

Draft Minutes of a Virtual¹ Meeting of Dinton Parish Council held on 20th April 2021.

This meeting was held using zoom.

Present; Cllrs Bennie, Fry, MacKinder, Rowitt, Smith and Southern.
In attendance; Mrs C Churchill (Clerk). Wiltshire Cllr Mrs Wayman. 2 members of the public.
Apologies; Cllr Grover

- There were no questions or statements from members of the public.
- Report from Wiltshire Cllr Mrs Wayman, Nadder and East Knoyle.
Wiltshire Council will start cutting visibility splays in mid May – the rest will be left until later.

Cllr Rowitt asked about the road over the railway (Catherine Ford Road), it is in a bad way and if not attended to soon could result in a road closure as the embankment is collapsing.
Cllr Wayman will make some enquiries regarding responsibility.

Cllr Southern noted that there had been recent grass cutting in the village.
Cllr Wayman thought this was more likely to be amenity grass cutting which is undertaken by id verde.
Cllr Wayman requested that WC Highways is kept informed regarding the daffodil planting.

Cllr Rowitt opened the meeting at 7.41pm and welcomed the two future Cllrs to the meeting.

1241. Apologies for absence were received from Cllr Grover (family).

Dinton PC resolved to accept the apology for the reason given.

Local Government Act 1972 s85(1)

1242. Council meeting minutes - to confirm and sign the previously circulated minutes of the parish council meeting held on 16th March 2021.

Dinton PC resolved to approve the previously circulated Minutes which were taken as read, without amendment, and will be signed by the Chairman.

Local Government Act 1972 sch 12, para 41(1)

1243. Declarations of Interest.

- (i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.
None declared.
- (ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.
None received.

Cllrs were reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date. *Localism Act 2011. S 33.*

1244. Exclusion of the press and public. To agree any items to be dealt with after the public, including the press, have been excluded under. Not required.

Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100

1245. Planning

(i) **New Planning website for Wiltshire Council.** The website has been changed and an email with a short video was circulated by the Clerk. The new site went live on 29th March.

Cllrs reported accessing issues.

Clerk to inform WC of this problem.

Clerk

(ii) **To respond to WC Planning on the following planning application;**

¹ In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

20/02310/FUL. 2 Rosery Court, Hindon Rd. Remove existing front door and infill opening, convert existing porch into enclosed external storage area. Replace existing window with new front door with oak framed porch over. Apply cedar cladding to storage area, garage doors and north elevation walls up to first floor level.

Dinton PC resolved to make no comment due to issues accessing the files on the new planning website.

(iii) To consider how to respond to any planning applications made after the publication of this agenda. There were none.

(iv) To note the following tree application.

PL/2021/03690. Dinton Salvage, The Belt, Dinton. 2 x Ash trees & 1 x Sycamore tree - fell (part of TPO Dinton 186).

This application has received consent for the reason of Dead, dying or dangerous.

Dinton PC resolved to note the application.

(v) Tree applications. To note any tree applications received after the publication of this agenda. There were none.

(v) Delegated Power regarding tree application. Clerk has not used the delegated power.

(vi) Breaches of deemed planning consent. To receive information relating to any breaches of planning within the parish. Please note that any person with concerns regarding planning breaches should contact the Local Planning Authority (WC) and report their concerns directly.

An issue has been reported regarding a large structure to the rear of a property in Catherine Ford Road. This has been reported to WC Planning Enforcement.

This is to be monitored and reported by the Clerk is necessary.

Clerk

1246. Code of Conduct for Dinton PC. The model code of conduct had been circulated with the agenda.

To adopt the Model Code of Conduct published by the Local Government Association.

Dinton PC resolved to adopt the Code of Conduct.

1247. Highways.

(i) To receive an update on issues raised at the July meeting regarding speeding.

Cllr Southern is still waiting to receive the details of those interested in taking part. Clerk will contact Cllr Grover asking for the information.

Clerk

(ii) Update on the request for traffic surveys in the parish. No update received.

Ongoing

(iii) Update on drainage at Catherine Ford Road. This remains an issue and is now a matter for Wiltshire Council.

Ongoing

(iv) To receive a brief report on the Speed Indicator Device. Cllr Smith reported the wind turbine is now installed and operational, however the wind direction isn't ideal and so it is only giving an extra 5 days.

(v) To receive an update on parking problems relating to NT car park. Cllr Rowitt has contacted the NT Warden as the issue remains and is becoming an issue for church goers as visitors are blocking church access.

Ongoing

1248. Elections 2021. The Notice of Candidates has been published.

Dinton has 7 seats and 6 candidates.

Therefore all candidates will be elected unopposed

There will be one vacancy which may be filled by co-option after the election.

The Wiltshire Council seat for Nadder has 3 candidates.

The election will take place on Thursday 6th May.

The polling station will be Dinton Village Hall.

There will also be an election for the Police and Crime Commissioner.

All the notices have been displayed on the three parish council noticeboards.

Dinton PC wished to thank Cllr Bennie for doing the noticeboard by the School which is now back up.

To confirm new Cllr packs

Dinton PC resolved that all Cllrs (after the election) will be given a USB memory stick loaded with documents. These USB sticks will remain the property of Dinton PC, the Clerk will ask each Cllr to sign for the stick before it is handed over, the stick is to be returned to Dinton PC when the Cllr leaves.

Clerk to purchase USB sticks, maximum total cost of £40.

All Cllrs staying on Dinton PC were asked to provide a photo and a brief pen portrait for Cllr Southern to put in the newsletter.

All Cllrs

It was noted that new Cllrs will need to provide a photo for the website.

1249. Council meetings after 7th May 2021.

On 26th March the Govt announced that it would not be extending the legislation allowing councils to meet remotely.

It also updated the advice on meetings.

- (i) To confirm the date of the May meeting.
Dinton PC resolved to meet on Tuesday 11th May as previously agreed.
- (ii) To delegate power to the Clerk to call the May meeting depending on the outcome of the legal challenge.
Dinton PC resolved to delegate power to the Clerk to call the May meeting.

There is a consultation asking for views on remote meetings, details of which have been circulated.

- (iii) To confirm the response to the consultation for Dinton PC.
Dinton PC deferred this response, Clerk to recirculate the consultation so it can be completed at the May meeting.

1250. Community Litter Pick. This year the Great British Spring Clean is being held from 28th May – 13th June, Wiltshire Council will support the event and collect bagged waste collected during the litter pick.

- (i) To confirm that Dinton will take part in this event.

Dinton PC resolved to take part in the Great British Spring Clean.

- (ii) To confirm the date for the litter pick.

Dinton PC resolved to hold this on 28th and 29th May from 10am – midday.

To be advertised on the community pages.

To confirm meeting venue – the preferred venue is the Recreation Ground.

Cllr Rowitt has the long handled litter pickers.

- (iii) To confirm who will be in charge of the event.

To be confirmed at the next meeting.

1251. Parish Bus Shelters.

(i) To consider maintenance required on the parish bus shelters.

- The Pound (wooden shelter).
- Opposite Sandhills Road (thatched shelter)
- Spracklands (wooden shelter)
- Nr Little Clarendon (stone shelter)
- Four Corners (stone shelter with tiled roof).

This item was deferred to the June meeting.

(ii) **Cleaning of the Bus Shelters.** To consider commencing the cleaning of the bus shelters now that lockdown 3 has ended.

Dinton PC resolved that this should restart, Clerk to contact and confirm frequency.

Clerk

Finance

1252. Year ending 31st March 2021.

- (i) To note the balance of the accounts.

Opening balance £10,045.35

Total receipts £13,907.34

Total payments £12,695.30

Balance £11,257.39

This includes ring fenced / committed monies totalling £6,767.45, leaving an available balance of £4,489.94.

The balance of the bank accounts is £11,916.01 which includes uncleared funds of £658.62

Dinton PC resolved to note the financial information, there were no questions.

- (ii) To confirm the Internal Auditor for 2020/21.

Dinton PC confirmed the Internal Auditor as Mr Moore, Clerk to arrange the Internal Audit.

Clerk

- (iii) To confirm the Asset Register for 2020/21
Clerk to add the wind turbine for the SID. Clerk
Cllr Fry currently has the projector and is willing to keep hold of it,
Dinton PC resolved to confirm the Asset Register with the addition of the wind turbine.
- (iv) To confirm the Ear Marked Reserves for 2020/21
Dinton PC confirmed the EMR.

1253. Year ending 31st March 2022.

- (i) To note the balance of the accounts.
Opening balance £11,257.39
Total receipts £ 0.08
Total payments £ 0.00
Balance £11,257.48
Dinton PC resolved to note the financial information, there were no questions.
- (ii) To note the current budget / spend.
Dinton PC resolved to note the budget / spend, there were no questions.
- (iii) To note payments made since the last meeting. None made.
- (iv) To confirm the installation of the two litter bins.
Dinton PC asked the Clerk to write to the NT and ask if they will install the litter bin. Clerk
Cllrs will look at ways of attaching the second bin to the bus shelter.
- (v) To authorise terms of expenditure, as detailed in the schedule of payments.
Dinton PC resolved to authorise payments totalling £764.87
- (vi) To receive an update on the postal address for Dinton PC.
Dinton Primary School are willing for the school address to be used for correspondence but it
must be clearly marked as Dinton Parish Council.
Clerk to thank Mr Howard, Headteacher. Clerk
- (vii) Bank signatories for Dinton PC. Current signatories are Cllrs Fry, MacKinder, Rowitt and Smith.
To add another bank signatory ahead of the election to ensure continuity.
Dinton PC resolved to add Cllr Southern as a signatory. Clerk

1254. Request for a Grant. A request for £500 to go towards replacing the parish defibrillators, the completed application was circulated with the agenda.

The following statement had been received from the applicant.

There is no organisation as such therefore there are no bank accounts or annual accounts. In 2016 the villagers provided funds to buy 3 defibrillators and it was all done on a trust basis. Those wishing to contribute were entered onto a list and once sufficient pledges had been made the funds were requested of the donor and the units were purchased. It is intended that the same method will be used again. If there are insufficient funds pledged the scheme will not proceed. Whilst I have requested £500 if the PC decide it can afford more it would not be refused.

Dinton PC resolved to award the full amount requested.

Dinton PC considered how the money could be paid as the grant awarding policy has criteria which prevents money being paid to an individual.

Dinton PC resolved that;

- The money will not be paid until the remaining money has been raised.
- Dinton PC will either pay the company direct
- or, if the applicant forms an organisation, the money will be paid into the bank account of that organisation. This is to ensure that Dinton PC complies with its adopted grant awarding policy.

Cllrs Fry and Southern stated that they would be willing to be part of the organisation.

1255. To receive an update (if available) on:

- (i) Dinton Covid-19 volunteer group since the last meeting held on 16th March. Cllr Southern reported that there are discussions on changing the name of this group.
- (ii) Dog fouling in the parish – deferred until June and revisit the use of spray paint.

(iii) Daffodils in Dinton – Cllr Southern reported that almost 30 people had signed up for the jumble trail in May.

(iv) Wildflower area – no update available as the daffodil project has taken priority.

(v) Emergency Plan for Dinton – Mr Kevin Rowitt is willing to draft the plan, Cllr Smith asked that Mr Rowitt contacts him.

Dinton PC agreed to Mr Rowitt drawing up a draft plan for Dinton PC to consider and adopt.

1256. To receive an update on actions from the meeting held 16th March 2021.

1257. Clerk's Report. To note the following.

SWWAB met on 17th March.

Covid and Wiltshire Council updates.

Information regarding virtual meetings after 7th May.

Election information.

Information regarding operation Forth Bridge.

Audit documentation.

Query from a parishioner asking why an item was not inc on the March agenda. It transpired the request had been sent to the Clerk's personal email address and she did not recall seeing it. As this address has never been used for Dinton PC it seemed strange. Clerk has asked the parishioner to delete the email address and would request that Cllrs do the same to avoid this happened again.

Cllr Rowitt stated that all email correspondence must be sent to the clerk@dintonparishcouncil.org.uk email address.

1258. To note items for the agenda of the next meeting. Cllrs are reminded that all agenda items require a title, description and proposal.

All agenda items must be received no later than 9am on Thursday 29th April.

1259. To confirm the date of the next meeting which is scheduled to be held on Tuesday 11th May 2021. This will be the Annual Parish Council Meeting.

Cllr Rowitt closed the meeting at 8.59pm.

On behalf of Dinton PC he thanked Cllrs Fry, Grover and MacKinder for their contribution to Dinton PC.