

BUTLERS MARSTON PARISH COUNCIL

MINUTES OF MEETING HELD WEDNESDAY 19th June 2019

Present: Mrs. D. Burman (D.B.), Mrs. J Mitchell-Hilton (J. M-H.),
Mrs. J. Young (J.Y.), Mr. S. Corpe (S.C.), Ian Crockett (IC),

Apologies: None

Minutes of previous meetings: These were read, agreed and signed by the chair.

Matters arising: None

Correspondence : Nothing received by post which required a reply or response.

It was agreed that for a trial period, the clerk would copy councillors into ALL emails received.

To be reviewed at the next meeting.

Finance:

The following expenditure was agreed unanimously:

Item of expenditure	Amount	Proposed/seconded
Flowers for war memorial – reimbursement to Su Leaper	£9	I.C. / D.B

I.T./A.V. equipment:

It was agreed that a laptop for the exclusive use of the Parish Council was a priority. There are funds of £370 available; S.C. & J.M-H will research for the next meeting.

It was also agreed that a microphone & projector would be useful public meetings. It was suggested that the P.C.C. be asked to consider a joint purchase. J. M-H will research for the next meeting.

AGAR:

The clerk reported that that notice regarding the exercise of public rights to inspect the accounts had been published on the website & placed in the village notice board

Road markings B4451/junction of Fish Lane & b4451/school bus pick up & drop off:

It was agreed that the clerk should contact W.C.C. to enquire what the procedure is for making formal request & to arrange a site visit with W.C.C. highways department, on a Wednesday if possible.

Pavement resurfacing:

The clerk will contact W.C.C. about the poor standard of the recent resurfacing work.

Hedgerow on the main road (former school site):

The clerk reported that the hedge had been trimmed back.

D.B. would speak with Mr. Prickett who had raised the matter.

The overhanging hedge next to the bus stop was discussed. The clerk will liaise with Orbit housing to see if they can arrange for the hedge to be cut back.

It was suggested that a group of volunteers could be set up to carry out such works in future. The clerk will check with the Parish Council's insurers about public liability cover.

Social media policy:

Some Parish Councils do have a Facebook page; it was agreed that one would be useful, possibly a noticeboard for the Parish Council to keep villagers residents better informed.

A policy/protocol would be required; the clerk will check if W.A.L.C. has any relevant publications/information.

E-mail addresses:

It was agreed that "dedicated" email addresses for the clerk and chair should be set up. J M-H will research linking these to the village website.

All councillors agreed to have their email addresses/addresses/land line 'phone numbers included as part of the information about Parish Councillors on the website & village noticeboard.

WALC site log on details:

The clerk gave details of user name & password.

Action points/minutes of meetings deadlines:

It was agreed that a note of agreed action points would be appended to the minutes.

It was agreed that draft minutes would be distributed within two weeks of a meeting.

Neighbourhood plans/SDC guidance:

The clerk will liaise with S.D.C. to arrange for a speaker to attend a future meeting.

Proposed poultry unit:

It was agreed to write to Mr. Forsyth asking him to withdraw the Environment Agency application for an environmental permit for the proposed unit. This had been agreed to by Mr. Forsyth at a meeting with D.B. and I.C. but the application was still “live” at the time of the meeting.

A draft letter was discussed . An agreed version would be e-mailed to Mr. Forsyth asking for a response by 21st June.

In the event of the application not being withdrawn, the clerk would prepare a response for the Environment Agency’s consultation.

It would be circulated and agreed before submission on 28th June.

Dates of future meetings were set for 14th August, 16th October & 27th November, starting at 7:30 pm in the church.

AOB:

It was agreed that in future any non agenda items would be discussed under this heading “for information only” and no decisions would be made on non agenda items.

S.C. distributed copies of the WALC “Flying start” packs from a recent training event.

The meeting closed at 9:45 pm

Action points agreed

D.B. to email Hugh Forsyth re Environmental permit withdrawal
to speak to Mr Prickett re old school hedge

I.C. to speak to builder re bus shelter repairs

S.C. to distribute media policy guidelines
to research Parish Council laptop
to liaise with clerk re website

J M-H to research microphones & projectors
to research website email addresses