

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

MINUTES OF THE CALNE WITHOUT PARISH COUNCIL  
ZOOM  
TUESDAY 4<sup>th</sup> May 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	A
Marcus Lee	A	Matt Maddicks	A	Alan Malpas	P
Charlie Oram	A	Ioan Rees	P	Keith Robbins	P
Adrian Satchell	P	Barry Satchell	A	David Songhurst	P

Wiltshire Council Unitary Councillor (Calne Rural) Christine Crisp did not attend.

**1 Apologies**

Apologies received from Cllrs Kronig, Lee, Hislop, Maddicks, Oram and B. Satchell

**2 Public participation and Correspondence**

2.1 Public participation

A member of the public addressed the Council on Item 5 The licence application for the Pewsham requesting changes to the licence to reduce the times and days covered in the interests of reducing the noise that will affect local residents.

2.2 Correspondence

None.

**3 Declarations of Interest**

None.

**4 Minutes**

Cllrs Songhurst and Malpas asked for a correction to the minutes of 12<sup>th</sup> April item 12 Risk Management Schedule that the Council approved 6 months for a locum clerk not 3 months as shown. The Clerk could not verify the change having not been advised by any Cllr prior to the meeting of the error so required Council to vote that this confirmed their recollection of the decision made.

Proposed Cllr Cook

Seconded Cllr Rees

Agreed: That the minutes of the 12<sup>th</sup> of April 2021 item 12 be amended and initialled by the Chairman to show that the Council approved 6 months for a locum clerk if required and that the 3 months was a typographical error.

Proposed: Cllr Cook

Seconded: Cllr Malpas

**Agreed: That the Committee approve the Minutes of the meeting held on 12<sup>th</sup> April and as a true and fair reflection of the motions agreed by the Committee and the discussions that took place and that these be signed by the Chairman as such.**

Proposed: Cllr French

Seconded: Cllr A. Satchell

**Agreed: That the Committee approve the Minutes of the meeting held on 26<sup>th</sup> April 2021 and as a true and fair reflection of the motions agreed by the Committee and the discussions that took place and that these be signed by the Chairman as such.**

## **5 New Premises Licence Application - The Pewsham (Formerly The Lysley), Chippenham, Wiltshire, SN15 3RU**

Cllrs welcomed the work that is being done to renovate the pub and accepted the need for hospitality venues to diversify to remain viable. Cllrs discussed the detail of the licence application and the nuisance effect on local residents from the noise particularly from outdoor events and music. Suggestions to reduce the number of days that events could take place and reductions in hours were discussed. It was agreed that the drafting of the response be delegated to the Clerk in consultation with Pewsham Ward Councillors on the basis that the number of days for the licence be reduced and the hours for certain events be reduced so that loud events would cease at 11pm.

Proposed: Cllr Rees

Seconded: Cllr Malpas

**Agreed: That the Clerk be delegated to draft an objection to the licence application in consultation with Pewsham Ward Cllrs raising the aspects of concern discussed on the grounds of nuisance to local residents, but in supporting the reopening of the pub suggest that a reduction in times and days of operation may mitigate the nuisance and remove the objection.**

Other residents that had comments were asked to send these into the Clerk.

Cllr Baker abstained from the vote having lost internet connection for much of the discussion.

## **6 Calne Without Parish Council Internal Audit**

The Clerk reported that she was very pleased to be able to leave the Council with a confirmation from the auditor that it was operating properly. As the Auditor had not raised any concerns or recommendations for action the report only need be noted.

Proposed: Cllr Malpas

Seconded: Cllr Robbins

**Agreed unanimously: That the report from the Internal Auditor for the year 2020/21 be noted.**

## **7 Annual Governance and Accounting Report (AGAR) 2020/21**

The Clerk explained the AGAR document and that the auditor had agreed the figures shown in the Accounting statement. The clerk explained the reason for agreeing the period for the exercise of public rights as the documentation would need to be published by the new Council and the dates are important and publication on the noticeboards and website must take place no later than the 11<sup>th</sup> of June 2021.

#### 7.1 Section 1 Annual Governance Statement

The Council considered and approved a “yes” answer to all the statements with a “not applicable” to the last item.

Proposed Cllr Rees

Seconded Cllr French

**Agreed unanimously: That the Council considered and approved the answers to the AGAR Section 1 Annual Governance Statement 2020/21 and its signing by the Chairman and Clerk.**

#### 7.2 Section 2 Accounting Statement 2020/21

Cllrs approved the figures shown in the Accounting statement.

Proposed: Cllr Cook

Seconded Cllr Baker

**Agreed unanimously: That the Council considered and approved the AGAR Section 2 Accounting Statement 2020/21 and its signing by the Chairman.**

#### 7.3 Making provision for the Exercise of Public Rights

The Clerk asked Cllrs remaining on the Council to note the date on which the advertising of the exercise of public rights must take place.

Proposed: Cllr French

Seconded: Cllr A Satchell

**Agreed unanimously: That the dates for the Exercise of Public Rights be noted and the forms be completed with the appropriate contact details prior to being posted no later than the 11<sup>th</sup> of June 2021.**

### 8 Human Resources Committee

The minutes of the Human Resources Committee meeting on 14th April 2021 were circulated and the details of the payments approved.

Proposed: Cllr Robbins

Seconded: Cllr Rees

**Agreed unanimously: That the Council note the payment of £718.80 to Newsquest for the advert for the recruitment of a new Clerk.**

### 9 Motion Cllr Malpas

Proposed: Cllr Malpas

Seconded Cllr French

**Agreed unanimously: This Council wishes to place on record its' appreciation and thanks for the work of our Parish Clerk, Sarah Glen, over the period she has been with the council. She has made a significant contribution to the work of the council in ensuring business has been conducted effectively and efficiently, providing support and guidance and, as appropriate or necessary, seeking independent expert advice to ensure the council is best placed to consider and make prompt decisions. Her contribution cannot be underestimated and her decision to leave the council is much regretted.'**

Meeting ended at 8.15pm