

Manningford Parish Council

Minutes of the Annual Meeting of the Parish Council held on Monday 23rd May 2023 at 8.00 p.m. in the Village Hall

Present: Parish Councillors Andy Reed, David Proto, Sue Lympos, Liz Young, Andrew Paine and Bridget Lanyon.

Clerk Ruth Kinderman

1 Apologies

Unitary Councillor Paul Oatway

2 Election of Chairman for 2023/2024

Cllr Lanyon proposed that Cllr Paine be elected to the chair, seconded by Cllr Lympos; all in favour. Cllr Paine thanked the councillors and accepted the position.

3 Election of Vice-Chairman for 2023/2024

Cllr Lanyon proposed that Cllr Reed be elected as Vice-Chairman; seconded by Cllr Proto; all in favour.

4 Pecuniary and other interests

None.

5 Minutes of meeting held on 25th April 2023

Cllr Lympos proposed that these be accepted as an accurate record; seconded by Cllr Reed, all in favour and signed accordingly by Cllr Paine.

6 Matters arising

Vacancy notices issued by Democratic Services for the seat vacated by Richard Netherclift expire tomorrow. Clerk to ascertain the number of seats available for this parish council. **Action:RK**

Cllr Reed confirmed that he will treat the bench one evening so that it is safe to sit on the following day. **Action:AR**

The bin opposite the Village Hall has apparently been emptied by Idverde since the last meeting; an invoice has not yet been received.

7 To consider adoption of Wiltshire Council's Code of Conduct

It was agreed that the new Code adopted by Wiltshire Council is inappropriate for this parish council. It was agreed that Cllr Paine and the Clerk would each highlight which parts they thought should be considered for adoption and strike through those which they considered irrelevant or too restrictive for this parish council. On comparing their results, a new draft Code would be circulated to all councillors for consideration. **Action:AP/RK**

8 Finance

Annual payments of £300 per parish towards the SID group had been received from Woodborough and Rushall; payments from Wilcot, Huish & Oare and Alton

Manningford Parish Council

are outstanding. Manningford's SID contribution of £300 had been transferred from the parish council account to the SID account.

Other payments made since the last meeting were:

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

Clerk's salary April - £87.50

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.

Clerk noted that the insurance premium is due for renewal on 1st June, with the price (BHIB) quoted at £571.18. A quote from Zurich has been requested for comparison. It was agreed to ask BHIB whether a Three-Year Long-Term Agreement (LTA) is available. A final decision will be taken by email. **Action:RK**

Payments to be made after this meeting:

WALC subscription 2023/2024 - £152.74

Clerk's Salary May - £87.50

Charlton Baker payroll services May - £15.50 to be collected by Direct Debit

It was noted that Mark Goddard has not invoiced for the total quoted grass cutting during 2022/2023. Clerk to make enquiries as to whether he had done less work than he had expected to do. **Action:RK**

It was agreed that Cllr Paine should replace Richard Netherclift as bank signatory; Clerk to arrange mandate forms. **Action:RK**

PKF Littlejohn had confirmed that submitting the Certificate of Exemption had exempted this parish council from all extra administrative work involved with the annual 5% testing sample.

9 Planning applications

To note decisions made by Wiltshire Planning Department:

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

A decision has not yet been published by Wiltshire Council.

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

Manningford Parish Council

Wiltshire Council has approved this application subject to various landscaping conditions.

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.

Wiltshire Council has approved this application subject to conditions relating to protected species, window structure and materials used.

PL/2023/02151 & PL/2023/02545 - 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. Various internal alterations.

Wiltshire Council is due to publish a decision on 25th May.

To note applications considered since last meeting:

PL/2023/03451(Listed Building Consent) - The Old Manor House, Manningford Bruce, Pewsey, SN9 6JW

Proposal - Timber frame repairs to South-east elevation

Cllr Lanyon had submitted no objection; Wiltshire Council is due to publish its decision on 27th June.

Cllr Lanyon and Clerk had discussed various anomalies on the planning portal which will be submitted to the Wiltshire Planning Department Review taking place this week: the difficulty of viewing comments submitted as attachments when logged in; the retention of closed applications in the 'To Do' list; and the 'Public Register' title, with nothing to indicate that one is logged in as the consultee.

Action:RK

10 Allotments

The vacant plot 7 had been advertised on the noticeboards as agreed last meeting and had been advertised again in the village email. A resident has expressed interest and would like to rent plot 6 too if the current holder is not working it, as plot 7 is smaller than she had hoped. Clerk to make enquiries and a first-year price will be agreed for plot 7 once the arrangements are known. It was noted that plot 7 has not been worked for many years and needs considerable effort to render it useable.

Action:RK

11 Playground

Cllr Proto reported that safety grass matting under the swings must conform to BS/EN 1176 and 1177. Wicksteed had quoted for 23mm thickness, but it appears from ROSPA that there is no specified requirement for depth. It was agreed to

Manningford Parish Council

check the coverage required by Wicksteed before ordering from the supplier found by Cllr Proto. It was agreed to use the village email and facebook page to ask for volunteers to form a working party for installation. **Action:RK/all**

Cllr Paine noted that contrary to reports at the last meeting, a soft landing is required all around an enclosed tunnel slide due to the fall height should a child climb over the tunnel instead of sliding through it. It was agreed that a slide on a mound should be considered, with a tunnel through the mound as an additional play asset. Clerk to continue research. **Action:RK**

12 Highways

It was noted that there seemed to be an increasing number of lorries using the C52 to reach Pure Pastures. It was agreed to raise the inappropriately placed sign at Seven Wells, the signage at Prospect if necessary, and the potential for HGV weight restrictions as part of the C52 discussions. It was agreed for the Clerk to suggest various Friday mornings to Cllr Oatway to arrange a date for an initial meeting with Cllrs Paine and Proto. **Action:RK/AP/DP**

Cllr Proto reminded the meeting that previous attempts to prevent traffic using the C52 had been opposed by Pewsey Parish Council. The meeting recognised that the A345 through Pewsey can get congested, especially by the church; it was noted that it does benefit from a pavement for pedestrians.

Cllr Proto said that a previous survey conducted by the Speedwatch team suggested that approximately half of traffic along the C52 was using it to avoid Pewsey, with the other half generated by residents of Manningford or neighbouring villages. Speedwatch had noted a reduction in traffic from approximately 60 to 50 vehicles per hour, assumed to be due to the growth in working from home; there are a few regular offenders, including delivery van drivers. As previously agreed, the best solution appears to be a reduction in the speed limit which will automatically affect Satnav 'quickest route' instructions; it was agreed that ideally Satnav companies would take responsibility anyway. It is uncertain whether Highway regulations would permit a 20mph limit through Manningford, although Enford is reputed to have a 20mph limit despite having no school. Another option to be considered is placing a 30mph limit along the entire C52; the existing potholes are no deterrent to four-wheel drive vehicles.

13 The Ivies

Clerk read to the meeting correspondence received detailing the perceived causes of the parking problems in The Ivies.

Cllr Lympos reported that village hall users have been parking in the field since being reminded to do so after the last meeting. It was agreed to consider installing a hard surface beneath the grass to prevent it becoming too muddy for parking. It was noted that the land is a playing field, not a car park; Cllr Lympos and Clerk to inspect the deeds before any further action is taken. **Action:RK/SL**

Clerk is arranging a site meeting with Cllr Oatway and Gail Davies of Aster to discuss parking arrangements for residents of The Ivies and the impact of Aster having sold the garages. **Action:RK**

Manningford Parish Council

14 Footpaths

Correspondence had been received regarding the overgrowth along footpath MANN16. It was agreed that Clerk should search the Land Registry to ascertain ownership and contact the owner regarding path maintenance. **Action:RK**

Cllr Paine reported that footpath MANN33 is overgrown and is being used by horse riders; although it is safer than riding on the roads, it may constitute trespass, unless riding with permission by the relevant landowners. It was noted that horse riders' insurance may be invalid in the event of incidents involving pedestrians, the likelihood of which would be reduced if the overgrowth were cut back. It was noted that the Bridleway Association has submitted a DMMO application to upgrade the footpath to a bridleway. It is unknown whether it was ever used as a bridleway, though old maps and history of the dairy herd suggest that it was originally a drover's track.

Initial enquiries have failed to establish ownership, although a search of the Section 31 Deposits showed that the northern part of MANN33 is not owned as part of Mullens Farm. It was agreed that Clerk should contact Stephen Leonard, Senior Rights of Way Officer, to discuss the situation and to ascertain the extent of Highways' responsibility. **Action:RK**

15 Parish Steward

The steward scheme is now contracted to Milestone, who have requested confirmation of parish contacts; Cllr Reed is willing to continue.

Further to correspondence received relating to a blocked drain along the C52, it was noted that residents should be reminded that any tasks for the steward should be sent to the Clerk or Cllr Reed. Clerk to submit a suitably worded article for the next village email. The drain has been reported to the small tanker gully service, though it was noted that early clearance by the steward could have alleviated the problem. **Action:RK**

16 PCC

Cllr Lanyon confirmed that services are advertised in the village email; the current treasurer is Angus Palmer and churchwardens are John Thompson Ashy and Lucy Palmer, all of whom are encouraging residents to be involved with church activity.

17 Village Hall

Cllr Lympos reported a very successful Coronation Big Lunch on the playing field. The Village Hall Committee and Parish Council expressed their gratitude to the Kimmins family for allowing the use of the neighbouring field for parking during the event.

Cllr Lympos reported that defibrillator training run by Paul Cosh of SWAST will take place on Thursday 6th July at 10.00 am, with coffee and cake on offer.

18 Website

Nothing to report.

19 Correspondence

Manningford Parish Council

Correspondence from parishioners relating to footpaths, The Ivies and the steward had been addressed under the relevant items.

Wiltshire Council is compiling a list of emergency contacts for each parish; it was agreed to ask for volunteers in the next village email. **Action:RK**

WALC – annual county conference – Friday 9th June – West Lavington Village Hall – 10.00am start.

EV charging webinars – 31st May and 15th June – free to any interested person - more information from the Clerk if desired.

20 Items from the public

None, other than what had already been discussed. No members of the public were present.

21 Date of next meeting

Tuesday 18th July at 8.00pm in the Village Hall.

Meeting closed at 9.45pm

FY22/23 as at year end		Manningford Parish Council	FY23/24 as at 30thApril23		Budget 23/24	
14650.99		Balance at start of year	10888.81		10888.81	
12907.68		Income	8300.00		8475.00	
-16669.86		Expenditure	-725.24		-9523.00	
10902.81		Lloyds Bank Balance as at 30April23	18479.07			
-14.00		Creditors(CharltonBaker)	-15.50			
		Debtors				
10888.81		Manningford PC owns	18463.57		9840.81	F/cast Mar24
Income	Expenditure		Income	Expenditure	Income	Expenditure
	1050.00	Clerk's Salary		87.50		1050.00
	140.04	Charlton Baker Payroll Services		12.92		150.00
	300.00	SID		300.00		400.00
	450.00	Defibrillator				450.00
	120.00	Playground - inspection				70.00
	195.00	Website Hosting		322.24		453.00
	1500.00	Grass cutting				2500.00
	126.41	WALC sub				150.00
	n/a	Waste Bin Emptying				220.00
	558.50	Insurance				580.00
	22.00	Village Hall				100.00
	1395.07	Events/Jubilee				0.00
175.00	10.00	Allotments			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	
2904.53	2136.38	HMRC (VAT)		2.58	n/a	n/a
	460.59	Other payments				0.00
12907.68	16669.86	Sub totals	8300.00	725.24	8475.00	9523.00
-3762.18		Excess income over expenditure	7574.76		-1048.00	
10888.81		Bank Balance bf to 1 st May	18463.57			