

**Minutes of the Annual Meeting of Compton Bassett Parish Council
Held on Wednesday, 22 May 2024
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), D. Zeitzen (DZ)
(Clerk),

No members of the public attended

AGENDA

24/01 Apologies for absence County Cllr O'Neill (AN)

24/02 Chairman's Report and welcome to Parish Councillors and County Councillor – circulated before the meeting, see report below.

24/03 Election of Chairman plus signing of acceptance of office.
Before the meeting DZ received a nomination for PS from each of the other 6
councillors. JB proposed PS be elected as Chair, EB seconded, unanimously
agreed.
PS agreed to continue as Chair and signed the acceptance form, with DZ as
witness

24/04 Election of Vice Chairman plus signing of acceptance of office
Before the meeting DZ received a nomination for CR from each of the other 6
councillors. JB proposed CR be elected as Vice Chair, EB seconded, unanimously
agreed.
CR agreed to continue as Vice Chair and signed the acceptance form, with DZ as
witness.

24/05 Councillors Roles and Responsibilities These were discussed and
several amendments were made. See new list below which will be put on website

24/06 Minutes – The minutes of the meeting held 14th March 2024 were
circulated before the meeting. They were unanimously approved and signed by
PS.

24/07 Declaration of Interest in items on the Agenda None

24/08 Receipt of Public Questions None

24/09 Audit 2023/24 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.

24/10 Audit 2023/24 The Annual Governance Statement has been circulated to
councillors. PS proposed approving and signing The Annual Governance Statement.
This was unanimously approved and signed off by PS and DZ

24/11 Audit 2023/24 – 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

24/12 Audit 2023/24 – 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.

Documents 24/09 – 24/12 emailed to councillors before meeting

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.

24/13 Finance and Accounts

- a. Bank statement and Income & Expenditure £16,317.47 at 22 May 2024, Precept payment of £8,000 received.
£28 received from Benson Hall for inclusion in latest newsletter,
£28 received from the White Horse for inclusion in latest newsletter
- b. Invoices Clerks salary £152.00 (May), HMRC £38 (May), Stationery £2.55, Internal Audit (Rita Harris) £65.00, WALC subscription £100.19 subscription £100.19.

- b. Newsletter Invoice Footfall Direct £55.46, a big saving against previous supplier -approved by email and paid.

Defibrillator pads (1 set) plus charging stick £276.00

Clerk wages £152.00 and PAYE HMRC April £38. Already paid

Unanimously approved at earlier meeting and by email

Benson Hall increase in hire charges from £8 per hour to £10 per hour for 2024-25. Noted and accepted

PC Website direct debit payments Unanimously agreed monthly standing Order of £40 to remain at this level for financial year 2024-25

Documents 24/13 emailed to councillors before meeting

CR left the meeting

24/14 Matters Arising Parish Steward Visits re PB, no visit in May, next visit 6 June, Map of village RLD on going, Review of flood plan completed
The King's portrait now hung at Benson Hall, dog warden update – discuss with AN

Highway matters

Water leak – spring by Rosemary Cottage. being dealt with by Becky Chivers, Highways officer contacting Wessex Water

Flooding issue by Austins Farm and the pond. Becky Chivers contacting Wessex Water re small temporary pipe that was installed

Update Wilts Council land drainage team to CCTV whole of Compton Bassett, no date yet but on list of priorities. Ditch opposite 20 Compton Bassett has been dug out. Masonry job on water leak/broken pipe outside Rosemary Cottage marked as a priority.

Fire hydrant sign opposite southern boundary of no 57- Dorset and Wilts Fire & Recue hydrant technician to attend and investigate. DWFR have attended and defected hydrant as frame and cover damaged. Wessex Water are to repair, then a new post will be put in place. On Wessex Water list to repair.

CR returned to meeting

24/15 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

PL/2024/02662 2 New Cottages, Compton Bassett, Calne, SN11 8RE Proposed Single Story Rear Extension. Comments by 10.04.24

There were no objections. Comment submitted to Wiltshire Council. Approved with conditions

PL/2024/03144 - Proposed Works to Trees in a Conservation Area Address: Streete Farmhouse, Streete Farm, Compton Bassett, Calne, SN11 8RH Cypress - Remove Comments by 19.04.2024 No comments from parish council

PL/2024/03290 - Barn At Buttle Farm, Compton Bassett, Calne, SN11 8RE Conversion of a Redundant Agricultural Building to Residential Dwelling, Associated Parking, Drainage, Landscaping, Infrastructure, and Associated Works Comments by 17.05.24. Extension of time for parish council comments until 29.05.24. An in depth discussion was held about the application, it was unanimously decided to object to the application and support the objections lodged by CPRE **Action: EB to draft objection, DZ to submit to Wiltshire Council**

PL/2024/04122 Cedar House, Compton Bassett SN11 8RG fell cypress tree. Wiltshire Council confirmed tree classed as dead and dangerous so can be removed. Approved

Planning Inspectorate ROW/3329137 footpath 18 near The Freeth SN11 8RD. Footpath no 18 (part) & Bridleway no 5 (part) Compton Bassett Public Path Temporary Diversion Order 2023 . An Inspector will be appointed by the Secretary of State to determine the order. The start date for the order is 8 May 2024. Comments by 06.07.24 Compton Bassett Parish Council will submit comments

24/16 Correspondence Wiltshire Flooding Support Resources, Wilts Council news – investment in roads etc, Local Nature Recovery Strategy, Walc newsletters, Valencia Solar Farm consultation drop in event 15 April Cherhill village Hall, CPRE best kept village, SSEN Priority Services Register, Public meeting Future of Policing in Wiltshire 24 April Calne Town Hall, Burglary team Wiltshire Police, Wilts Council HRC Van and trailer permit scheme £20 from 13 May, Meeting to discuss next steps in transfer of assets Calne Without Parish Council Tuesday 7 May at 7.30 The Lansdowne Hall, Road repairs Lower Compton 3rd – 7th May, PCC election 2 May. Height of landfill, Wessex Community Energy Network meeting 16 May County Hall Trowbridge. All correspondence forwarded to councillors before meeting and noted

24/17 Feedback from meetings PS and EB attended the Calne Area Parish Forum, the 2025 boundary changes were discussed. LW and PB attended a VHC meeting, the VHC have purchased a new sign to go by the bench.

24/18 Neighbourhood Plan Review Ongoing

24/19 Traffic Consultation SID monthly report and placement. Extension of 30 and 40 mph speed limits through village now in place. **Action: JB and RLD to work on placement of new SID and pole, plus pole for current SID. When this is resolved then to start work on sourcing parish gates.** Parish councillors also to discuss with AN the way forward with Speed watch in the new 40mph zone.

24/20 Calne Without Parish Council financial distribution Ongoing

24/21 Annual Community Meeting Wednesday 15 May 2024 7pm review Jonny Cooper gave a very interesting and informative talk on tree sparrows. Although the community meeting was advertised in the Compton Bassett Matters newsletter, also on parish council website and village notice board it was poorly attended. It was unanimously agreed that leading up to the 2025 meeting it should be highlighted more to residents.

24/22 Clerk Annual Appraisal **Action: JB to carry out appraisal in June**

24/23 Communications JB and LW have circulated a newsletter recently.

24/24 Councillors Observations PS has been approached about the state of 2 rights of way. Councillors had walked the land today, pathway 2 is passable, the landowner responsible for pathway 3 is not in Compton Bassett Parish

Meeting closed at 8.45pm

Date of next meeting: Thursday 27 June 2024 at 7pm

Compton Bassett Parish Council Chair's Report 2023-2024

Compton Bassett parish council standing orders state that the outgoing chair will chair the meeting until the new chair is elected, this also covered by the 1072 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

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 thank all of the councillors for their input into the Parish council this last year.

It has been a busy year, we eventually got the extension of the speed limit, thanks to our county councillor Ashley O'Neil pushing it for us with Wiltshire council.

We have had a few planning applications to deal with, with satisfactory outcomes, also applications for tree surgery.

We are still awaiting Hills to agree the planning conditions on the Freeth farm sand extraction application.

Once again thanks to all of the councillors for their support and thanks to our Clerk Diane for hers.

Cllr Pete Szczesiak (Chair 2023-24)

Parish Councillors Roles and Responsibilities May 2024

Cllr Szczesiak

Chair, Calne Area Parish Forum, Hills Liaison Committee, Legal Duties, Cheque Signatory, On Line Banking Authority, LHFig, Road Safety, Neighbourhood and Farm Watch, Statutory Governance, Statutory Communications, Calne Area Board

Cllr Reis

Vice Chair, Heritage, Neighbourhood and Farm Watch, Rights of Way Liaison

Cllr Barnett

Cheque Signatory, Parish Steward Link, Village Hall Rep

Cllr Waite

Heritage, Communications, including broadband, Website liaison, Village Hall Rep, On line banking authority, Rights of Way, Road Safety until hand over to Cllr Lloyd-Davies is complete

Cllr Barlow

Heritage, Road Safety, Communications, including broadband, Website liaison, Neighbourhood Plan, On line banking authority

Cllr Budge

Defib parts renewal and Circuit website details, Neighbourhood Plan

Cllr Lloyd-Davies Map of village, Hillis Liaison Committee, Road Safety