



Horningsham Parish Council

Minutes of the meeting of Horningsham Parish Council - Wednesday, 12th September 2024.

Chairman – Councillor. Elizabeth Glover.

Present: Councillors. Elizabeth Glover (Chairman), George Williamson, Stephen Crossman, Vice Chairman, Ken Windess, John Radley, Matt Simpson, Annemarie Green.
Parish Clerk. Sara Elston.

Public Question Time:

Two members of the public were present. No members of the press or media were present.

It was noted that Longleat Estate will be hosting a drop-in session at Horningsham Village Hall on the 24th of September as an opportunity for residents to meet the faces of the Estates team.

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- 24/100** **Acceptance of apologies for absence.**
None
- 24/101** **Declarations of interest and dispensations.**
None
- 24/102** **To receive and sign the minutes of the full council meeting held on Thursday 30th of August 2024 (previously circulated).**
Resolved: Minutes were a true record of the meetings decisions.
Proposed: Councillor Williamson
Seconded Councillor Simpson.
- 24/103** **Chairman’s announcements.**
Sara Elston has accepted the role of clerk.
- 24/104** **Appointment of new clerk.**
Noted: Cllr. Glover confirmed Sara Elston has accepted the role of Parish Clerk commencing 02.09.24 As agreed by the staffing committee, Sara Elston is employed to work six hours per week, £18.50 per hour.
- 24/105** **Casual vacancy, Co-option.**
Resolved: One candidate applied – Bruce Martin.
Candidate Bruce Martin’s application has been accepted.
Proposed: Cllr. Green
Voting was in favour

24/106

Planning.

Ratify 'no objection' was made via email in advance of the meeting for the following application:
PL2024/06518 - Longleat Safari and Adventure Park. Temporary winter exhibit, parking and exhibitor accommodation.

Resolved: No objections.

Ratify 'no objection' was made via email in advance of the meeting for the following TREE applications.

PL/2024/06015 - 36 Newbury	PL/2024/06049 - 38 Newbury
PL/2024/06038 - Park Farm	PL/2024/06037 - 10 Hollybush
PL/2024/06036 - Royal Oak House	PL/2024/06034 - 26/27 Newbury
PL/2024/06017 - 42 Newbury	PL/2024/06016 - 48 Rowes Hill
PL/2024/06005 - 40/41 Newbury	PL/2024/06004 - 36 Newbury
PL/2024/06003 - 16 Gentle Street	PL/2024/06002 - 15 Gentle Street
PL/2024/06006 - 44/45 Newbury	PL/2024/05715 - 71/72 Church Street
PL/2024/05457 - Horningsham School	

Resolved: No objections.

Noted: that Clerk. Elston will share links to all tree applications in future agendas.

There were no decisions made by Wiltshire Council to be reported back to the Parish Council.

24/107

Parish Steward.

Noted: Cllr. Windess gave an overview of works completed by the steward which included the bug hotels and potholes. The Parish Stewards' next visit is to be on **24.09.2024**. Due to the impending wet weather, it was agreed the parish steward will concentrate on making sure all drains and gullies are clear. Paying particular attention to the drain by the church. Cllr. Glover requested for the parish steward to continue to fill potholes if he has time on each visit.

Noted: Cllr. Windess will liaise with the steward.

24/108

Grounds Maintenance.

Noted: Cllr. Windess gave a verbal report regarding the conditions of the village. There are still areas of dog poo, particularly on the common and Haskell's Lane. Clerk. Elston has been asked to get quotes for 2 x signs to remind people to clear up their pet's poo.

Noted: Cllr. Simpson and Cllr. Glover said there are negative comments on Facebook relating to tidiness of the village saying it looks scruffy. Clerk. Elston will monitor social media comments and report back at each meeting.

Noted: Cllr. Windess would like a large -scale map of the village produced and presented at each parish meeting for councillors to mark areas which need work in colour and using what-three-words locations.

24/109

Parish Council Notice Board.

Noted: Cllr. Windess gave a verbal report relating to works ref: 24/067 confirming recent work to the notice board has been successful and resolved condensation.

- 24/110 Defibrillator Checks.**
Noted: Cllr. Windess gave a verbal report to confirm the defibrillator checks have been carried out and he has received notification from the GWAS confirming this action had been taken. Cllr. Windess agreed to send emails from GWAS to the Clerk to add to monitoring reports and if needed, form part of ongoing exception reporting.
- 24/111 Play Area Routine Checks.**
Noted: Cllr. John Radley gave a verbal report relating to playground checks and confirmed all checks are up to date.

It was advised by the Clerk that the monitoring of checks should be recorded in an accessible shared document in one place. Cllr. Radley agreed he has this and will share with Clerk. Elston as soon as possible. When shared, Clerk. Elston will add to monitoring reports and if needed, form part of exception reporting.
- 24/112 RoSPA Inspections.**
Resolved: Cllr. Radley has not heard directly from RoSPA re, inspection date. Clerk. Elston to check emails for any confirmation.

Cllr. Radley confirmed repairs had been carried out two weeks ago in the play area but noted that the weeds in the tennis court may be noticed during the RoSPA inspection. The weeds are normally sprayed. Cllr. Radley felt that the RoSPA inspection template would not be of benefit as the Parish Council used its own version at the present time.
Cllr. Radley to share the checklist with Clerk. Elston to add to the compliance monitoring records ahead of next meeting.
- 24/113 Installation of Cock Road Bench.**
Noted: Cllr. Crossman gave an update on the new bench confirming it had been installed at a cost of less than £100. Cllr. Windess confirmed the bench is made from recycled tyres and has so far been well received and used.
- 24/114 Installation of Football Goal.**
Noted: Ref: 24/068 Cllr. Radley confirmed the goal has not been installed. Cllr. Seals has the nets and Cllr's. Seals, Crossman and Radley will work together to complete the set up by the end of September.
- 24/115 Teenage recreation – Basketball Hoop.**
Noted: Ref: 24/072 Cllr. Radley confirmed the contractor has not yet installed the Basketball Hoop and that it should arrive in October. Cllr. Radley to contact contractor and provide update at next meeting.
- 24/117 The Common.**
Resolved: Ref: 24/083 Cllr. Green has not been able to make progress regarding The Common and clarifying areas of responsibility due to taking on interim clerk duties. Cllr's. Crossman, Seals, Simpson and Windess to form a working party to liaise with Longleat to agree clear objectives for the future of The Common including:

Who owns / has responsibility for what on The Common?	Verge conservation	Car parking for residents
Car parking for the pub	Additional car parking space	Please do not park on the grass Signs
Low rail fencing	Tree succession planting	Ash Die Back
The Holy Oak	Sapling retention	Fruit trees
Orchard	Bulb planting	Christmas
Foot access	Bramble and nettle control	

24/118 Mobile police station visit.

Noted: Cllr. Glover confirmed the PCSO will be at the village hall on Tuesday 24th September from 1 pm for at least two hours. The PCSO has said they may be able to stay a little longer until after the Longleat “Meet the team” event starts in the village hall at 4pm. Members of the council to attend the Longleat as representatives of the Parish Council.

24/119 Community emergency plan.

Resolved: Cllr. Simpson reported he is working on the parish council plan which involves the village response to extreme weather conditions including the monitoring of grit bins. Cllr. Simpson to liaise with Clerk. Elston about the plan to understand what is left to be completed. Once completed this will be brought back to council for approval.

24/120 Bulb Planting Project.

Resolved: Cllr. Simpson gave an update on his plan for 24/25 planting which includes: Planting the Common this year with snowdrops in a natural pattern and in 2026, this will be done again with Crocus’. Longleat have agreed to this plan and a budget of £300 had already been agreed. Cllr. Simpson will liaise with Longleat regarding the hedges and maintenance going forward.

24/121 BT Phone Box/Art Trail.

Resolved: Cllr. Simpson gave an update regarding the Art Trail Ref: 24/091 and agreed to liaise with the Village Hall committee as this could be something they wish to be involved with on a larger scale. It was noted that Clerk. Elston should check the Parish Council’s insurances to see if any art displayed in the BT Phone Box will be insured.

24/112 Approval and Signing of Accounts for June, July and August.

Resolved: Cllr. Windess gave an update on the accounts to date and confirmed there is £10,500 in the bank account.

Cllr. Windess confirmed regular payments have been moved to direct debits including IONOS and Cloudy IT.

Cllr. Glover has been liaising with Coudy IT and we now have a dedicated ticket service for support and training will be provided so all councillors can utilise the software available.

Cllr. Windess presented invoices for approval which were signed by Parish Council signatories Cllrs. Seals and Williamson.

Invoice Date	Bank Ref	Description	Total
03.06.24	179294500	Country wide Grounds June	£1,060.38
03.06.24	Multi Pay Card	IONOS Website	£20.39
03.06.24	Multi Pay Card	IONOs new website	£1.20
03.06.24	Multi Pay Card	Multi Card Fee	£3.00
08.07.24	Awaiting papers	SJ Plastic storage boxes	£28.00
12.07.24	Awaiting papers	Clerks Wages	£546.00
16.07.24	Multi Pay Card	IONOS Website	£20.39
16.07.24	Multi Pay Card	IONOs new website	£1.20
16.07.24	Multi Pay Card	Multi Card Fee	£3.00
25.07.24	DD	HMRC0000387225	£10.40
29.07.24	773306496	Fly Screen Noticeboard	£6.99
29.07.24	654467997	Cloudy IT 04098 July	£119.30
29.07.24	579970	Country wide Grounds July	£1,060.38
29.07.24	409530509	Screwfix Noticeboard/Bench Seat	£70.88
22.08.24	Multi Pay Card	IONOS Website 25.07.24 25.08.24	£1.20
22.08.24	Multi Pay Card	Multi Card Fee	£3.00
22.08.25	Multi Pay Card	IONOS Website 06.08.24 06.09.24	£20.39
22.08.24	Multi Pay Card	Multi Card Fee	£3.00
22.08.24	674104705	Cloudy IT 04399 August	£251.30
22.08.24	141076876	Bramble & Wild - Flowers	£50.00
16.08.24	Multi Pay Card	IONOS Website	£20.39
16.08.24	Multi Pay Card	IONOs new website	£1.20
16.08.24	Multi Pay Card	Multi Card Fee	£3.00
12.08.24	B/P Awaiting papers	Clerks Wages	£546.00
22.08.24	60614827	Country wide Grounds August	£1,060.38
22.08.24	42932310	LJM Carpentry - Bus Stop	£2,500.00

24/113

Correspondence Received.

Resolved: Cllr. Glover asked the councillors to read and not delete items in the FYI Inbox regularly and ahead of all meetings to keep up to date with general correspondence. Nothing else noted at today's meeting.

24/114

Wiltshire Council Consultation on its draft Gypsies and Travellers Development Plan.

Resolved: Cllr. Williamson explained this consultation is not very active **For Horningsham** and if we had any objections, they would need to be significant legal and technical nature and supported by evidence. The Parish Council would need to engage a lawyer. It was recommended by Cllr. Williamson that we do not respond.

Proposed: Cllr. Williamson

Seconded: Cllr. Seals

Notice of items to be taken into consideration at the next meeting.

Resolved: None

Meeting closed 9.14pm

Date of the next Parish Council Meeting:

Thursday 24th October 2024 at 7 pm. Horningsham Village Hall. All welcome.

Signed..... Date