

MINUTES MAY BE UPDATED BEFORE THEY ARE APPROVED AT THE NEXT PARISH COUNCIL MEETING

MINUTES OF THE CALNE WITHOUT PARISH COUNCIL
ZOOM
MONDAY 12th April 2021 19.30

CALNE WITHOUT COUNCILLOR ATTENDANCE

Present (P): Apologies (A): Did Not Attend (X)

Sue Baker	P	Jim Cook	P	Richard French	P
Rob Hislop	A	Ed Jones (Chairman)	P	Katherina Kronig	P
Marcus Lee	P	Matt Maddicks	P	Alan Malpas	P
Charlie Oram	P	Ioan Rees	P	Keith Robbins	P
Adrian Satchell	P	Barry Satchell	P	David Songhurst	P

Wiltshire Council Unitary Councillor (Calne Rural) Christine Crisp also attended part of the meeting.

1 Apologies

Apologies were received from Cllr Hislop.

2 Public participation/ Correspondence

2.1 Public participation

None.

2.2 Correspondence

None.

3 Declarations of Interest

Cllr Lee declared an interest in item 8.2 on the agenda. Cllr Robbins explained and declared a personal interest in planning application 20/10343/FUL but would be speaking to the item.

4 Chairman Announcements

Chairman deferred his announcements until the end of the meeting when Cllr Crisp could be present.

5 Minutes

Proposed: Cllr French

Seconded: Cllr Robbins

Agreed unanimously: That the Council approve the Minutes of the meeting held on 8th March 2021 as a true and fair reflection of the motions agreed by the Council and the discussions that took place and that these be signed by the Chairman as such.

6 Response to Actions

The Clerk had nothing to add. Actions noted.

7 Accounts

7.1 Payments

The Clerk added an additional payment for approval to Oakford IS for the email accounts and website hosting for 2021/22 £789.26.

Proposed: Cllr Oram

Seconder: Cllr Cook

Agreed unanimously that the following payments be approved:

Payments for approval

Wiltshire Association of Local Councils	Annual subscription	£1054.04
Oakford IS	O365 Exchange plan 1 and web hosting 6/04/21 to 5/04/2022	£789.26

Payments to note:

Calne Bowls Club	Grant for purchase of bowls approved 8th March 2021	£262.00
Simon Day & Co	Payroll services Jan to March 2021	£36.00
Sarah Glen	Salary March 2021 plus 8 hours OT for February and 3 hours additional for administration of Calne CATG in 2020/21 (approved 10th June 2019) Also includes back pay of £9.30 for OT hours that were calculated at the wrong rate.	£800.01
HRMC	National Insurance contribution Q4	£16.70
Idverde	Bin emptying 1st to 31st March 2020	£135.00
Sarah Glen	Zoom repayment for period 28/03/2021 to 27/04/2021	£14.39

7.2 Balance and expenditure

The Clerk presented the balance and expenditure for the period to 31st March 2021 which is the Council Financial year end.

Proposed: Cllr Cook

Seconded: Cllr B. Satchell

Agreed unanimously: That the balance and expenditure for the period ending 31st March 2021 be approved.

8 Planning

20/10343/FUL 35 Studley Gardens

Cllr Robbins brought up the revised plans for this application. He found that the change to the plans did not overcome the Parish Council's original objections and that the moving of the fence would also impair the visibility for the next-door house when reversing out the garage.

Proposed: Cllr Robbins

Seconded Cllr Rees

Agreed: That the Parish Council object to the revised plans for application 20/10343/FUL on the same grounds as the previous objection with an additional note about the visibility for next door's garage.

20/04017/FUL Avon Rise, Studley

Cllr Rees reported that this application was to be called in for a decision by Wiltshire Council Northern Area Planning Committee and if it is that the Council should make arrangements to speak to its objection at the meeting. The Planning Committee is likely to be after the May elections therefore the new Council would need to make these arrangements.

8.1 New planning system at Wiltshire Council.

The details of the new system were noted.

8.2 Letter to Wiltshire Council regarding Solar Farm Policy

Th Clerk reported that the letter from the other Councils had been sent but that the Council had the option to write in support of it or to write their own letter. Cllrs discussed the letter that they had been asked to support and decided that any response should be taken on by the new Council in May as part of wider Climate Emergency work if that is approved.

Proposed: Cllr Cook

Seconded: Cllr Maddicks

Agreed: That the Council did not support the letter as drafted but ask that the new Council takes as an urgent step the drafting of a letter aligned to the Climate Emergency, if that is approved, to ask Wiltshire Council to clarify their position on Solar Farm proposals.

9 Project update

9.1 Road Safety Feasibility Study

The Chairman welcomed Richard Fitter from Entran to the meeting to report on the Road Safety Feasibility Study progress.

Mr Fitter reported that the data gathering from Wiltshire Council, the Police and planning applications had proved a big task and data on traffic speed, volume and accidents had now been collated for the 16 sites identified by the Council. The 16 sites were to be reduced to 8 to take forward, this has now been extended to 10 sites plus a separate item on HGV routing. Mr Fitter requested another meeting with Cllrs leading the project to discuss rat running.

Mr Fitter hoped to be able to produce a report within the next 10 days giving analysis of the issues, and suggested measures to mitigate, however no fixed costs could be provided at this stage but to assist the projects could be ranked from cheapest to most expensive. Some

schemes may be suitable for the Parish Council to take forward others may need to be taken on as substantive projects by Wiltshire Council.

A meeting between Entran and Cllrs Cook, Robbins, Malpas and Rees to be arranged before 6th May.

9.2 Grit bins

The Clerk presented the options for the provision of the two grit bins and the costs involved. It was confirmed that the grit bin at Studley Gardens would be at the Studley Lane end of the site.

Proposed: Cllr Cook

Seconded: Cllr Rees

Agreed unanimously: That the Council approve the cost of £370.00 (ex VAT) to purchase 2 400litre green lidded, lockable grit bins to be provided by Integrity Enterprises.

Budget	Road Safety (CIL)
Power	Road Traffic Regulation Act 1984 s72

10 Finance Committee

Cllr Cook reported on the Finance Committee meeting of 7th April the minutes of which had been circulated.

Items discussed included the allocation of funds between Sun Edison and the General Reserve that had been set to give the new Council its best possible start. The training and support for the website that had been approved. Details for the insurance renewal quotes being obtained and the Committee's resolution regarding the priority to be given by the new Council to the allocation and delivery of projects for the remaining Community Infrastructure levy (CIL) funds.

11 Motion Cllr Songhurst: Climate Emergency

Cllr Songhurst introduced his motion and an alteration to it as proposed by Cllr Malpas. Cllrs discussed the declaring of a Climate Emergency; the joining of local organisations, the need have actions to back up any declaration and to set targets for the plans for those action to be in place. Cllrs also discussed the appropriateness of this being done for the new Council to take forward in May.

Proposed: Cllr Songhurst

Seconded: Cllr Malpas

Agreed: This Council is increasingly concerned about the impact on the environment within the Parish, and beyond, of climate breakdown and the associated Climate Emergency and is committed to supporting the Wiltshire Council initiative to reduce emissions and to make the county of Wiltshire carbon neutral by no later than 2030. In seeking to provide this support the Council will:

1. Establish a Climate Emergency and Environmental Working Group that will identify a carbon reduction strategy and associated policies for the Parish, co-opting as appropriate and necessary, community volunteers from interested groups to assist with this work.

2. Create a delivery plan at the latest by June 2022, with the goal of completing the Plan by the end of 2021, for a community led approach for the initiatives identified which engages, empowers, enables and communicates with the entire Calne Without parish.

3. Seek to join and work alongside and in concert with Wiltshire and Local organisations in delivering the policies and plan to support the achievement of carbon neutrality in Wiltshire by 2030. Those organisations should include, but not be limited to:

- **Campaign for the Protection of Rural England (CPRE Wiltshire)**
- **Wiltshire Wildlife**
- **Sustainable Calne**
- **Wiltshire & Swindon Ramblers**
- **Wiltshire Climate Alliance**
- **Friends of the Earth (Wiltshire)**

12 Risk Management Schedule

The Clerk explained the items in the report that she regarded as needing action to mitigate against risks from the Clerks resignation and the changes to the Council resulting from 11 of the 15 existing Councillors standing down at the election and the number of vacancies that will exist in May. The concern of election costs being recharged has been lessened as the Council will only have one small Ward contested on 6th May. The Clerk also asked for Cllrs opinion on the voluntary use of lateral flow tests by Cllrs and the Clerk when attending face to face meetings.

Cllrs approved of the use of lateral flow test being suggested for face-to-face meetings and being part of the risk assessment.

Cllr Rees, Robbins and Songhurst all agreed to become bank signatories to replace those Councillors not standing for election in May.

Proposed: Cllr Rees

Seconded: Cllr Robbins

That the Council approve the consideration by Human Resources of the appointment of a Locum Clerk to cover the Clerk's position if required or considered appropriate for a period of up to 3 months and the associated costs.

Proposed: Cllr Cook

Seconded: Cllr French

Agreed: That the Council approves the use of the address of the Chairman elected on May 17th, 2021 to be used as the Council's official address until a new Clerk is appointed and that Cllr Rees, Robbins and Songhurst become the Council's bank signatories.

Proposed: Cllr French

Seconded: Cllr Robbins

Agreed: That the Council approve the use and booking of the main hall at the Lansdowne Hall for the return to face-to-face meetings and accepts that the space for the public will be limited to meet the Government guidelines and the risk assessment.

Budget

Hall Hire (Precept)

13 Honorary Freeman Policy

The Clerk thanked her colleague Michael Weekes at Chippenham Town Council for his assistance in the drafting of this policy and apologised for the typographical error in paragraph 2.

Proposed: Cllr Cook

Seconded Cllr Malpas

Agreed unanimously: That the Council approve the Honorary Freeman Policy as drafted (with the correction in paragraph 2 to read Calne Without), and that the policy be reviewed on or before April 2022.

14 Bus service: Stockley

Cllr Baker reported that the bus service for Stockley had been taken over by Stagecoach and that residents were concerned that the service had been reduced and that she would welcome the Council participating in a review of the services available to residents.

Proposed: Cllr Baker

Seconded Cllr Kronig

Agreed unanimously: That the Council recommend to the new Council that it undertakes a survey of the needs of residents and workers for bus services in the Stockley area working with Wiltshire Council Public Transport Team and Neighbouring Parishes.

15 Councillor Training

Cllrs discussed the need for training and suggested that 3 places to be booked on the course 2 for Councillors and one for the new Clerk if recruited by 28th July.

Proposed: Cllr Robbins

Seconded Cllr Robbins

Agreed That 3 places be booked on the NALC Planning and Power course on 28th July 2021 at a cost of £30 plus VAT per place.

Budget

Training

Power

Local Gov Act 1972 s 111

16 Chairman's Announcements

The Chairman invited Cllr Christine Crisp to speak.

Cllr Christine Crisp, standing down as the Wiltshire Councillors for Calne Rural, said she was sad to be going and thanked the Council and particularly Charman and the Clerk for their work for the community.

Chairman Ed Jones, in a heartfelt farewell, said he considered it to have been an honour and a privilege to serve the community as Chairman of the Parish Council since 2004. He thanked all the Councillors for their hard work during this term of office and particularly

wished to thank this Vice Chairman Jim Cook for his support. He also thanked Christine Crisp for her work on Area Board and Calne Community Transport Group and her support of the Council. Mark Edwards at Calne Town Council for his work, expertise and advice on the Parish Forum and the Neighbourhood Plan Steering Group, Mark Stansby for his work on Calne Community Transport Group and last, but not least, the Clerk, for her support over the last 3 years.

Cllr Jim Cook proposed, and Cllr Baker seconded the following motion which was agreed unanimously:

Vote of thanks to the Chairman Ed Jones for his exemplary service to the community and Parish Council. Vote of thanks to the Clerk, Sarah Glen.
Without either, the Council will be the poorer.

Meeting ended at 9.20pm

DRAFT