

# EASTON ROYAL PARISH COUNCIL

## PARISH COUNCIL MEETING

held in the Village Hall

Thursday, 8<sup>th</sup> SEPTEMBER 2022

at 19:00

### DRAFT MINUTES

Three members of the public were present.

Councillors present : Margaret HOLDEN (Chair), Anna PATTERSON (Vice Chair), Ben COOPER, Beverley HELPS, Paul NARIZZANO, James de PASS, Peta PUYO (Clerk)

Absent: Tom DOYLE

We learnt of the death of Her Majesty Queen Elizabeth II just before this meeting. The Chair proposed that a minute's silence be held. This was duly respected by all of those present.

#### 1. **Apologies for absence**

Jerry KUNKLER

#### 2. **Member's declaration of interest**

James de PASS: Item 4, May meeting 11

Ben COOPER: Item 16

#### 3. **Minutes** of the Parish Council meeting held on Thursday, 14<sup>th</sup> July 2022. **Approved.**

#### 4. **Matters arising**

##### April meeting Item 16.2 - Public issues with footpaths

Members of the public were present to hear about this point on the agenda, it was therefore agreed that this item be discussed at the beginning of the meeting.

The three lead councillors (BC, BH, JdP) had been asked to prepare an audit of all the ROW in the village enabling the council to move forward and prepare a plan to keep these paths in good order throughout the year.

Being unable to arrange a time to get together, BH provided a list of all footpaths and their present state. This had been shared with her co-leads prior to the meeting. BC sent an email with some suggestions.

At this point the members of the public were authorised by the Chair to participate in the discussion.

It became obvious that some relationships between landowners and the PC are tense and a solution needs to be found. However, those present had to be reminded that the councillors are elected members, should behave accordingly and must separate personal issues from those of being a council member. Also that the PC has attributed roles to council members and will not be pressured in to changing these due to personal disagreements.

At one point, having been addressed in an inappropriate manner by a fellow councillor, another councillor felt the need to leave the meeting.

The Chair reiterated that many steps have been taken to diffuse these problems and had felt that many positive steps had been taken. We had to work together and find a working solution.

At this point, the councillor returned to the meeting asking that the Clerk minute

## EASTON ROYAL PARISH COUNCIL

### PARISH COUNCIL MEETING

held in the Village Hall

Thursday, 8<sup>th</sup> SEPTEMBER 2022

at 19:00

#### DRAFT MINUTES

that the meeting was unconstitutional and requested that the public members be asked to leave. The PC cannot exclude people just because a topic is controversial and those present were reminded that the Chair had authorised the participation of the public present. It was therefore deemed constitutional.

The members of the public decided to leave of their own accord. The Chair condemned the previous exchange between councillors and apologies were forthcoming from the offender.

The following ROWs were discussed :

#### EROY 1

Fix the gate by the end of September. **ACTION JdP** .

Write to the landowners to discuss whether, in principle, a kissing gate would be acceptable. **ACTION MH.**

It was agreed by the tenant that the lower electric wire of the fence would be disconnected if cattle and not sheep were in that field.

#### EROY 2

Heavy gate on access track of footpath. Damage to footpath surface. Will resolve gate access and monitor path. **ACTION JdP**

#### EROY 9 & 10

Tracks to be strimmed following recent cuts and clearing of paths. **ACTION PN** to arrange working party.

Cross Lane (EROY 10). Maintain path with working party. **ACTION BC.** So as to obtain an easily manageable track, it is proposed that ID Verde be contacted to obtain a quote to clear this twice a year. **ACTION PP**

Damaged kissing gate repair. **ACTION BC** before end of year.

BC to monitor that kissing gate post to the Drang is not pulled out of line.

#### EROY 15

JdP has recently adjusted the closing of the gate which now closes correctly. JdP to be responsible for monitoring this path and ensuring overgrowth is kept cut back.

#### EROY 16 Harris Lane

Cutting and leaf blowing to be continued by BH with the assistance of Colin Sburn if willing. Any excessive farm vehicle traffic using this path to be reported to the Clerk.

#### May meeting Item 8 - Speed Monitoring Device

This is an ongoing issue. To date no payment has been made for the equipment as the Council deems it unsuitable for its requirements. Copies of correspondence have been provided to COEVAL supporting this claim. In the meantime, it was **resolved** that another email be written to follow up on arranging for the poles to be collected by COEVAL as previously agreed. **Action PP.** This issue will now be treated as a separate item on future agendas.

# EASTON ROYAL PARISH COUNCIL

## PARISH COUNCIL MEETING

held in the Village Hall

Thursday, 8<sup>th</sup> SEPTEMBER 2022

at 19:00

### DRAFT MINUTES

#### May meeting Item 9 - Removal of old swings

BC and JdeP have removed the old swings, which they confirm were very corroded and would certainly no longer be safe for use. Also See Item 16.

#### May meeting Item 11 - Road signage around the village

Due to TD's absence this item was not discussed.

It will be addressed in the "Lead Report" item at the next meeting.

5. **Report from Jerry Kunkler** (Wiltshire Council) – none.

6. **Finance**

PP sent, prior to the meeting, a bank reconciliation end August and budget expenditure to all members of the Parish Council showing the position to date. On receipt, the councillors had been informed of the external auditor's report which was received at the end of August. The AGAR forms and Notice of Conclusion of Audit were added to the website and posted on the noticeboard as required.

7. **Asset Register**

Nothing to report.

8. **Clerk's Report**

Actions from the previous meeting have been carried out :

- All documents are stored on OneDrive on the clerk's computer (both on the hard drive and in the cloud). These can therefore be accessed from any other computer should the need arise. This is password protected.

- A copy of the email from Community First Insurance was sent to all PC members outlining the position of the PC regarding their liability for footpaths.

- Policies – see Item 9

- A new website has been prepared and it was **resolved** that the aim would be to have both this and new contact email addresses available from November 1<sup>st</sup> 2022.

9. **Policies**

The councillors were sent a copy of a proposed General Risk Assessment Policy and a Financial Regulations Policy. Both were **ADOPTED** and understood to have been read and approved by all concerned. Further policies are being prepared by the Clerk.

**ACTION PP**

10. **Lead Reports**

ROW (BC, BH, JdP) – see above

Open spaces – the PC wishes to thank the group of volunteers who cleared the overhanging branches from the Rec towards the main road.

The PC wishes to thank Chris Needham-Bennett for his hard work on the ROWs.

# EASTON ROYAL PARISH COUNCIL

## PARISH COUNCIL MEETING

held in the Village Hall

Thursday, 8<sup>th</sup> SEPTEMBER 2022

at 19:00

### DRAFT MINUTES

Defibrillator – AP to be added to the online Webnos Governance System for the weekly reporting of the defibrillator equipment at the Village Hall in the absence of MH. **ACTION MH**

#### 11. Speedwatch Report

None

#### 12. Grant request Holy Trinity Church

Following further correspondence between the Council and the Church Warden, it was **resolved** at the meeting that a grant of **£500** be paid to the Holy Trinity Church to be used towards churchyard and cemetery upkeep. A letter explaining this decision is to be sent to the Church Warden. **ACTION AP**

#### 13. PCAP Donation

The council **approved** a donation of **£100** to be made to PCAP.

#### 14. Playground (AP BC)

- Nothing was reported following weekly checks by AP
- Due to the appearance of some cracks in the equipment, the Council contacted Kompan, the equipment supplier, who are sending an engineer to inspect and repair. This is covered by the guarantee.
- The area cleared of the old swings is to be made good. The Council has approved the solution of levelling off the whole area and sowing with grass seed. Contractors will be contacted for quotes to do this and advice on which period is best for this to be carried out. **ACTION PP**
- The ERPFG have completed a National Lottery Fund application and are awaiting a response.

#### 15. Pop up Pizza Van (TD)

The PC **APPROVED** for the Pizza van to continue coming to the Village Hall on a Friday night, on a monthly basis, after a very successful trial period. The PC remains very supportive of village events.

The issue of recycling and general waste generated from this event needs to be addressed. **ACTION TD**

#### 16. Items from the General Public (MH)

- A resident brought to the attention of the Parish Council that they believed their broadband line was severed during the removal of the swings. The Council have asked the Clerk to send an email of apologies for this unfortunate incident. **ACTION PP.**
- Ben Cooper asked if he may be permitted to place a banner on the fence to the Rec advertising the Easton Farm Pumpkin Patch. This would be in place from September 20<sup>th</sup> – October 30<sup>th</sup>. **No objection.**

**EASTON ROYAL PARISH COUNCIL**

**PARISH COUNCIL MEETING**

held in the Village Hall

Thursday, 8<sup>th</sup> SEPTEMBER 2022

at 19:00

**DRAFT MINUTES**

17. **Planning Applications** - see below.

18. Date of next meetings

**Monday 14<sup>th</sup> November** Parish Council Meeting (7pm)

Meeting was closed at 21h20

# EASTON ROYAL PARISH COUNCIL

## PARISH COUNCIL MEETING

held in the Village Hall

Thursday, 8<sup>th</sup> SEPTEMBER 2022

at 19:00

### DRAFT MINUTES

#### PLANNING: Planning Applications since the last meeting:

2022/03840	6 Hillwinds, Burbage Road Erection of single-story rear extension & detached double garage	No objection ERPC Approved WCC
2022/04938	2 Conygre Farms Lawful Development Certificate for an existing use	No objection ERPC Approved WCC
2022/04936	1 Conygre Farms Lawful Development Certificate for an existing use	No objection ERPC Approved WCC
2022/03840	Recreation Ground – Easton Royal Parish Council Felling of storm damaged tree	No objection ERPC

#### FINANCE:

##### Payments made:

Clerk salary July	£235.77
P.Puyo (ink and paper supplies)	£60.23
Clerk salary August	£235.77
PFK – external audit	£240.00

##### Payments to Approve

None	
------	--

##### Payments Received:

Playground (ringfenced) – Diner en Blanc	£600.00
--	---------

#### PLAYGROUND

Amount remaining and ringfenced for the Playground (basketball court) **£5754.81**