

**Minutes of the Annual Meeting of Compton Bassett Parish Council
Held on Thursday, 11 May 2023
At 7pm in the Benson Hall**

Those Present: Cllr Szczesiak, Cllr Reis (CR), Cllr Barlow (JB), Cllr Waite (LW) Cllr Barnett (PB), Cllr Budge (EB), Cllr Lloyd-Davies (RLD), County Cllr O'Neill (AN), D. Zeitzen (DZ) (Clerk),

No members of the public attended

AGENDA

1/23 Apologies for absence None

2/23 Chairman's Report and welcome to Parish Councillors and County Councillor – the Chair's report was circulated before the meeting, see report at end of the minutes.

3/23 Election of Chairman plus signing of acceptance of office. Before the meeting DZ received a nomination for PS from each of the other 5 councillors. CR proposed PS be elected as Chair, JB seconded, unanimously agreed. PS agreed to continue as Chair.

4/23 Election of Vice Chairman plus signing of acceptance of office Before the meeting DZ received a nomination for CR from each of the other 5 councillors. JB proposed CR be elected as Vice Chair, PS seconded, unanimously agreed. CR agreed to continue as Vice Chair.

5/23 Councillors Signing of Acceptance of Office .
PS to sign acceptance of office 12.05.23, DZ to sign as witness
CR signed acceptance of office. PS signed as witness.

6/23 Casual Vacancy -Co-option of new councillor, Signing of Acceptance of Offer, Declaration of Interests Wiltshire Council, new email address
Rod Lloyd-Davies was welcomed as a new co-opted parish councillor by PS. RLD signed the declaration of acceptance of office, PS signed as witness. RLD's parish council email address has been set up.
Action: DZ to send RLD link and password so he can complete the Declaration of Interests form with Wiltshire Council

7/23 Councillors Roles and Responsibilities These will not change at present.

8/23 Minutes The Minutes of the Meeting held 14th March 2023 were circulated before the meeting. They were unanimously approved and signed by PS

9/23 Declaration of Interest in items on the Agenda EB re planning applications
PL/2023/00167 & PL/2022/09749 Yew Tree Cottage, Compton Bassett.

10/23 Receipt of Public Questions None

11/23 Audit 2022/23 The Internal Audit report from the internal auditor has been circulated to councillors and the internal audit document has been signed by the internal auditor.

12/23 Audit 2022/23– Annual Governance Statement has been circulated to councillors. PS proposed approving and signing The Annual Governance Statement. It was unanimously approved and signed off by PS and DZ

13/23 Audit 2022/23 – Annual Accounting Statement has been circulated to councillors. PS proposed approving and signing The Annual Accounting Statements. This was unanimously approved and signed off by PS and DZ

14/23 Audit 2022/23 – Certificate of Exemption has been circulated to councillors. PS proposed approving and signing The Certificate of Exemption. This was unanimously approved and signed off by PS and DZ .

Action: DZ to send Certificate of Exemption to external auditors PFK Littlejohn. DZ to pass all required audit documents to Adrian Elmer for posting on parish council website.

Documents 11-14 emailed to councillors before meeting

15/23 Finance and Accounts

a. Bank statement and Income & Expenditure as at 10 May £13,801.29 , Precept payment of £7000 received, Lloyds bank compensation of £46 received.

b Invoices Clerks salary £146.40 , HMRC £28.60 , Internal Audit £60.00, WALC subscription£100.97, Kennet Print newsletter £136, Clerk Ink cartridges £33.90

All unanimously agreed.

Action: DZ to set payments up. LW,PS or JB to release

Councillors Handbook invoice not yet received

Donation towards village Coronation cream tea- no donation required as costs covered by donations on the day.

Benson Hall Annual Hire Invoice £84 approved by email and paid 29.03.23

Clerk stationery invoice £2.50 approved by email and paid 14.03.23

Insurance Policy renewal 30 June 2023. DZ has obtained 4 quotes for a 3 year deal. The lowest quotes are from Community First and our present provider BHIB. The Parish Council unanimously agreed to take the lowest quote.

Documents item 15 emailed to councillors before meeting

16/23 Matters Arising Parish Steward Visits, the next visits are Thursday 29 June, Thursday 20 July. Any requests, please contact PB.

Rights of Way Audit LW this has now been completed.

Defibrillator Circuit website details – on going

Community Plan circulation – LW proposed copies are printed for main contacts PB seconded, unanimously approved.

Action: LW to get quote for copies of plan for circulation to VHC, PCC and main contacts (3)

17/23 Planning

PL/2022/06790 Fairholme Farm Compton Bassett SN11 8RB

Full planning permission application for

Situating of a mobile home to provide on site accommodation for our shepherd.

Comments by 10.11.22 Objection submitted by Parish Council. Ongoing

PL/2022/08092 Land adjacent to 53 Compton Bassett, SN11 8RH

Full planning permission application for Erection of dwelling

Comments by 30.11.22 Objection submitted by Parish Council. Ongoing

PL/2022/08810 2 The Breach, Compton Bassett, SN11 8SN Proposed porch to front elevation, single storey rear extension, loft conversion with front dormer and associated works. Comments by 21.12.22. Extension to date granted by Wiltshire Council. Objection submitted by Parish Council
Revised plans submitted to Wiltshire Council. Comments by 22 March 2022- Application withdrawn

PL/2023/00167 & PL/2022/09749 Yew Tree Cottage, Compton Bassett Alter existing outbuilding, replace garage and storage building and associated works. Comments by 9 Feb 2023 No comments from Parish Council.
Revised plans submitted to Wiltshire Council . Comments by 20 March 2022

PL/2023/01976 15 Compton Bassett, SN11 8RE Listed building consent (Alt/Ext) Refurbishment of existing failing roof of Outbuilding No comments from Parish Council. Approved with conditions

PL/2023/02491 14, Compton Bassett, Calne, SN11 8RE Apple tree - reduce and thin by 20% and prune away from phone lines No comments from Parish Council

PL/2023/02740 Lower End Farm Cottage, 74 Compton Bassett, Calne, Wiltshire, SN11 8SN Conversion of two existing dwellings into one. Removal of existing garage and conservatory and construction of new extensions to the front side and rear. Comments by 15 May 2023. After discussion it was unanimously agreed to submit a comment with request that building materials are in keeping with surrounding properties. **Action: DZ to submit comment to Wilts Council**

PL/2022/08378 Calne Quarry, Abberd Lane, Abberd, Calne, SN11 8TJ Minerals and Waste Application Variation of condition 2 of N/10/03280/WCM (Construction of a Field Conveyor and access track, retention of existing sand processing plant, stockyard, silt management area, weighbridge & access routes to allow sand reserves from Low Lane & Old Camp Farm to be processed at and distributed from Sands Farm Quarry)
Parish Council has requested extension of date for comments until 18.05.23 Draft letter of objection has been circulated to parish councillors by PS. It was unanimously agreed this should be submitted to Wilts Council **Action: DZ to submit letter to Wilts Council**

ENF/2022/00896 The Old School, Compton Bassett, Calne SN11 8RE Alleged unauthorised mature tree cut down to half the original size in a Conservation Area. **Action: AN will contact enforcement.**

18/23 Correspondence Waste material tipping in gateway- landowner has a waste licence – correspondent informed.

Wiltshire Council's response to National Planning Policy Reforms -Noted WALC newsletter - Noted

Quarterly performance report PCC Wiltshire & Swindon - Noted

Calne our Community Matters - Noted

Compton Bassett Village events - Noted

Water leak – spring by Rosemary Cottage- Highways informed

Action: LW to send details to AN, who will contact Highways

Monique Hayes has left Hills Group- new contact is Alex Henderson – Noted

Invitation to All Things Roads Calne Community Area – to be chaired by AN – PS and EB to attend

Wiltshire and Swindon Prepared Community Emergency contacts in each parish
Noted

All above circulated to councillors before the meeting.

19/23 Meeting Dates April 2023- March 2024 Date for Annual Community Meeting 2024 to be agreed. **Action: DZ to book date in village hall diary.**

20/23 Parish Councillors Handbook PS thanked LW for all his work on producing the updated handbook. Copies were circulated to parish councillors and the clerk to keep for reference.

21/23 Feedback from meetings LW The future of the running of The Village Hall Committee was brought to the attention of councillors and discussed.

22/23 Traffic Consultation SID monthly report and placement LW circulated figure before the meeting. Approx 1000 vehicles pass through the village daily. LHFig pavement request- withdrawn. The speed limit review is ongoing. LW briefly described an auto speed watch device that a nearby parish council uses. For discussion at next meeting as an agenda item.

23/23 Calne Without Parish Council financial distribution On going

24/23 Annual Community Meeting Wednesday 17 May 2023 7pm Free talk by Richard Ricketts, Beekeeping expert. Drinks and nibbles will be available.

25/23 Communications JB, a newsletter has recently been published, the next one will be published in approx. 3 months time.

26/23 Councillors Observations None

Date of next meeting: Thursday 22 June 2023 at 7pm

(Annual Community Meeting Wednesday 17 May 2023 at 7pm)

Compton Bassett Parish Council Chair's Report 2022-23

Compton Bassett Parish Council's standing orders state that the outgoing chair will chair the meeting until the new chair is elected, this is also covered by the 1972 act sub section 15(2) and 15(3) in respect of Parish Councils. More information can be found under the legal topic note LTN5 of the National Association of Local Councils. Parish, Town and Community Council Meetings

And also, it is the duty of the outgoing chair to give a report on the activities of the Council for the preceding year.

Firstly, I would like to welcome our two new councillors Edward Budge and Rod Lloyd Davis. I hope they find their roll has a councillor interesting. Also, a thank you for our County councillor Ashley O' Neil for his help during this past year also for attending nearly all of our meetings. And a thank you to Hailei Spencer who stepped down as councillor early this year

Planning applications.

The Hills appeal on the new conditions was refused. We are now awaiting on the next steps by Hills,

We have had a few applications on tree surgery etc. a application for a new house and extensions. Some of these or on going and we have no decision on some of them as of yet

And lastly, I would like to give a big thank you to all of the councillors for their support and work this last year and a very special thanks to Diane for hers.

PETE SZCZESIAK
Chair Compton Bassett Parish Council
May 2023

