

SOUTHWICK PARISH COUNCIL

Chair: Cllr John Eaton, 30 Blind Lane, Southwick, Wiltshire, BA14 4PG 07818 870098

Clerk: Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN 01373 864127

You are hereby summoned to attend a meeting of the Parish Council to be held on **Tuesday 16th July 2024** commencing at **7.30 pm** in the Annexe, Southwick Village Hall for the transaction of the business shown on the agenda below.

Present: Cllr Eaton (Chair), Cllr Carey, Cllr Clayton, Cllr Prickett, Cllr Noble, Cllr Porter and Cllr Jackson.

In attendance: Nicola Duke (Parish Clerk) and one member of the public.

Public Participation

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern:

- A resident thanked the PC for arranging for the emptying of the dog bins. The Chair reported on the difficulty of dealing with this due to changes at idverde. The resident further spoke to the works planned for the bus shelter along Frome Road, tabling a suggestion for a contractor to approach.
- Cllr Noble asked for consideration to be given to relocating the bin at Chantry Gardens. This would be referred to a future PC meeting.

	AGENDA ITEM
2024/40	Apologies for Absence Cllr Snell due to a prior commitment, accepted. Cllr Curry due to another commitment, accepted. Cllr Heydon due to work commitments, accepted.
2024/41	Declarations of Interest and Dispensations to Participate Cllr Noble declared an interest in agenda item 2024/51 as a member of the Playing Field Committee.
2024/42	Minutes of Council Meetings The minutes of a meeting of the Parish Council held on 18th June 2024 were approved for accuracy and adopted (proposed Cllr Jackson, seconded Cllr Carey).

2024/43	<p>Wiltshire Council Report</p> <p>CLr Prickett reported that there were no items specific to the parish of Southwick however, WC was meeting the following day to consider housing allocations. It was confirmed that this meeting would be open to the public.</p>
2024/44	<p>Highways/Environment</p> <p>Members received updates or reports on matters relating to: Parish Environment</p> <ol style="list-style-type: none"> a. Overgrown vegetation from the Country Park to the Southwick Court entrance – this would be reported to the Parish Steward for action. b. Reports of blocked gutters at Wesley Lane towards the county boundary and also at Wynsome Street – the Clerk would report to WC. c. Ragwort at Lamberts Marsh from the entrance to the A361 – the Clerk would also report to WC.
2024/45	<p>Planning Applications and Consultations</p> <p>PL/2023/10205 - Land North of Southwick Road and South of The Rank, North Bradley, Wiltshire - Outline planning application for residential development of up to 66 dwellings and associated public open space with all matters reserved except for access (amended plans) – Objection (letter of objection to be prepared by the Chair).</p> <p>PL/2024/04887 - 23 Wynsome Street, Southwick, Trowbridge, BA14 9RG - Proposed rear extension and two storey side extension. Double and single detached garages to the rear of property – No Comment.</p> <p>PL/2024/06151 - Hangar House, Lamberts Marsh, Southwick, Trowbridge, Wilts, BA14 9PD - Erection of triple bay garage with storage space above and partial change of use of land to residential – Objection on the grounds that the proposed development would require the relocation of the existing footpath.</p> <p><i>To receive and consider planning applications received after the issue of the agenda (where the response time falls outside of the meeting schedule and an extension cannot be obtained) – None.</i></p>

2024/46	<p>Finance</p> <ul style="list-style-type: none"> a) The Bank Reconciliation Statement June 2024 had been circulated to members, was noted and duly signed by the Chair. b) The Budget Report June 2024 had been circulated to members, was noted and duly signed by the Chair. c) The Clerk reported that two members were now set up for online banking and future payments due would be paid via this method. d) Members considered for approval the draft Discretions Policy for the Wiltshire Pension Fund (previously circulated) which was duly adopted (proposed Cllr Porter, seconded Cllr Clayton). e) The below listed payments due were approved (proposed Cllr Prickett, seconded Cllr Carey): <table border="1" data-bbox="375 725 1380 875"> <tr> <td>Clerk and HMRC</td> <td>Salary, NI and PAYE June 2024</td> <td>£ 598.65</td> </tr> <tr> <td>Southwick Village Hall</td> <td>Hall hire April – June 2024</td> <td>£ 60.00</td> </tr> <tr> <td>Wiltshire Pension Fund</td> <td>Pension contributions</td> <td>£ tbc</td> </tr> <tr> <td>Gooding Accounts</td> <td>Payroll fee June and July 2024</td> <td>£ 40.00</td> </tr> </table>	Clerk and HMRC	Salary, NI and PAYE June 2024	£ 598.65	Southwick Village Hall	Hall hire April – June 2024	£ 60.00	Wiltshire Pension Fund	Pension contributions	£ tbc	Gooding Accounts	Payroll fee June and July 2024	£ 40.00
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2024/47	<p>Parish Council Reserves</p> <p>Members reviewed the Council Reserves (current list of reserves and allocations previously circulated) and agreed the following:</p> <ul style="list-style-type: none"> a) The planning for work required to the bus shelter would be referred to the September meeting. b) Members would send suggestions for projects to be funded by the General Capital Fund to the Clerk for consideration at the September meeting; a suggestion for a village information board was tabled and would be included for discussion. 												
2024/48	<p>Fixed Asset Register</p> <p>Members received the amended and updated FAR (action arising from the 2023-24 Internal Audit report) (previously circulated) and Cllr Noble undertook to send information to the Clerk to allow for a more detailed populating of the form.</p>												
2024/49	<p>Memorial for Local Resident</p> <p>Members considered the arrangements for the Epitaph for Roy Butt and refurbishment of Olive Blisset memorial (June minutes refer) and information from Cllr Snell was tabled by Cllr Noble. Following debate, it was resolved to accept the quotation in the amount of £850.80 for a new memorial stone (proposed Cllr Carey, seconded Cllr Jackson). The cost would be funded from the General Capital Fund and the Clerk would liaise with Cllr Snell to take the work forward.</p>												
2024/50	<p>Village Community Hub</p> <p>The Chair reported that significant progress was being made. Members had come forward to fill the vacant roles of Chair, Treasurer and Secretary and all will become Trustees of the newly constituted Community Hub. Unfortunately, since Brian Johnson stood down as Treasurer, there had been an issue with bank signatories. Cllr Noble was currently the only signatory on the committee, but as a interim measure,</p>												

	had managed to persuade the former Treasurer Mr Johnson to sign some cheques to clear outstanding payments due. Lloyds Bank was being actively engaged with to create new signatories.
2024/51	<p>Southwick Playing Field Committee</p> <p>Cllrs Carey and Noble reported that the Trustee details had been updated with the Charity Commission and that the backdated accounts were due to be submitted shortly (in line with the timetable of the Commission).</p> <p>Cllr Noble further reported that the goal and penalty spot areas had been re-seeded and that a new telegraph pole had been erected on playing field land. Cllr Carey would look into this.</p>
2024/52	<p>Southwick Village News</p> <p>The Chair reported that there had been an extremely limited number of submissions received for the next edition. It was agreed to add in information on the forthcoming Flower Show when a submission had been received.</p> <p>The Clerk reported that the new website was now live but some populating was still required. She would send round the link to members.</p>
2024/53	<p>Parish Steward</p> <p>It was agreed that the Clerk would re-issue the list of works which the Parish Steward was able to attend to and a routine task list would be developed at the next meeting. In the meantime, the Chair would ask for a number of overgrown paths and hedges to be attended to.</p>
2024/54	<p>Correspondence</p> <p>a) Letter from MP Andrew Murrison re: NP Allocation Site 5B Land at Wesley Lane (previously circulated) – Noted.</p> <p>b) Information from Wiltshire Council re: forthcoming consultation on Gypsy and Traveller sites – Noted, it was confirmed that this would be an agenda item for the September PC meeting.</p>
2024/55	<p>Date of next meeting</p> <p>Members noted that the Council would recess in August unless urgent business requires otherwise. Next meeting – Tuesday 17th September 2024</p>

There being no further business the meeting was closed at 8.45 pm.