

# East Knoyle Parish Council

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## Draft Minutes of the Parish Council Meeting, 14<sup>th</sup> May 2019 at 7.35pm East Knoyle Village Hall

Present-Cllrs Hyde, Bateman, Southerden, Campbell, Coffin, Tait, McCarthy, Campbell

Members of the public- Joan Claydon, Bob Bourne, Georgia Tenant, David McNanney.

- 1 **Apologies for Absence.** Cllr Scott-Bolton, Small, Hoar.
- 2 **Notices of Interest-** Rob McCarthy, planning application 19/03749/ful.
- 3 **PUBLIC OPEN FORUM** – Joan Claydon expressed concerns over the condition of some of the archive material currently stored in the village hall and in her home. Joan considered that some material may need to be digitized or protected with plastic sheets. Joan also reminded the PC members that an archivist would be needed to supervise the archive material in the future. Deb Bateman agreed that the newsletter would carry a request for someone to come forward. It was also agreed that the Chippenham Heritage Centre would be contacted with a view to asking for advice on the long-term protection of the archive material.  
Bob Bourne, who was part of the team responsible for the upgrade of the play area, was concerned that the baby swings were very old and needed replacement. Bob also pointed out several other areas where maintenance was required. The Clerk advised that he had contacted Wicksteed Leisure who have provided safety and maintenance appraisals in the past and that they would be attending the play area within the next few weeks. Bob advised that money was available from several local sources and it was hoped any refurbishment work might qualify for R2 funding from WC.
- 4 **Minutes of Parish Assembly, Parish Council Meeting held on Tues 90<sup>th</sup> April 2019** – Signed as a true record.
- 5 **Matters arising-** Neil Southerden asked if there had been a conclusion to the planning appeal waiting; Sue advised that the appeal (Spring Cottage, Underhill ) had been rejected. Neil asked if there had been any further correspondence from Clouds Estate regarding the poplars. The Clerk advised that there had been no progress.
- 6 **Appoint Councillors to represent PC in matters relating to Finance, Village Hall, Shop, Web Site, Highways, Common Lands and Planning** The following PC members volunteered to represent these interests.  
Village Hall- Alistair Campbell.  
Village Shop – Ian Tait.  
Highways, Web Site – Rob McCarthy.  
Planning- Sue Dawson.  
Tim advised that he had received a letter of resignation from Ian Small from the PC. Ian has been busy with the demands of his new business; Tim thanked Ian for his five years of service to the community and thanked all other Councillors for their work. Clerk advised that he had asked Laura Hoar to consider taking over the Finance Role and Laura was considering this. The Clerk would also mention the PC vacancy in the newsletter.
- 7 **Chairman’s Report** - Tim Hyde thanked the Clouds House management team for their excellent presentation at the Parish Assembly. Tim noted the receipt of a cheque for £400 for the hire of the marquee, He then read out the Hindon School annual report (copy on file} from Foundation Governor Mrs L Miskin. 25% of the pupils attending the school were now from East Knoyle and the school had received a “Good” grading from the recent

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Ofsted inspection and report. Rob McCarthy agreed to join the KHG Wall group, which now consists of Rob, Ian Tait, Laura Hoar and Tim Scott – Bolton. Tim advised that most of the notices placed of FP40 had been taken down and that the farmer had called the dog warden. Trees in KHG had been cut down in line with planning application and the wood was available for collection by residents.

**8 Planning Applications-**

19/03408/ful- Bennets Cottage, The Street. Supported ,7 in favour, 1 abst , Prop Laura Coffin, Sec R McCarthy.  
19/03749/ful- Pear Tree Cottage, The Green. Support Unanimous, Prop Ian Tait, Sec Alistair Campbell.

**9 To approve accounts for year ended 31<sup>st</sup> March 2019 prepared and circulated by Clerk and vote to opt out of national audit for 2018/2019.** Bank Reconciliation and accounts were signed off by Chairman after the annual governance statement was read out by the Clerk. The Clerk then explained the audit opt out option for smaller councils with a turnover of less than £25k p/a. After a short discussion it was agreed that the PC would opt out of the national audit this year; it was understood that full documentation would be kept and publicised. The Chairman signed the opt out form.

**10 Vote to agree increase in Clerks Salary from £11.275/hr SCP 23 to £11.505/hr{2%} SCP 23 in line with national Pay awards from 1 April 2019.** Prop Laura Coffin Sec Sue Dawson, vote unanimous.

**11 Bridget Wayman** – Not present.

**12 Parking at the Fox and Hounds.** Tim Hyde ran through historic parking issues at the Green and gave details of the plan to place a row of 8x 8 inch posts into the ground at the rear of the parking area to stop access onto the grassed area. Rob McCarthy was looking forward to a fuller discussion and vote on alternative plans /costs. These costs and the estimates gathered and would be assessed and voted on at the June meeting.

**13 Discuss problem of Japanese Knotweed on Common Land following representations from residents.** – Clerk advised that a letter had been received from Julian Gordon who was very concerned by the possible spread of Japanese Knotweed currently present on common land bordering his home. Clerk advised that WC had successfully treated a small patch at the bottom of Sandpit Hill but that further patches remained. Rob McCarthy had notified WCC of the location of these patches of knotweed and they were to be inspected prior to treatment. It was agreed that the PC would fund the purchase of the chemicals necessary to treat the knotweed in areas not covered by the WC work and that this work would be carried out appropriately in the Autumn. Clerk to organize.

**14 Village Hall Report- Alistair Campbell** – Alistair reported that work on the Village Hall windows had started and that the date of the Village Flower and Veg show had changed the earlier date of July 27<sup>th</sup>. VH AGM on 15<sup>th</sup> May.

**15 Highways and Web Site Report-Rob McCarthy** – Rob reported that the white lining program around the village had been completed. The web site hosting would switch to a new supplier with a cost saving for the PC.

**16 AOB-** None.

Meeting Closed 9.30pm

Signed as a true record.....Chairman.....Date

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Kevin Stow

Clerk to the Council

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