

# Dilton Marsh Parish Council

**Clerk to the Council: Ms Nicola Duke**  
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Minutes of a meeting of the Parish Council held on **18<sup>th</sup> July 2019** at the Memorial Hall, Dilton Marsh at 7.30 pm for the transaction of the business shown on the agenda below.

**Present:** Cllr Hutt (Chair), Cllr Harris, Cllr Gibbs, Cllr Johnson, Cllr Poynton, Cllr Roberts, Cllr Irving, Cllr Morland., Cllr Jarvis and Cllr Short.

**In attendance:** Nicola Duke (Parish Clerk)

**Public Forum – None.**

2580	<b>Apologies for absence</b> Cllr Howells due to ill health, accepted.
2581	<b>Declarations of Interest and Dispensations to Participate</b> None.
2582	<b>Minutes</b> The minutes of the Meeting of the Parish Council held on 18 <sup>th</sup> June 2019 were approved for accuracy and adopted with one alteration to read 'in excess of £70,000' (proposed Cllr Harris , seconded Cllr Johnson).
2583	<b>Project and Action Updates</b> Members received a report on the status of projects and actions agreed at the June meeting of the Parish Council and noted that Wiltshire Council had been informed of the PC's decision regarding the Prince of Wales pub.
2584	<b>Parish Council reports</b> <ul style="list-style-type: none"><li>• Community Area Transport Group – Cllr Morland reported that there had been a meeting in July however there was no news on the metro count at Hisomley. The Chair would follow this up with Wiltshire Council. He reported that the 20mph speed limit review had been agreed with the 50% contribution from the parish council. The next meeting was confirmed as 27<sup>th</sup> September 2019.</li><li>• Memorial Hall – Cllr Harris reported that a new projector and screen had been installed. It was confirmed that instructions would be available once installation was completed and the equipment was up and running. The Chair reported that the Management Committee were looking into the provision of Wi-Fi and the acquisition of a television license. The back room had been decorated and carpeted. Cllr Harris reported that the Hall was looking for a new fridge.</li><li>• Highways and Parish Steward – the Clerk had no update. It was noted that Cllr Johnson was no longer the liaison member for this area of work, as had been listed on the agenda.</li><li>• Community Speed Watch – Cllr Hutt reported that sessions were still being carried out, although there was a limited number of volunteers. She reported that she and Cllr Harris were attending a neighbourhood meeting at the weekend and were still researching the purchase of a Speed Indicator Device.</li><li>• Dilton Rovers FC/ Dilton Marsh Wanderers FC– Cllr Hutt had circulated a report to members, which was noted. Cllr Morland suggested that this item be deferred as the information had not been circulated with 3 days' notice and also drew attention to the history of litigation on the field, which had been related to work carried out on the playing field. The Chair went through her report to clarify matters for members and a copy of</li></ul>

her notes are appended to the minutes for reference. Members noted that the purchase of topsoil at a cost of £51.99 plus vat would be required and approved this expenditure. It was noted that the issue with the trench would be referred to the September meeting of the Parish Council. Cllr Morland spoke to the history of the trench, reporting that this had not been designed nor installed to drain the football pitch but to deal with flooding. He also drew attention to the difference between adult and youth sport, expressing concern at the potential financial implications in supporting adult football. He also sought clarification on what would happen with the water and electricity bills, expressing concern at the potential risk to the Council if water was left running. The Chair confirmed that the football teams would be held responsible for the utilities and would be charged for their usage. The Chair reported that the pitch had been marked out by Mr Gunther. Members agreed that the football club could erect a temporary sign to direct teams to the pitch, with it being confirmed that football teams would be seeking sponsorship. Members noted their preference for sponsorships to be advertised in non-permanent ways. Members discussed some recent Facebook posts relating to the playing field and it was agreed that the PC would clarify the fields ownership and management arrangements. The Chair would draft some appropriate wording for general issue. Members discussed the purchase of a line marking machine and it was proposed by Cllr Irving, seconded by Cllr Jarvis and resolved to allocate the sum of £500 for the purchase of a line marking machine (LGMPA 1976 s 19). It was confirmed that a contract for the use of the playing field was being drawn up and would be circulated to members for comment and input.

- Neighbourhood Planning – Cllr Roberts that the questionnaires had all been issued. The return rate was looking to be 20%, with 200 or so being returned out of 900. The final figures would be confirmed at the next meeting and Cllr Roberts would send this out. The Steering Group was working on appointing help to carry out the analysis of the questionnaire and was planning to hold an open day in October. He reported the group had a new admin support officer, who was working on a voluntary basis.
- Dilton Marsh Primary School – Cllr Hutt reported on developments at the school and the reorganisation of the school office, reading an email from David Middleton by way of explanation. Consideration was also given to representation from the Council on the Board of Governors. This would be reviewed at a later date.
- Councillor reports:
  - Cllr Gibbs – reported that the new dog poo fairy signs had been received.
  - Cllr Jarvis – reported on her petition and the response from Highways England, with a response expected within 15 days.
  - Cllr Hutt – reported on the scheduled Family Fun Day, which would take place on 8<sup>th</sup> August 1.00 – 4.00 pm.
  - Cllr Morland – referred to the Local Plan meeting notes which had been circulated, noting that there had been representation at the meeting from Dilton Marsh had been from the Neighbourhood Plan Steering Group.
  - Cllr Irving – thanked Cllr Jarvis for her work on the aforementioned petition to Highways England

2585

**Planning applications**

- a) To resolve the Council's comments on applications received and not previously responded to as listed below – none at time of issue.
- b) Members agreed the comments to be sent to Wiltshire Council in respect of any planning applications received after 12 July 2019:

19/06495/FUL

Land Between 8 And 10, St Marys Lane, Dilton Marsh

Proposed Erection of a Double Garage on Residential Land, to Serve the New Dwelling Consented Under Application ref: 19/03045/FUL

			No Objection (proposed Cllr, Harris seconded Cllr Irving)																																
2586	<p><b>Planning decisions, appeals and enforcements</b> Members noted the planning and enforcement decisions, notices and updates as listed:</p> <p><b>Wiltshire Council Dilton Marsh 13 (part) Diversion and Definitive Map and Statement Modification Order 2019</b> – noted receipt of the Order (copy tabled).</p>																																		
2587	<p><b>Finance</b></p> <p>a) Council expenditure –expenditure as below listed was approved (proposed Cllr Hutt, seconded Cllr Irving).</p> <p>b) Financial Position Statement –the Clerk reported that the bank statement had now been received as the Chair had visited the bank to obtain copies and the FPS would be issued shortly. The bank had confirmed that the change of address had now been actioned.</p> <p>c) Grant application – members considered a request from Westbury Area Churches Together (copy previously circulated) and it was resolved to allocate the sum of £180 (proposed Cllr Irving, seconded Cllr Poynton) (LGA 1972 S 145).</p> <table border="1" data-bbox="367 842 1533 1457"> <thead> <tr> <th>Payee</th> <th>Detail and statutory power</th> <th>Amount</th> <th>Chq no</th> </tr> </thead> <tbody> <tr> <td>Clerks Salary</td> <td>July 2019 <i>LGA 1972 s 112</i></td> <td>£341.74</td> <td>1732</td> </tr> <tr> <td>Clerks expenses</td> <td>July 2019 <i>LGA 1972 s 112</i></td> <td>£45.99</td> <td>1733</td> </tr> <tr> <td>HMRC PAYE – Clerk</td> <td>July 2019 <i>LGA 1972 s 112</i></td> <td>£227.83</td> <td>1734</td> </tr> <tr> <td>ASK Grounds Maint</td> <td>Play area inspections and maintenance and grass cutting <i>OSA 1906 SS 9,10</i></td> <td>£230.00</td> <td>1735</td> </tr> <tr> <td>Kieran Thorburn</td> <td>Neighbourhood Planning support work <i>Localism Act 2011</i></td> <td>£104.00</td> <td>1736</td> </tr> <tr> <td>HMRC PAYE - Thorburn</td> <td>July 2019 <i>LGA 1972 s 112</i></td> <td>£26.00</td> <td>1737</td> </tr> <tr> <td>Cllr Angie Gibbs</td> <td>Reimburse dog signs <i>LGMPA 1976 S 19</i></td> <td>£178.92</td> <td>1738</td> </tr> </tbody> </table>			Payee	Detail and statutory power	Amount	Chq no	Clerks Salary	July 2019 <i>LGA 1972 s 112</i>	£341.74	1732	Clerks expenses	July 2019 <i>LGA 1972 s 112</i>	£45.99	1733	HMRC PAYE – Clerk	July 2019 <i>LGA 1972 s 112</i>	£227.83	1734	ASK Grounds Maint	Play area inspections and maintenance and grass cutting <i>OSA 1906 SS 9,10</i>	£230.00	1735	Kieran Thorburn	Neighbourhood Planning support work <i>Localism Act 2011</i>	£104.00	1736	HMRC PAYE - Thorburn	July 2019 <i>LGA 1972 s 112</i>	£26.00	1737	Cllr Angie Gibbs	Reimburse dog signs <i>LGMPA 1976 S 19</i>	£178.92	1738
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2588	<p><b>Playing Field</b> Members received a report from the Playing Field Working Group:</p> <ul style="list-style-type: none"> <li>Bins and benches – it was noted that there had been delays in obtaining quotations and booking work with Idverde and the Chair reported that she had met the contract manager and quotes would be issued. It was noted that one quotation had been received in the total amount of £780.00. It was therefore resolved, given the August recess, to allocate the sum of up to £1,000 for the works required to the bins and benches, with the contract to be awarded to be delegated to the Parish Clerk in association with the Playing Field Working Group (proposed Cllr Hutt, seconded Cllr Poynton).</li> <li>Containers refurbishment – it was noted that quotations had been previously sought but none had been acceptable to the PC. A further quote had been received in the amount of £1,300, which was noted to be within budget and was therefore accepted (proposed Cllr Hutt, seconded Cllr Johnson).</li> </ul>																																		

	<ul style="list-style-type: none"> <li>Replacement signs 'dog poo fairy' – it was noted that these had been received and Cllr Gibbs was thanked for her work in obtaining these.</li> </ul>
<b>2589</b>	<p><b>Parish Projects</b> Members received an update on the below listed projects:</p> <ul style="list-style-type: none"> <li>Noticeboards – the new noticeboard at Fairwood Lane had now been installed and members noted they were extremely pleased with it. The Chair reported that Westbury Shed would now look at the noticeboard outside of the Memorial Hall.</li> <li>Grit Bins and Litter Bins – the provision of grit bins would be considered in September.</li> <li>Highway Issues – an update on the 20mph assessment was given, which was confirmed to be commencing in September 2019. The Chair reported that speed watch sites had been approved at Tower Hill but not at Fairwood Road. No actions were required at the current time.</li> <li>Telephone Box – it was noted that suggestions for the uses of the kiosk had been sought via the Neighbourhood Plan questionnaire.</li> <li>Village planting – Cllr Irving reported that Fairfield College were planning to fund a wider variety of planting for the next season. This would be added to the agenda for the September meeting of the Parish Council. Cllr Jarvis spoke to the benefits of leaving some areas undisturbed as well as the planting of wildflowers.</li> <li>Newsletter – it was reported that the contractor booked for the external printing and distribution of the newsletter had not delivered on the PC's requirement. A copy of the revised template for the Dilton News was tabled. It was noted that the Council would revert to the previous distribution arrangements. Members were asked to notify the Clerk of areas in the parish which do not receive a newsletter, it was noted that Tower Hill and Fairwood Lane did not get copies. Members were asked to let the Clerk know of local printers. For the July edition, the newsletter would be printed with the usual printer and a cheque in the amount of £51.20 for Aspire Defence was therefore prepared. (Chq no 1739) (LGA 1972 s 111).</li> <li>Council email addresses were considered, with the costs involved having been circulated to members with the agenda papers. The Clerk was asked to look into whether there were any cheaper options.</li> </ul>
<b>2590</b>	<p><b>Correspondence</b></p> <ol style="list-style-type: none"> <li>Local Government Boundary Commission – Electoral Review of Wiltshire – Cllr Harris reported on the background and the resolution of the PC that it did not wish to be moved from the Ethandune Ward, a resolution which had been supported by Wiltshire Council. It was noted that the final decision was expected from the Boundary Commission in October 2019. Cllr Morland drew attention to information from Wiltshire Council relating to Community Governance Reviews, which had been circulated by the Clerk. He spoke regarding the potential outcomes of the consideration of this by Westbury Town Council.</li> <li>Wiltshire Search and Rescue – a funding request had been received and was tabled. Following discussion, it was proposed by Cllr Harris that the sum of £100 be donated, this was seconded by Cllr Short and resolved. (Chq no 1740) (LGA 1972 s 137)</li> <li>Wiltshire Council - Briefing Note 19-018 - Substantive Highways Scheme Fund – had been circulated and was noted.</li> </ol>
<b>2591</b>	<p><b>Meeting schedule</b> <b>Thursday 26<sup>th</sup> September 2019 at 7.30 pm.</b> It was noted that the Council would recess during August, with an extraordinary meeting being convened should this be required.</p>

There being no further business the meeting was closed at 9.10 pm.