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|  | **NORTH BRADLEY PARISH COUNCIL**  **MINUTES OF THE ANNUAL GENERAL MEETING HELD ON**  **MONDAY, 17 MAY 2021** |

**COUNCILLORS PRESENT**

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| Cllr Bernard Clarkson |
| Cllr Tom Conner |
| Cllr Roger Evans (Chairman) |
| Cllr Mrs Jenny Joyce |
| Cllr Mrs Pam Kettlety |
| Cllr Mrs Lee Lee (Vice-chairman) |
| Cllr Francis Morland |
| Cllr Horace Prickett |
| Cllr Mrs Viv Regler |
| Cllr Russell Willsmer |
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| There was one member of the public. | |

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| **Item** | **Record** | | | |
| 16  17 | Cllr Roger Evans welcomed everyone to the meeting and explained how it would be conducted.  **MEMBERS’ DECLARATIONS OF ACCEPTANCE OF OFFICE** were duly completed | | | |
| 18 | **APOLOGIES** Cllr Nick Crangle | | | |
| 19  19.1  19.2 | **ELECTION OF OFFICERS**  Cllr Roger Evans stepped down from the proceedings.  **CHAIR**  The Clerk requested nominations for Chairperson. A nomination was received from Cllr Mrs Lee Lee for Cllr Roger Evans to continue as Chair and Cllr Mrs Pam Kettlety seconded this. All in favour. There being no other nominations, Cllr Roger Evans was duly elected as Chairman of North Bradley Parish Council. Councillor Roger Evans accepted and thanked the Councillors for their vote of confidence and support and said that he would continue to do his very best.  **VICE-CHAIR**  Cllr Bernard Clarkson nominated Cllr Mrs Lee Lee, seconded by Cllr Mrs Viv Regler. All in favour. There being no other nominations, Councillor Mrs Lee Lee was elected as Vice Chair. Cllr Mrs Lee Lee accepted the position and thanked the Councillors. | | | |
| 20 | **ADJOURNMENT OF MEETING FOR MEMBERS OF PUBLIC TO ADDRESS THE COUNCIL AT 19:36**  Mrs Rachel Clow was invited to speak for a recently received application for two holiday ecolodges at Yew Tree Cottage, Brokerswood, BA13 4EG. Mrs Clow said she hoped that she had addressed the previous issues raised about her previous application and had taken the opportunity to respond to the ecologists requests at the same time. The planning sub-committee advised that they supported the application as did unitary Cllr Horace Prickett. Cllr Prickett agreed that should Wiltshire Council be minded to refuse this application he would call it in. | | | |
| 21 | **MEETING RECONVENED AT 19.47** | | | |
| 22.1  22.2 | **REVIEW OF SUB-COMMITTEES**  Refer to Appendix  **REVIEW OF REPRESENTATIVES ON EXTERNAL COMMITTEES**  Refer to Appendix  Police Liaison Group will be renamed Speedwatch. Cllr Roger Evans called for additional volunteers to assist with this.  Parish Council Liaison Group to be replaced with Wiltshire Area Localised Planning Alliance (WALPA), a newly formed alliance of Wiltshire based communities and local councils. This looks at how neighbourhood plans link into government’s and Wiltshire’s planning policy. | | | |
| 23 | **DECLARATIONS OF INTEREST** Cllr Mrs Viv Regler – Agenda item 8 PL/2021/03113 | | | |
| 24 | **ADJOURNMENT OF MEETING FOR MEMBERS OF THE COMMUNITY AT 20.06**  Unitary Cllr Horace Prickett referred to foliage overgrowth at 8B Yarnbrook and 18 Westbury Road. Cllr Prickett to liaise direct with Clerk to write to residents. | | | |
| 25 | **MEETING RECONVENED AT 20.11** | | | |
| 26 | **MINUTES**  The minutes of the meeting held on Monday 12 April, having been circulated previously, were approved and signed as a true record of the meeting. | | | |
| 27 | **MATTERS RISING** | | | |
| 27.1 | 3.2 Speed Indicator Device used 12.04.21-12.05.21. Councillors agreed that this was a good location and useful, especially while Speedwatch not taking place. | | | |
| 27.2 | 6.5 A new round litter bin has been ordered for St Nicholas Close. 150.7 Hedging at 12A Westbury Road has been cut back. Clerk has written a letter of thanks to the residents. | | | |
| 27.3 | 6.7 Little Common kissing gates – Clerk has made contact with Hitachi who confirmed that they have recently approved the cost of £1K for this and gates should be repaired week commencing 24 May. | | | |
| 28 | **DEVELOPMENT CONTROL – APPLICATIONS RECEIVED** | | | |
| 28.1  28.2 | **PL/2021/03113** Dormer window and balcony to rear elevation to form habitable loft rooms at Froglands, Southwick Road, North Bradley, BA14 9RN– Following advice from sub-committee, Councillors resolved to have no objection to this application.  **PL/2021/03460** Yew Tree Cottage – 2 holiday eco-lodges – Following advice from sub-committee, Councillors resolved to have no objection to this application. | | | |
| 29 | **DEVELOPMENT CONTROL - DECISIONS MADE BY WILTSHIRE COUNCIL** | | | |
|  | 21/01747/OUT Outline Permission for construction of two detached dwellings at rear of 32 Woodmarsh. NB Object, WC Refuse – Primarily on access grounds. | | | |
| 30 | **TRAFFIC CALMING/TRAFFIC SURVEY** | | | |
|  | Cllr Mrs Lee Lee outlined plans for a traffic survey to take place on Southwick Road on 3 June between 7:00 and 18:30. PMN Due to this coinciding with half term it will take place on 10 June instead with a further count on 24 June. A risk assessment has been carried out and PCSO Mat Till has been informed. Requests for volunteers will be advertised on the website, notice boards and also to request that the Peace Memorial Hall advertise for volunteers. | | | |
| 31 | **CORRESPONDENCE** | | | |
| 31.1  31.2  31.3  31.4  31.5 | Email 12 April – Reminder about request for 20mph speed limit on Church Lane. Cllr Horace Prickett reminded councillors that they are unable to proceed with this until school provides an up- to-date school travel policy. WC traffic engineer continues to chase for this.  Email 26 April – Traffic lights for Wessex Water repairs would affect the SID traffic count. Contents noted and will be considered when data is received.  Email 28 April – resident asking what can be done about cars regularly parked on pavement outside 2A Westbury Road which impedes access for a mobility scooter or a pram. Photographs were forwarded on to the PCSO who advised that there is no offence unless someone reports it via 101 and states that the pavement is completely obstructed and that the reporting person could not get through. Owner is therefore recorded as committing the offence of obstruction.  Email: 1 May – resident submitted a Highways Improvement Form reflecting her concern about increasing traffic, noise levels and risk of accidents. Councillors resolved to support the submission of the form to WC to be discussed at CATG.  Email 14 May – Community Insurance draft policy and quotation. Clerk queried the terms of the insurance – “if it is no longer working, then there would not be cause for a claim unless it was accidentally or maliciously damaged. The insurance cover is the sums insured value on the policy minus the excess of £100.  Usually the claims team would need evidence of repair or a replacement quote/receipt for a new one.” Councillors resolved to request deletion of the photocopier (old and needs a service) and the Epson printer, (same value as the excess). | | | |
| 32 | **MAINTENANCE** | | | |
|  | For full list of Parish Steward tasks please contact Clerk.  Caravan abandoned at Southwick lay-by – this has been reported to Wiltshire Council. PMN It was towed away 19.05.21  Pavement has sunk around oblong manhole cover labelled CATV near 18 Churchlands.  Tarmac has sunk 2” below manhole covers between Oak Drive and The Rank. Needs urgent attention.  WC to be reminded about drainage problems at top of Woodmarsh. | | | |
| 33 | **RETURNING TO PHYSICAL MEETINGS**  Cllr Roger Evans referred Councillors to the document from WALC and following the court judgement to return to physical meetings, which could create some nervousness, Cllr Roger Evans reminded Councillors of the ability to have a phased approach to meetings. As this is the AGM with the opportunity to consider the existing standing orders, and make a temporary change, he asked if any Councillors would object to him making a suggestion that the Parish Council meets bi-annually instead of monthly. There being no objections he opened the matter for discussion. Following discussion, Cllr Mrs Pam Kettlety proposed that meetings take place bi-monthly with sub-committee meetings taking place on line and with site visits for the next year, seconded by Cllr Mrs Viv Regler. Cllr Mrs Lee Lee proposed that meetings take place bi-monthly for up to six months, seconded by Cllr Mrs Jenny Joyce. Cllrs voted against this proposal returning to the first proposal which, following 4 votes for, 4 votes against and 2 abstentions, Cllr Roger Evans gave the casting vote to meet physically at least every other month but should the need arise for a physical meeting e.g. to discuss a planning application then a physical meeting would take place. Cllr Roger Evans gave assurance that this would take place for up to 12 months but if not workable there would be a return to regular meetings. | | | |
| 34 | **FINANCE** | | | |
|  | The following payments having been previously circulated, were approved and will be paid on-line. | | | |
|  |  | **Payee** | | **Amount** |
| 34.1 |  | K Elder Salary, office & travel expenses | | £569.62 |
| 34.2 |  | HMRC | | £115.40 |
| 34.3 |  | Zoom Subscription 10.4.21-9.5.21 | | £14.39 |
| 34.4 |  | Trowbridge Town Council Use of SID 12.4.21-12.5.21 | | £305.00 |
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| 35 | **ANY OTHER BUSINESS** | | | |
| 35.1  35.2 | Cllr Mrs Lee Lee reported a car parked dangerously at the entrance to Churchlands. PMN Car has since been moved.  Cllr Mrs Lee Lee reminded Councillors of the Queens Platinum Jubilee next year and that there will be a campaign to plant trees to celebrate this and help to tackle climate change. She also asked for suggestions for where to plant the trees and on what the parish could do to celebrate this occasion. | | | |
| 36 | **DATE OF NEXT MEETING Monday 5 July 2021, 19:30 at the Progressive Hall - unless an urgent matter requires a June meeting** | | | |
|  | The meeting closed at 21.25  Signed ………………………… | | Date …………………… | |

**2021-2022**

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| **SUB-COMMITTEES** | **REPRESENTATIVE** |
| **Planning & Development**  Tom Conner  Jenny Joyce  Pam Kettlety  Russell Willsmer  **Footpaths**  Bernard Clarkson  Jenny Joyce  **Newsletter Editorial**  Roger Evans  **Website**  Nick Crangle  **Social Media**  Russell Willsmer  **Village Clean up**  Lee Lee to co-ordinate  **Allotments**  Viv Regler  Jenny Joyce  **Neighbourhood Planning**  Lee Lee  Horace Prickett  (Plus David Feather, Ken McColl, Mike Kettlety,  Karin Elder)  **Land for burials task group**  Jenny Joyce  Pam Kettlety  Russell Willsmer  **War Memorials**  Horace Prickett | **North Bradley Peace Memorial Hall**  Pam Kettlety  **Emergency Action Planning**  Roger Evans  Horace Prickett  **Parish Steward**  Bernard Clarkson  **Speedwatch**  Nick Crangle  Roger Evans  **Trowbridge Area Board**  Roger Evans  Anyone else available  **Community Area Transport Group**  Roger Evans  **Wiltshire Area Localised Planning Alliance**  Roger Evans  Lee Lee  Russell Willsmer  Horace Prickett  **WALC representative**  Roger Evans  Anyone else available  **Wiltshire Council Transport**  Horace Prickett  **North Bradley Primary School**  Horace Prickett  **Daubeny House**  Roger Evans |