



Minutes

Meeting: Horningsham Parish Council
Place: Horningsham Village Hall, BA12 7LL
Date: Thursday 24th October 2024
Time: 7.00 pm

Members Present:

Councillors. Glover (Chairman), Crossman (Vice Chairman), Green, Jones, Martin, Radley, Seals, Simpson, Green and Williamson and Windess. Clerk. Elston.

All Parish Council Meetings are open to the Public and Press

Public Question Time

One member of the public was present. No members of the press or media were present.

It was noted that Longleat Enterprises will be extending the opening hours of their Festival Of Light event to 7.30 pm each day. The event runs across selected dates from 9th November 2024 to 5th January 2025. Full details are available on their website <https://www.longleat.co.uk/the-festival-of-light>

Longleat is in talks with Wessex Internet to determine what the village needs to do to have a Wessex Internet connection made available.

Longleat will maintain and cut back the edge of the orchard hedge to approx. 5'. Hedge cutting will start W/c 28/10/24.

24/1 Apologies – None received.

24/2 Declaration of interest or dispensations – None received.

24/3 To receive and sign minutes of the full council meeting on 12th September.

Noted: Amendment to the minute 24/100 raised by Cllr. Green - Chairman's announcement to include the appointment of Clerk. Amendment to the minute 24/114 - Consultation on the draft Gypsies and Traveler's Development Plan to include 'Cllr. Williamson explained this consultation is not very active **for Horningsham.**

Resolved: Minutes updates and signed as a true record of meeting resolutions. All in agreement.

24/4 Chairman's announcements – None to give.

24/5 Planning applications -

Application Reference	Site Address	Proposal
PL/2024/09299	Baycliffe Farm, Maiden Bradley, Warminster, Wiltshire BA12 7JH	Internal and external works associated with the conversion of former outbuilding, including part re-building of scheme permitted under listed building consent W/10/0749/LBC, to form a



		residential annexe and home office ancillary to the principal Baycliffe Farmhouse
PL/2024/08985	Baycliffe Farm, Maiden Bradley, Warminster, Wiltshire BA12 7JH	Conversion of former outbuilding, including part re-building of scheme permitted under planning permission W/10/00747/FUL, to form a residential annexe and home office ancillary to the principal Baycliffe Farmhouse

Noted: Cllr. Williamson gave an overview of the plan. Cllr. Crossman said he believes the above applications are resurrected from a previous application made some time ago by the previous owner and this recent application will complete the work started.

Resolved: No Comment.

24/6 Planning decisions – None received.

24/7 Parish steward

Noted: Cllr. Green informed the members about a large hole in the ground near the old post office. Cllr. Windess to liaise with Steward to find out if this is a job for him to carry out or if we need to assess it and manage the work ourselves.

Cllr. Windess to take photos and gather 'What three words for all jobs going forward to be marked on the Parish Online mapping by Clerk. Elston.

Cllr. Windess to update the Stewards list of jobs to include: 2 x Bug Hotels (to be done when time permits) Pottle Street, potholes and Newbury potholes.

24/8 Grounds Maintenance

Noted: Cllr. Windess is very happy with the maintenance contractor's work.

Clerk. Elston gave an update regarding the offer of complimentary grounds work available from Countrywide Grounds Wiltshire.

Resolved: All members agreed the following works to be carried out free of charge by Countrywide: Strim area leading to the church and around the surrounding wall. Clear all weeds from the walls. Remove debris. If time permits, continue towards the school area.

Clerk. Elston provided costings ref: minute 24/108 - signage

Resolved: All members in agreement order 10 x signs at £4.59 each.

24/9 Defibrillator checks

Noted: Cllr. Windess confirmed that he has acted on the Defibrillator checks. Cllr. Windess to cc. the Clerk into all emails confirming a check is carried out so we can go forward with exception reporting.

Noted: Cllr. Jones is training to be a guardian of defibrillators.

24/10 RoSPA Inspections

Noted: Cllr. Radley confirmed RoSPA check has been done but he has not read the report due to PC issues. Clerk. Elston provided printed copies for Cllr Radley to take away and read.

Cllr Radley to read through both reports and confirm what work needs to be carried out in order



of priority with costs ahead of the December meeting.

Ref: minute 24/112 – compliance monitoring records have not been sent across due to PC issues. Cllr Radley is to send them to the Clerk by the end of November, together with a copy of the checklist being used.

It was noted that Cllr. Radley is also taking a refresher responder course next month.

24/11 Installation of football goal.

Noted: Cllr. Seals and Cllr. Crossman have not installed the goal due to brambles and the weather being too wet. Job to be completed ASAP.

24/12 Installation of basketball hoop

Noted: Ref: minute 24/155 – Hoop has been installed and inspection is to be added to the RoSPA and play area checklist. Clerk. Elston is to add Hoop to the asset list, check insurance will include the hoop and review the agreed communication regarding promotional sponsor (Fudge Trust) signage.

Cllr. Simpson to do a FB post to say the Tennis Court net will be going down until April 2025.

24/13 The Common

Noted: Ref: minute 24/117 Cllr. Crossman has asked Longleat for a meeting to discuss this and when the weather improves will work with Cllr. Green to form a working party to remove the bracken and clear brambles. Cllr. Crossman assured all members that no saplings or trees would be damaged.

Clerk. Elston to check if insurances cover people carrying out work in the village and if Risk Assessments are required.

Cllr. Windess noted his disappointment with the tree being down.

Cllr. Glover is getting in touch with Leigh Haynes to discuss reclaiming The Common. Cllr. Glover to feedback at the next meeting.

24/14 Community emergency plan

Noted: Cllr. Simpson gave an update ref: minute 21/119 - No contact has been made with the Residents Action Group. Cllr. Simpson agreed to forward Clerk. Elston, a copy of the current emergency plan albeit, stated it is out of date.

Cllr. Simpson to create a series of FB posts to engage with the community and update the plan accordingly. Noted that consideration needs to be given to the loss of power and where in the village an assembly point would be. Ideally, where there will also be connectivity to make calls. Cllr. Crossman to get quotes by the next meeting for a generator to power the village hall. Cllr. Windess to find out who in the village owns a generator.

Cllr. Simpson will check all grit bins have been topped up and said he has plenty of salt available.

24/15 BT Phone box/Art trail

Noted: Cllr. Simpson gave an update ref: minute 24/121 - Confirmed the Art Trail is something the hall will be getting involved with and therefore the Parish Council do not need to consider. Costs would be £150 per individual or £210 per group.



Clerk. Elston confirmed that any property left in the phone box is not covered by parish insurance.

24/16 Approval and signing of accounts for September and October to date

Resolved: All in agreement

Noted: Cllr. Windess has set up Direct Debits for IONOS.

Opening bank balance £10,500

Closing bank balance £24,089.41

Invoice Date	Bank Ref	Detail	Payee	Total £
13/09/2024	DD		IONOS	1.00
13/09/2024	839510468	IT Contract	Cloudy IT	209.42
13/09/2024	693452680	Grounds Contract	Countrywide	883.65
25/09/2024	V54343582-63234785		IONOS	16.99
30/09/2024		Bank Charges	Unity Trust	18.00
17/10/2024		Clerk Wages – September	S Elston	384.80
17/10/2024		Clerk wages - October		384.80
17/10/2024		Clerk Expenses - September		26.00
17/10/2024		Clerk expenses – October		26.00
17/10/2024		Remembrance service wreath – paid back to SE as expenses		24.49

24/17 Remembrance service

Clerk. Elston gave an overview of plans. All in agreement.

24/18 The Holy Oak

Cllr. Glover to give verbal update regarding the Holy Oak Tree and discussions held with Longleat regarding the rescue of the tree. Members to note.

24/19 Broadband Connection

Members to note:

(1) BT is planning to replace the existing landline network with Digital Voice, whereby phone connection will be through broadband connection. George Williamson has attended a BT public information session to query how parishioners without mobile reception will have a connection if there is a power cut, and has received a partial answer, namely that a battery will be provided that will (in the short term) maintain power for the connection.

(2) Wessex Internet can provide improved broadband to rural areas in Wiltshire. If it is to do so, a community needs to register its interest, and Wessex Internet say that "The more interest we have in an area, the faster we might be able to bring our network to you". Parishioners can sign up on Wessex Internet's website - wessexinternet.com

24/20 Phone box near the Bath Arms: To be decorated for Christmas free of charge.

Resolved: All in favour.



24/21 Parish Council website

Noted: Clerk. Elston explained that the council website needs to be up and running to be able to display minutes, agenda and publish finances. The current site is contracted until April 2025 which means we are not able to change the platform. However, after 4 hours of working on the site it already looks much better and it is not as clunky and difficult to use as first thought. Cllr. Martin agreed to support the Clerk with the redesign within the constraints of the site. Clerk. Elston would like feedback on what members would like to see and have included on the website.

Cllr. Windess said he needed access to the website for billing and it has two monthly bills which Cler. Elston commented they are for marketing and hosting. Cllr. Windess suggested handing the billing over to the Clerk which Cllr. Glover said we are working towards.

Clerk. Elston gave an overview of the new look website being updated. Cllr. Glover suggested using images taken by the local community and Clerk. Elston suggested a photography competition for adults and children.

Clerk. Elston and Cllr. Martin to meet and discuss website requirements.

Thanks, were given to Cllr. Martin for offering to host a new website which the council declined.

24/22 Chairmans closing speech

Cllr. Glover requested whilst talking about websites and IT, all Councillors should regularly check emails.

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

Resolved: None

Meeting closed 8.45 pm

Date of the next Parish Council Meeting:

Thursday 5th December 2024 at 7 pm. Horningsham Village Hall. All welcome.

Signed.....

Date