



Landford Parish Council

Minutes of the meeting held at
Nomansland Reading Room on
12 February 2020 at 7:15pm

Councillors present: David Wilson (DW)- Chair, Lynda Waltham (LW), Joy Proctor (JP), Tony MacLachlan (TM), John Bonney (JB), Geoff Hewson (GH), Ken Parker (KP), Nik Bishop (NB) and Cllr Leo Randall WCC (LR)

Plus: Melanie Camilleri (MC) – Clerk/RFO, and 9 members of the public.

17/20 Apologies for Absence: Glen Keirl (GK)

18/20 Declarations of interest: Planning Application 20/00028 GH (he's already responded directly to NFNPA in his capacity as a member of the public) and KP (due to his involvement with *Landford Bog*)

19/20 Minutes: The Minutes of the following meetings were approved and signed:

- i) Parish Meeting held on 11 March 2019
- ii) Annual Parish Meeting held on 20 May 2019
- iii) Parish Council meeting held on Wednesday 08 January 2020

20/20 Planning and Treeworks

i) Applications received were considered - see attached Planning Schedule

During the consideration of 19/00918 Land at Stock Lane, the Chair closed the meeting from 19:25 to 19:26 to invite members of the public to address the Parish Council on this topic.

During the consideration of 20/00028 Forest View, GH and KP, having declared an interest (see Agenda 18/20) received a dispensation from the Chair to leave the room, and were granted permission to speak as if they were members of the public. The Chair closed the meeting from 19:32 to 19:42 to invite members of the public to address the Parish Council on this topic.

No members of the public wished to address the Parish Council on application 20/00010 Three Corners.

21/20 Outstanding actions

i) The Chair read out the list of all outstanding actions from the spreadsheet prepared by MC (emailed to all). All agreed the list was complete.

22/20 Governance

i) Standing Orders: all councillors have received a copy of the proposed Standing Orders for consideration. Any feedback to be sent to MC. This document will be approved/adopted at the March Meeting

ii) Councillor dedicated emails (GDPR/FOI): Resolved unanimously to create dedicated councillor email using the format Cllrname@gmail.com.

23/20 Emergency Plan

i) The draft Plan created by TM was discussed and modifications agreed. The Chair thanked TM on behalf of the parish council for all his hard work producing the plan. It was unanimously agreed the final plan will go in *Landford Parish Directory* (deadline 22 Feb)

- 24/20 NML Reading Room refurb**
i) The Chair confirmed that all refurb proposals will be put to the council for *prior* approval. The detailed plan will follow. It was unanimously agreed that a councillor will attend future Trust Meetings
- 25/20 Purchase of asset - solar panel for SID**
i) KP proposed, seconded by DW, and unanimously agreed the quote to modify SID and purchase solar panel + kit, and purchase of posts and brackets (additional cost approx. £125). MC to contact insurance providers to establish impact upon premium.
- 26/20 Tree Inspection Report**
i) The 3 quotes were discussed. NB proposed, seconded by DW and unanimously agreed to proceed with the quote from Greg Gent. MC to book-in date with Greg Gent to conduct the works.
- 27/20 Forest Fitness annual contribution for use of Rec Grds**
i) During the consideration of this agenda item, the Chair closed the meeting from 20:02 to 20:07 to invite members of the public to address the Parish Council on this topic.
ii) It was unanimously agreed that FF could make monthly payments (equal instalments) wef 1st April to help spread the cost.
iii) It was unanimously agreed that FF be given a key to access the toilets. MC to action.
- 28/20 Marking 75th anniversary of VE Day (8th May 2020)**
Consideration was made to purchasing a commemorative bench(es) to be located at Hamptworth, Landford, and Nomansland. Proposals to be discussed and agreed at the March meeting
- 29/20 SmartWater - crime prevention tool**
i) Scheme and its effectiveness to crime prevention (proven correlation 80% reduction) were discussed at Area Board Meeting (attended by DW and KP). Wiltshire Police wish Landford PC, Whiteparish PC and Redlynch PC to pilot with a police subsidy per household (£10 per household). Consider proposal to issue leaflet to the community & that the PC meets the cost.
ii) DW to contact PCSO Pete Sparrow to establish how households can register their expression of interest in signing up to the smartwater pilot.
- 30/20 Finance and Cheques**
i) NB proposed and KP seconded that the Cash Flow Report be approved, and all cheques be approved and signed. Resolved unanimously.
Bank balance (as at 3 February 2020): **£62,499.64**

Payee	Detail	Amount £ (incl vat)	Method
Bournemouth Water	Water for Pavilion	2.00	DD
Hills Waste Management	Nov NML Reading Room bin collection	10.36	DD
Suez	NML Rec Bin Collection	56.8	DD
1&1	50Gb email storage	6.00	DD
Idverde	Landford Rec Grd bin emptying	97.15	300817
Andrew Smith	Electric fires for NML Reading Room	249.51	300818
Void cheque			300819
BJ Unwin Forestry	Tree Inspection Report	480.00	300820

Nomansland Reading Room	Room Hire 31 Jan	12.00	300821
John Bonney	Collect Winter Kit from Warminster	30.60	300822
M Camilleri	Month Gross Salary (65 Hours) + hol pay Jan	867.60	300823
M Camilleri	Expenses, reimbursements & mileage	51.79	300824
GW Shelter Solutions	Bus Shelter repairs	2109.02	300825
John Bonney	Reimburse fitting electric fires NML Reading Room	165.00	300826
Total debit		£4137.90	

Receipts	Detail	Amount £	Deposit Ref.
HMRC	VAT reclaim 2018/19	4697.13	BACS
Total credit		£4697.13	

- ii) The Budget Control Report was received and approved.
- iii) Selection of internal auditor for 2020 was discussed. It was unanimously agreed that John Murray be used. MC will book the date for the internal audit to be conducted.

31/20 Councillor Reports

LW:

- Reported the HR committee carried out MC 's 3 monthly appraisal
- Councillors were requested to respond in a timely manner to the Clerk's requests for information or assistance

DW/KP: Both attended Area Board Meeting. LPC's grant for 50% cost bus shelters was approved. Smartwater discussed (see Agenda 29/20)

32/20 To receive a report from Councillor Randall (Wiltshire Council)

Current activities primarily on:-

- Planning Enforcement matters
- Green Halo Partnership Conference – well attended by heads of local authorities plus keynote speakers

33/20 Correspondence/AOB

- i) FP15 –Landford Public Footpath Committee reported that styles are now in place
- ii) Hedge (opposite Rosebank Cottage) overgrown and causing a hazard. NB will identify landowner so that MC may write on behalf of the parish council requesting that they cut-back

34/20 Dates for the 2020 Annual Parish Meeting and Annual Parish Council Meeting

- Annual Meeting of the Parish will be held on 6th May 2020 7pm, Landford Village Hall (Blue Room)
- Annual Parish Council Meeting will be held on 13th May 2020 7pm, Landford Village Hall (Blue Room)

35/20 Date of the next ordinary meeting

The date of the next **Landford Parish Council meeting** will be held on **Wednesday 25th March 2020 at 7:15pm** in the **Landford Village Hall (Blue Room)**

Being no further business, DW closed the meeting at 9:36pm.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING