

# ARLINGHAM PARISH COUNCIL

## **Minutes of the meeting held in the Village Hall on 3<sup>rd</sup> October 2016**

Present:

D Merrett, N Rowntree, J Shaw (Chairman), M Smith-Lyons, K Withers, J Wilkinson and the Clerk Sheila Murray.

Also District Cllrs J Jones and there was 1 member of the public.

### **14-1/16 Parishioners' Forum - None**

### **15-2/16 Apologies**

Apologies were received from Cllr J Burcher, County Cllr T Blackburn and District Cllr S Davies.

**16-3/16 Minutes** The minutes of the meeting held on the 5<sup>th</sup> September 2016 were approved as a true record and signed by the Chairman on behalf of the Council.

### **17-4/16 Declaration of members' interest - None**

### **18-5/16 Playground**

A discussion followed covering playground equipment repairs and/or additional items that were proposed by Cllr Wilkinson.

- a) It was agreed that prior to any repairs or purchase of equipment the PCC lease would be checked by Cllr Wilkinson for any special conditions that may apply to the repairs or style of play equipment.
- b) It was noted that the metal barrier outside the entrance was buckled and looks unsightly.
- c) Cllr Shaw agreed to contact Dave Davies to carry out the hedge cutting but in the meantime Cllrs would trim up the playground entrance.
- d) As a principal asset for the Parish Council it was agreed that it would be included under the current Assets and Amenities consultation and no financial decisions would be made until the Spring of 2017. Research will be carried out for various funding opportunities.

Cllr Shaw advised that the playground was affected by sand (mining) bees which appears to be an annual occurrence. Previous attempts to remove them has proved unsuccessful and he recommended that the area affected be forked through at the end of the season.

Cllr Wilkinson proposed that 1) A sign be placed at the entrance of the playground warning parishioners about the sand bees. 2) The ground be forked through at the end of the season 3) A notice be placed in the Parish magazine.

Seconded by Cllr Smith-Lyons Vote: unanimous

Actions:

- 1) Cllr Shaw to follow up on the sign at the entrance
- 2) Cllr Withers volunteered to fork the ground with other Cllrs to support him.
- 3) Cllr Shaw to confirm the wording for the notice to be placed in the Parish magazine.

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## **19-6/16 Defibrillator**

Cllr Smith-Lyons confirmed that Cllrs would need to decide on the location for the defibrillator. The cost to purchase a unit varied between £2,000 and £3,000 with an ongoing cost of between £200 and £400 annually. A financial offer of support has been received from the 200 club and he said he would follow this up with Mr Graham Tucker. Cllrs agreed that this facility would be included in the Assets and Amenities consultation.

## **20-7/16 Broadband/Fastershire**

Cllrs debated their experience of poor service in the outlying rural areas of Arlingham. Cllr Rowntree confirmed that he had already registered the community with BT Openreach but would do so again. Cllrs agreed that the first step was for Cllr Shaw to contact County Cllr Blackburn to ascertain if there is an undertaking to provide outlying services and if so, any indication if it will happen and if so when.

## **21-8/16 Arlingham roads**

**21-8.1** A pot hole was reported in Church Road near the Church. The clerk viewed the location but felt it was of a borderline size for repair.

**21-8.2** The gulleys need to be cleared from Cllr Shaw's property to the junction Cllr Shaw will follow up.

**21-8.3** Cllr Smith-Lyons reported yellow marked pot holes outside Woolthorpe Cottage, Woolthorpe. The Clerk to view and contact Highways to follow up.

## **22-9/16 Parish Assets and Amenities – Discussion process**

Cllr Shaw advised that Claire Harwanko had circulated a prioritisation matrix as part of a process to distil all the wants/needs down to a shorter list of top priorities for further consultation and progression. Claire is seeking comment on the proposed methodology by 7<sup>th</sup> October 2016 which she illustrated by a worked example. This endeavour to apply an objective approach will form part of the process to establish a shortened list of priorities for the Workshop on 19<sup>th</sup> October 2016.

Cllr Shaw suggested that using this outcome together with the Cllrs personal top 5 priorities would accord to the majority view. He further asked:

How do we share the top ten with the community and consult parishioners?

- An approach could be to get a top 10 – as headings on flip charts asking everyone to sign at least one and lead on development of detailed options for delivery.
- Use 'post it notes' to add a message to the ones developing the ideas and options
- From this information establish the right top ten and best options
- Develop the ideas and options
- The working group to agree all this so they could creatively deliver against the top priorities
- Recommend a time line and give a date to confirm closure of the process and when decisions will be made. Ensure a review date in 2017.
- Provide monthly updates in the Parish magazine

Cllr Shaw urged Cllrs to feedback to Claire any comments and ideas to help. **23-9/16**

## **Planning**

**23-9.1 Applications** – None received during September.

## **23-9.2 SDC Decisions**

**23-9.2.1** S16/1606/Discon Arlingham Free Church-Condition 3 (glazing) PERMISSION

**23-9.2.2** S16/1721/FUL Overton Farm Erect Agricultural Building PERMISSION

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## 24-10/16 Correspondence – None

## 25-11/16 Finance

### 25-11.1 Cheques for signature

Payments were approved at the previous meeting.

Chq	Date	Payee	Description	VAT	Amount	Power
595	03/10/16	SDC	Election expenses	-	£154.88	RPA1983 s.36(5)
596	03/10/16	Delta Nine	Laptop & Software	£77.00	£462.00	LGA1972 s.111

### 25-11.2 Financial Update

The Clerk tabled a monthly performance sheet for October 2016 with year to date variances to budget. The total closing bank balance £5490.71 included uncleared cheques. She advised that the balance of the precept payment £1,681.50 had been forwarded to the bank.

### 25-11.3 Audit

The Clerk confirmed that the Audit papers had been returned from Grant Thornton and noted that they reported an inconsistency on the dating of the Governance Statement. No action is required in this instance.

### 25-11.4 Other

Cllr Shaw will confirm which village church is hosting the Remembrance Parade in November and Cllr Smith-Lyons agreed to attend the Arlingham Service to present the wreath on behalf of the Parish Council. The Clerk will check on the supply of the wreath.

## 26-12/16 Action Log

**26-12.1 – 3 Website** Cllr Rowntree confirmed he was progressing well with the website and was awaiting a new template. Facilities for the Clerk should be available before the next meeting. He confirmed the new email address has been released as [info@arlingham.co.uk](mailto:info@arlingham.co.uk) It was agreed that all emails should be managed by the Clerk with an alias set up for each Councillor.

## 27-13/16 Councillors' submissions

**26-13.1** Cllr Withers expressed his concern about the poor service being provided by the South West Ambulance Service Trust following a recent personal experience in the Severn Vale. Cllrs agreed that it was necessary to understand what is happening within the services. Cllr Shaw agreed that the matter would be brought up at the next Severn Voice meeting on 12<sup>th</sup> October with a view to inviting the South West Ambulance Service Trust to detail how they respond to rural areas including analysis of their KPI for the Severn Voice parishes.

**26-13.2** Cllr Shaw on behalf of Cllr Burcher advised that it was brought to his attention that the car park was being used to sell and store unroadworthy vehicles. Following a site visit by Cllr Shaw he was unable to detect a car sales operation but permanently parked vehicles have increased. Cllrs agreed that Cllr Shaw would talk to the owners of the vehicles.

## 28-14/16 District Councillors Report

District Cllr John Jones confirmed that an enforcement notice to Lower Milton End Farm gave six months to either appeal or apply for retrospective planning. This expires in November 2016.

- The next District Council meeting is being held on 27<sup>th</sup> October 2016
- The application to increase taxi fares is in abeyance.

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- The new waste collection starts in November. Cllrs noted that this also affects Village Halls as the waste needs to be separated.
- Playground funding can be obtained from a Co-op run scheme. To apply you an application form and a co-op card is needed. Cllr Wilkinson to investigate.
- As a committee member of the Playing Fields Association Cllr John Jones agreed to carry out a site visit to inspect the bees and play equipment. He will report back at the next meeting.
- Ecotricity have submitted new plans for the football stadium with enhanced highway facilities for public access.
- He reported that last year an ambulance call to Saul had a response time of 3 hours. A complaint raised by Saul Parish Council initiated an enquiry which found despatcher errors at the Bristol Centre.

Cllr Withers recalled a letter received from the Ambulance Services about two years ago relating to gazettering and requested the Clerk provide it for information.

Cllr Shaw reminded Cllrs that the Parish Newsletter article was to be done in rotation and Cllr Smith-Lyons agreed to assist the Clerk with the October issue - closing date 17<sup>th</sup> October 2016.

There being no further business the meeting closed at 9.10pm