal** - To provide a temporary track along the southeast boundary hedge to facilitate the construction of the extension to the studio at Lantern House (ref: PL/2023/06049) including temporarily filling in a section of the surrounding ditch

Approved by Wiltshire Council.

ii) To consider new planning applications

**PL/2024/02079 - Southgate**, Manningford Abbots, Pewsey, SN9 5PB

**Proposal** - Change of Use of Bungalow from Ancillary Accommodation to Holiday Lets. Change of Use of Annex from Holiday Lets to Ancillary Accommodation.

It was agreed to submit no objection.

**Action:BL**

## 8. Playground

i) To receive annual inspection report

The report had been circulated to all councillors prior to the meeting. Clerk noted that the rotten gate post has now been replaced. No further action was deemed necessary at present.

ii) Grass matting

The inspector had noted that this work is in hand. It had been agreed by email to accept the revised quote from Wicksteed. Clerk had met the representative for a pre-implementation site assessment. An installation date is awaited.

It was agreed to make further improvements to the surface of the parking area; Cllr Reed to obtain some more scalplings. Clerk to arrange for tree surgeons to advise on pollarding the tall trees after the nesting season ends on 31<sup>st</sup> August. **Action:RK**

## 9. Allotments

Mr Milsom had confirmed that the overgrown strip to the rear of the site is not his and that it belongs to the allotments. Clerk noted that reconditioned IBC's can be obtained for under £100. It was agreed to discuss options for the overgrown strip with Chris Wardell before proceeding with any actions. It was noted that

groundwork firms Henry Timmis and Colin Rogers had both expressed a willingness to assist in ground clearance in the past and could be approached for quotes.

**Action:RK**

The current holders of Plot 6 have been advised of the existence of a waiting list and the intention of the parish council to advertise it as vacant from 1<sup>st</sup> November unless it is brought into production this season. The holders have confirmed their intention to work the plot.

Plot 5 is in the process of being vacated and will be worked by the current Plot 7 holder.

Plot 7 has been offered to the first resident on the waiting list, who has declined it for this year; it will be worked by the current holder for this season.

## 10. Highways

### i) SID update

Cllr Proto apologised for having inadvertently missed the recent SID group meeting, the notes of which had been circulated to councillors prior to this meeting. The proposal to purchase a third SID was noted; this will increase frequency of visits to each parish. It was noted that the contribution during 2024/2025 from each parish will remain at £300, unchanged from 2023/2024; Clerk to issue invoices at the beginning of April. It was noted that Colin Gale of Rushall relocates the SIDS every two weeks at no cost to the group.

**Action:RK**

### ii) Speed surveys

Clerk to make enquiries as to when the speed surveys along the C52 will be conducted.

**Action:RK**

It was noted that two strips of patching had been done at Hare Street, without sealing the edges and leaving dangerous craters in between the strips; it was agreed that this work had been a waste of council time and money. It was noted that a recent fatality on the A346 appeared to have been caused by a pothole. Clerk reported that Cllr Oatway and PCAP have secured a visit to the Pewsey Vale from Cllr Richard Clewer, Leader of Wiltshire Council, to inspect the poor state of the roads.

It is unknown what works, if any, were done to the southern end of the C52 when it was closed during January. No reply has been received from Samantha Howell, Director of Highways, to the letter sent from this parish council requesting responses to the questions raised at the Area Board Highways Matters Event on 27<sup>th</sup> November 2023.

It was noted that Wiltshire Highways does not seal repairs, in order to avoid liability for accidents caused by vehicles slipping on sealant. It was noted that the technology exists to overcome this problem; Clerk to ask Wiltshire Council why it is not used by their contractors.

**Action:RK**

## 11. Footpaths

Cllr Paine expressed thanks to all residents who had joined the recent working party to spread rubble at the worst places on the footpaths; rubble had been kindly donated by Dr Andrews and Sherbourne Developments. There is half a trailer of rubble left. Cllr Reed noted that clean scalpings, rather than rubble, should be used for the parking area in the playground.

Cllrs Paine and Reed will enquire with the landowner about replacing two stiles, in Wick Lane and opposite the church, with kissing gates. It was noted that any change will have to be authorised by the Wiltshire Rights of Way department. It was noted that once accessibility has been improved by replacing stiles with kissing gates, reverting to stiles is not allowed. **Action:AP/AR**

MANN33 – Cllr Paine said that the ditch on the east side needs to be restored, once overgrowth has been sufficiently cut back to enable access to the ditch. All overgrowth needs to be cut back to ensure the path is as wide as possible; the original surface needs to be restored by removing all detritus which has built up over the years.

It was noted that the temporary fencing in Lock Wood is still in place; the improvements to the river bank had been damaged by the recent flooding.

## **12. Parish Steward**

The next visit is due on 2<sup>nd</sup> April; it was agreed to request sign washing, repair of the village sign by the Abbots triangle and filling of pot holes at the Seven Wells crossroads. Clerk to check the telephone number of the new steward and pass to Cllr Reed. **Action:RK**

The new discretionary gully service had visited last week; Clerk to follow up the form which had been submitted to enquire which tasks had been completed. **Action:RK**

## **13. Flood Wardens**

Notes of the first Upavon Flood Group meeting had been circulated. The next meeting is due to take place tomorrow. Cllr Paine reported that the stretch of the Avon in Manningford parish is clear; it was agreed to contact the Upavon group about the tree which has fallen in the river just south of Upavon, creating a dam.

**Action:RK**

## **14. Village Hall**

Cllr Lympos had reported that the Pig Race Night will now take place on 3<sup>rd</sup> May.

It was noted that the Village Hall Committee could apply to the Area Board for a grant towards the tree pollarding in the playing field and parking area surfacing works. **Action:RK/SL**

Cllr Tamani reported an average of six vehicles parked in the field when the Village Hall is in use, up to a maximum of nine.

## **15. PCC**

No report.

## **16. Website**

The revised Code of Conduct has been uploaded to the website; the hosting fee for 2024/2025 is now due.

## **17. Correspondence and diary dates**

Wednesday 27<sup>th</sup> March – Upavon Flood meeting – Clerk to send apologies and note the fallen tree in the Avon **Action:RK**

Tuesday 2<sup>nd</sup> April – parish steward in Manningford

Thursday 11<sup>th</sup> April – PCAP meeting at Wootton Rivers – Cllrs Tamani and Johnston hope to attend.

**Action:LT/MJ**

Wednesday 24<sup>th</sup> April – LHFIG meeting online

Monday 17<sup>th</sup> June – Pewsey Area Board

The police report is attached as an appendix to these minutes. Clerk reported the ongoing police Operation Scorpion to tackle drug supply in this area. In addition, after a successful pilot in Humberside, Wiltshire Police will be launching 'Right Care, Right Person' in an attempt to reduce calls on police resources which should be dealt with by the health sector.

### **18. Items from the public**

Residents present at the meeting drew attention to the water problems in Primrose Lane; there appears to be run-off from the railway when it rains, which makes its way across the field and into the lane.

Residents felt that the state of the road surface was exacerbating the problem. It was felt that the self-help option of filling the worst potholes with rubble, as has been done with footpaths in the parish, would improve the surface for residents' vehicles. However, the water run-off is already washing rubble and surface detritus down the lane where it blocks the ditch outside numbers 3 and 4.

Although an unadopted road, with residents responsible for its upkeep, it is also a by-way with Wiltshire Highways responsible to maintain it in a passable condition.

Wiltshire Council last assessed the lane as not impassable.

Residents wish to know what their options are if Wiltshire Council is not going to do anything to improve the lane.

It was noted that the lane is not on mains drainage.

It was agreed to ascertain what criteria are applied by Wiltshire Council when determining whether a by-way is impassable; to clarify with Wiltshire Council who is responsible for the lane; to confirm the status of the lane as a by-way, or a by-way open to all traffic (BOAT).

Cllr Johnston will liaise with Wiltshire Council and report back to the residents. It was agreed to itemise this matter on the agenda for the next parish council meeting.

**Action:RK/MJ**

### **19. Set date of next meeting**

The annual parish meeting will be held in the Village Hall on Tuesday 21<sup>st</sup> May, to be followed by the annual meeting of the parish council; proceedings commence at 8.00pm.

Meeting closed at 9.45pm

FY22/23 as at year end		Manningford Parish Council	FY23/24 as at 29thFeb24		Budget 23/24	
14650.99		Balance at start of year	10888.81		10888.81	
12907.68		Income	8493.64		8475.00	
-16669.86		Expenditure	-5212.87		-9523.00	
10902.81		Lloyds Bank current a/c at 29thFeb24	2141.44			
		Lloyds Bank reserves a/c at 29Feb24	12043.64			
-14.00		Creditors(ChltonBaker)	-15.50			
10888.81		<b>Manningford PC owns</b>	<b>14169.58</b>		9840.81	F/cast Mar24
Income	Expenditure		Income	Expenditure	Income	Expenditure
	1050.00	Clerk's Salary		1238.75		1050.00
	140.04	Charlton Baker		142.12		150.00
	300.00	SID		300.00		400.00
	450.00	Defibrillator		450.00		450.00
	120.00	Playground - inspection				70.00
	195.00	Website Hosting		322.24		453.00
	1500.00	Grass cutting		1400.00		2500.00
	126.41	WALC sub		127.28		150.00
	n/a	Waste Bin Emptying		19.75		220.00
	558.50	Insurance		571.18		580.00
	22.00	Village Hall		45.60		100.00
	1395.07	Events/Jubilee				0.00
175.00	10.00	Allotments	150.00		175.00	1500.00
	1255.20	Website construction				0.00
	6658.67	Playground improvements				1500.00
	292.00	Bench repairs, other projects				400.00
9828.15		Wilts Council (precept and CIL)	8300.00		8300.00	
		Interest received on reserves	43.64			
2904.53	2136.38	HMRC (VAT)		448.96	n/a	n/a
	460.59	Other payments inc training		146.99		0.00
12907.68	16669.86	Sub totals	8493.64	5212.87	8475.00	9523.00
-3762.18		Excess income over expenditure	3280.77		-1048.00	
10888.81		Bank Balance c/f to 1stMarch	14169.58			

FY22/23 as at year end		Manningford Parish Council	FY23/24 as at 31stMar24		Budget 23/24	
14650.99		Balance at start of year	10888.81		10888.81	
12907.68		Income	8506.94		8475.00	
-16669.86		Expenditure	-5742.71		-9523.00	
10902.81		Lloyds Bank current a/c at 31Mar24	1743.51			
		Lloyds Bank reserves a/c at 31Mar24	12056.94			
		Creditors(RKinderman)	-131.91			
-14.00		Creditors(ChltonBaker)	-15.50			
10888.81		<b><u>Manningford PC owns</u></b>	<b><u>13653.04</u></b>		9840.81	F/cast Mar24
Income	Expenditure		Income	Expenditure	Income	Expenditure
	1050.00	Clerk's Salary		1370.66		1050.00
	140.04	Charlton Baker Payroll Services		155.04		150.00
	300.00	SID		300.00		400.00
	450.00	Defibrillator		450.00		450.00
	120.00	Playground - inspection		132.00		70.00
	195.00	Website Hosting		322.24		453.00
	1500.00	Grass cutting		1400.00		2500.00
	126.41	WALC sub		127.28		150.00
	n/a	Waste Bin Emptying		30.49		220.00
	558.50	Insurance		571.18		580.00
	22.00	Village Hall		45.60		100.00
	1395.07	Events/Jubilee				0.00
175.00	10.00	Allotments	150.00		175.00	1500.00
	1255.20	Website construction				0.00
	6658.67	Playground improvements				1500.00
	292.00	Bench repairs, other projects		175.95		400.00
9828.15		Wilts Council (precept and CIL)	8300.00		8300.00	
		Interest received on reserves	56.94			
2904.53	2136.38	HMRC (VAT)		515.28	n/a	n/a
	460.59	Other payments inc training		146.99		0.00
12907.68	16669.86	Sub totals	8506.94	5742.71	8475.00	9523.00
-3762.18		Excess income over expenditure	2764.23		-1048.00	
10888.81		<b>Bank Balance c/f to 1stApril24</b>	<b>13653.04</b>			





# Manningford

Quarter 1 2024

## Crimes and incidents

Wiltshire Police record crimes and incidents in accordance with the National Crime and incident recording standards. Not all incidents that one would consider a crime are necessarily classified as a crime for recording purposes.

NB- The below statistics do not account for incidents that police respond to but do not need any follow up (Road traffic incidents, minor incidents of Anti-social behaviour)

### From 1st October – 31st Dec 2024

- 1 crime and 0 incidents have been recorded in the Manningford Parish area.
- There have been 0 reports of dwelling burglaries
- There have been 0 report in relation to theft of or theft from motor vehicles.

Having reviewed the crime data for the area – There are no apparent trends that are presented or a series of crimes that are linked.

## Speed enforcement

There have been **0** occasions where there has been speed enforcement in Manningford within this period.

## Community consultations

Although there have not been any specific consultations in the parish during the time there has been 5 in the general area of Pewsey.

## Future Planned Community Consultations

18/04/24 - Wootton Rivers – Royal Oak Public House – Times to be confirmed

10/05/24 - Pewsey Village Campus – Times to be confirmed

## Incidents of note

Isolated incident of Malicious Communications / harassment – Ongoing investigation