

DAUNTSEY PARISH COUNCIL

www.dauntseyparishcouncil.gov.uk

3rd January 2024

Dear Councillor,

You are summoned to a **Meeting of the Dauntsey Parish Council**, to be held on **Monday 8th January 2024** commencing at **7.00pm** in the **Brinkworth Earl Danby's Lower School Hall, Dauntsey**. The Press and Public are welcome to attend the Meeting.

Yours faithfully,

Vivian Vines

Vivian A Vines MBE

FULL COUNCIL MEETING

(Agenda Items for decision are marked as such)

NOTICE OF MEETING – Public Notice of the Meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

PUBLIC QUESTION TIME: an opportunity for members of the public to address the Council on any Council matter before the formal meeting commences. (Limited to 10 minutes)

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES: an opportunity to put questions and receive information from the Wiltshire Councillor, if available, and Council delegated representatives for other organisations and functions. (Limited to 10 minutes)

AGENDA

1. **APOLOGIES:** To receive and agree Apologies from Council Members. **(to note) (For Decision)**
2. **DECLARATIONS OF INTEREST:** To note any Declarations of Interests in accordance with Dauntsey Parish Council's Code of Conduct and Standing Orders including any Dispensations required under the Code of Conduct. **(to note)**
3. **MINUTES:** To receive and sign as a true record the Minutes of the Council Meeting/s held on:
 - a) Parish Council Meeting held 6th November 2023. **(see attached Draft Minutes) (For Decision)**
 - b) Parish Council Planning Meeting held 4th December 2023. **(see attached Draft Minutes) (For Decision)**
4. **PLANNING:**

Planning Applications: To make observations on planning application consultations received. Prior to the consideration of each Planning Application, the opportunity will be given for Applicants and their Representatives and any other interested parties to address the Council. (Limited to 3 minutes each person)

 - a) PL/2023/10077 – Full Planning Permission
Construction and Operation of a Renewable Energy Park comprising Ground Mounted Solar Photovoltaics (PV) together with Associated Infrastructure, Access, Landscaping and Cabling Land West of Lyneham Substation, West of Dauntsey Lock, Wiltshire
For Exagen Development Limited **(see online) (For Decision)**

There are no further applications to consider at the time of Agenda publication. **(to note)**

Planning General: To receive notification of any Planning Decisions received and any amendments and updates to previously considered Planning Applications. To receive notification and consider any other Planning related matters, including updates on any Planning Applications that have not yet been determined and Planning Appeals.

- a) PL/2023/02136 – Removal or Variation of Condition
Removal of Conditions 4 and 5 of 20/03114/FUL to allow approved timber cabin to be retained permanent accommodation for an additional rural worker/manager
Olivemead Lake Fishing Holidays, Olivemead Lane, Dauntsey SN15 4JF
For Mr & Mrs Scott Wealthall **Approved with Conditions 8th December 2023**
- b) PL/2023/06398 – Full Planning Permission
Erection of Agricultural Building over Existing Cow Loafing Yard
Union Farm, Church Lane, Dauntsey, Wiltshire SN15 4HW
For A E & V Kidner **Approved with Conditions 22nd December 2023**
- c) Application Ref PL/2023/10237 - Prior Notification - Building
Prior Notification for Proposed New Agricultural Building
Little Smithcott Farm, Dauntsey, Chippenham, SN15 4JL
For WD & BP Rose & Son **Prior Approval Not Required 11th December 2023**
- d) Application Ref PL/2023/10441 - Prior Notification - Building
Prior Notification for Proposed New Agricultural Building
Little Smithcott Farm, Dauntsey, Chippenham, SN15 4JL
For Mr James Rose **Prior Approval Not Required 11th December 2023**
- e) Application Ref PL/2023/10442 - Prior Notification - Building
Prior Notification for Proposed New Agricultural Building to Form Roof
over Existing Silage Store
Little Smithcott Farm, Dauntsey, Chippenham, SN15 4JL
For Mr James Rose **Prior Approval Not Required 11th December 2023**

There are no further planning matters to report at the time of Agenda publication. **(to note)**

5. FINANCE: To note any financial matters, any receipts and payments made

a) Payments made since last Meeting **(see attached) (to note)**

Black Nova Designs. Gov.uk domain renewal	Inv 18695	08.12.23	£ 66.00
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b) Payments to be made **(see attached) (For Decision)**

S W Ambulance NHS Trust. Defibrillators Lease Renewal	Inv 1461	22.11.23	£ 3,360.00
Black Nova Designs. Website Hosting 24/25	Inv 19154	30.12.23	£ 100.80
Mr A Bond. Grass cutting and assoc works		13.12.23	£ 435.00
Steven Innes Plant Hire. Fingerpost installation	26.11.23 quote		£ 1,200.00

c) Receipts: There have been no receipts since the last Council Meeting. **(to note)**

d) To note Bank Account Balance/s: **(to note)**

Lloyds Account No. 02333109	21 st November 2023	£ 54,519.48
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e) Council Budget: To consider the Council Budget and Budget proposals for the Council Year 2024-2025 and required Precept.

The Council is required to submit any Precept requirement to Wiltshire Council by the 18th January 2024. At the 6th November 2023 Council Meeting Council Members were asked to consider Council spending plans and inform the Clerk of any suggestions for inclusion to, or exclusion from the existing budget to be included in the budget template. No suggestions

have been received at the time of Agenda publication.

The Council should always be mindful of the Government's views on the future of Local Government spending and the possibility that Parish Councils may one day be considered under capping and referendum requirements but there are no proposals being suggested at the present time.

The Council will also need to consider that Wiltshire Council will be continuing to reduce services and whether there will be a need for the Parish Council to carry out some of the tasks for the local community's benefit and in addition Wiltshire Council may well ask for further Parish Council financial support for any works proposed within the Parish, such as LHFIG Area Board requests.

The Council set their Precept requirement at £21,500.00 in 2023/2024 to retain the capital budget provision and to cover increased spending proposals. This was an increase of £500.00 on the 2022/2023 budget but with Council Tax Band D changes this increased the Parish Council Tax by only 24 pence per year.

Wiltshire Council Financial Planning has provided 2024/2025 Tax Base details, to assist the Council with their Precept setting requirements. Should the Council retain the existing £21,500.00 Precept using the new (264.27) Tax Base this would result in a £81.36 Band D charge. To compare, a Dauntsey property last year paid a £80.49 Band D charge, the Tax Base being (267.13) for that year. **(see attached)**

Council Members will need to agree suggestions for the forward Revenue Budget, which could review local services such as Rights of Way maintenance/Improvements/signage and also any potential savings they may wish to make.

Similarly, Council Members will also need to agree suggestions for the forward Capital Budget, in addition to those already discussed and agree any priorities.

A Budget Proposals 2024/2025 spreadsheet is attached showing this years Budget and the estimated End of Year outturn. This could change but includes the normal Capital set aside. The Excel spreadsheet is "live" and so Council Members can adapt the figures shown as the Options. **(see attached)**

The Options show increasing the Precept in £500.00 levels and also a stand still option. The stand still option, because of the change in Tax Base would result in an increase in Council Tax for the Parish Council element of £0.87 per year (87 pence).

Although a reduction in Council Tax may be welcomed by the Tax Payer, Council Members need to be mindful of the fact that it is good practice to agree a Precept that covers anticipated costs rather than set a deficit budget. However, the Council in order to limit Tax rises could agree to use some reserve funds to accommodate growth to cover a deficit budget. The attached spreadsheet also shows how each Option would impact on the Band D charge.

Based upon the assumed outturn for the Year End 2023/24, balances show a healthy position in case of emergencies and of course during the year the Council could agree to via some of the Capital funds to support Revenue spending if the need arose. **(For Decision)**

6. CLERKS REPORT: To note items received for decision, information, circulation and for future discussion and matters arising and updates from previous meeting/s

- a) **Autospeedwatch Devices.** To consider any updates, data recorded, including any further requirements and actions, including reporting. **(to note) (For Decision)**
- b) **Speed Identification Devices (SIDs).** To consider any updates and any further requirements and actions. **(to note) (For Decision)**
- c) **Wilts & Berks Canal Trust.** The Council was advised that a Branch Meeting would be held on Tuesday 21st November at The Rachel Fowler Centre, Melksham. The Agenda and Management Reports were circulated. To receive any updates. The date of the next Branch Meeting is Tuesday 16th January 2024 at the same venue. Since the Council has

- last met the Trust has advised of changes in management structure and December Management Reports. **(to note) (For Decision)**
- d) **Wilts & Berks Canal Trust.** The November and December 2023 online editions of the “On the Button” Magazine have been received and circulated. **(to note)**
 - e) **Wilts & Berks Canal Trust.** The Winter 2023, Issue 167, online edition of the “Dragonfly” Magazine has been received and circulated. **(to note)**
 - f) **Parish Council Database.** To consider any updates, including any further requirements and actions. **(For Decision)**
 - g) **Local Highway and Footway Improvement Group (LHFIG).** The next Meeting is scheduled for the 16th January 2024 to be held via TEAMS and details, including the link, will be provided in due course. **(to note) (For Decision)**
 - h) **Highway Fingerpost Direction Sign/s.** To receive any updates and to consider any further action. **(to note)**
 - i) **Wiltshire Council – Notification of Temporary Road Closures.** To receive any updates on the closure of the B4069 (Part) from its junction with Hollow Way, Bradenstoke to its junction with the B4122. **(to note) (For Decision)**
 - j) **Parish Award Scheme 2023-2024** To receive any updates and consider any actions required. The nomination forms are attached for information. **(see attached) (to note) (For Decision)**
 - k) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting was held on Thursday 23rd November 2023. To receive any reports and updates and any actions required. **(to note) (For Decision)**
 - l) **Wiltshire Council - Briefing Note 23-32.** The Council has received a Briefing Note in regards to the Response to recent Council Climate Action Scorecards. **(see attached) (to note)**
 - m) **Wiltshire Council - Briefing Note 23-34.** The Council has received a Briefing Note in regards to the Substantive Highways Scheme Fund Bid Application Process 2024/25. Applications for competing bids were to be submitted by Friday 15th December 2023. **(see attached) (to note) (For Decision)** * It is suggested that as this is a yearly invitation the Council use the next 11 months to consider proposals in readiness to submit.
 - n) **Wiltshire Council - Briefing Note 23-35.** The Council has received a Briefing Note in regards to the Wiltshire Christmas FUEL Programme Update. **(see attached) (to note)**
 - o) **Wiltshire Council - Briefing Note 23-36.** The Council has received a Briefing Note in regards to the Coronation Living Heritage Fund - Coronation Orchards **(see attached) (to note)**
 - p) **Wiltshire Council - Briefing Note 23-37.** The Council has received a Briefing Note in regards to the Wiltshire Simpler Recycling for Household and Business Recycling in England. **(see attached) (to note)**
 - q) **Wiltshire Council - Briefing Note 23-38.** The Council has received a Briefing Note in regards to the Wiltshire Vibrant Vacant Units Grants. **(see attached) (to note)**
 - r) **Bradenstoke Solar Park Community Benefit Fund (BSPCBF).** The Council has been notified that the BSPCBF, set up in 2017 to award grants to organisations, at their AGM in November 2023 agreed that they would temporarily extend their geographic scope for 2 years to include Dauntsey Parish. **(see attached) (to note) (For Decision)**
 - s) **Wiltshire Council – DEFRA’s Property Flood Resilience Repair Grant Scheme.** The Council has received details of the PFRR Storm Babet 2023 scheme. Details have been previously circulated to Members for onward distribution to interested parties. Details are attached. **(see attached) (to note) (For Decision)**

7. UPDATE ON STANDING ITEMS:

- a) Recreation Field – To consider ground and equipment maintenance and improvements.
 - i) The Recreation Field Working Group. To raise general issues and receive any updates **(For Decision)**
 - a) Recreation Ground Improvements. To receive any updates and consider any actions required. **(to note) (For Decision)**
 - ii) Council Member Inspection Rota. To raise general issues and receive any updates. **(For Decision)**

- iii) RoSPA Inspection 2023. The Council has received the Inspection Report. To consider and agree actions required. **(see attached) (For Decision)**
- iv) Willow Structure. The Council agreed to consider further following the article in The Parish Pump. **(see attached) (to note) (For Decision)**
- vii) General Works. The Council has considered resurfacing all soft safety play surfaces. To receive any updates. **(to note) (For Decision)**
- b) Notice Boards – To raise general issues and receive any updates. **(to note) (For Decision)**
- c) Flooding Update – To raise general issues and receive any updates, including Wiltshire Council Operational Flood Group North matters.
 - i) Highway ditches in the Good Monday's Farm area. The matter was to be raised with the Northern Area flood Group. To receive any updates. **(to note) (For Decision)**
 - ii) Network Rail Flooding request. The matter was to be raised with the Northern Area flood Group. To receive any updates. **(to note) (For Decision)**
 - iii) Flooding issues generally. The public meeting scheduled for the 4th December 2023 had to be cancelled at late notice. Opportunity could be taken to use the next Council Planning Meeting Hall booking for Monday 5th February 2024 if all interested parties found this acceptable. **(For Decision)**
- d) Parish/Community Website/Social Media – To receive any updates. **(to note)**
- e) Asset Register – To receive any updates. **(to note)**
- f) School Liaison – The Council received a copy of the latest Newsletter. **(to note)**
- g) Health & Safety Register – To receive any updates. **(to note)**
- h) Freedom of Information Act-Publication Scheme – To receive any updates **(to note)**
- i) Code of Conduct and Standing Orders etc – The Council has agreed to keep under review all Council Policies during the year. **(to note)**
- j) Wiltshire Council Malmesbury Area Board – The Area Board hosted a “Highways Matters” event on the 12th December 2023. To receive any updates. The next Area Meeting is scheduled for the 13th February 2024. **(to note)**
- k) Dauntsey Community Emergency Plan. To monitor and to consider any updates that may be required. **(to note) (For Decision)**
- l) Defibrillator Project. To raise general issues and receive any updates. **(to note)**
- m) Neighbourhood Watch/Community Safety. To receive any updates. **(to note)**
- n) Data Protection. GDPR – To raise general issues and to receive any updates. **(to note)**

8. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. To consider and update the priority Parish Steward works. Council links with the Steward are now Cllr Mrs R Gregory and Cllr A Bond. Parish Steward visit dates for the whole of 2024 have been received and distributed. Dates are 29th January, 28th February, 28th March, 29th April, 27th June, 25th July, 26th September, 28th October, 28th November and 20th December 2024. **(to note) (For Decision)**
- b) Rights of Way – To raise general issues and receive any updates. **(to note) (For Decision)**
- c) Highway Conditions and Maintenance - To raise general issues, including any updates. **(For Decision)**
 - i) Highway Maintenance Requirements. To raise general issues and receive any updates. **(For Decision)**
 - ii) Sodom Lane village entrance sign. To receive any updates following the last Council Meeting. **(to note)**
 - iii) Old Sodom Lane replacement sign. To receive any updates following the last Council Meeting. **(to note)**

9. COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING:

An opportunity to raise items and issues which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to a future Full Council Meeting. **(For Decision)**

- 10. DATE OF NEXT MEETING:** The next Full Council Meeting is scheduled for **Monday 4th March 2024 at 7.00pm** to be held in Lower School Hall. However, Members should note that **Monday 5th February 2024** is scheduled for a Council Planning Meeting at 7.00pm and Notice will be given if this Meeting is required. **(to note)**