

## **KEEVIL PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL AT 7.30 p.m. ON WEDNESDAY 6<sup>th</sup> NOVEMBER 2017

**Present:** Cllr Geoffrey West (Vice-Chairman), Cllrs Michael Abraham, Graeme Collins, Rodney Meatyard and Suzanne Wickham.

**In attendance:** PCSO Maggie Ledbury  
8 members of the public  
George Goodwin (Clerk)

### **Consultation Period:**

- PCSO Maggie Ledbury gave a summary of the policing report for Melksham Rural and villages. This report will be distributed by Email in the village and it will also be displayed on the village web site. There were no crimes reported in Keevil during October. However, there has been an increase in hare coursing incidents in the area and villagers are asked to be vigilant and to report any suspicious activity. Maggie Ledbury said that she would be looking after Keevil until the New Year when a replacement should be available.

### 1. Apologies for Absence

Cllr Jonathon Seed (WC)  
Cllr Ginny Sherman.

### 2. Declarations of Interest

None.

### 3. Election of Chairman

Cllr Wickham proposed Cllr West to be Chairman for the remainder of the 2017/2018 Council Year. This proposal was seconded by Cllr Collins. There being no other nominations Cllr West was declared to be the Chairman for the remainder of the Council Year ending in March 2018.

### **Cllr West then took the Chair**

### 4. Minutes of the Parish Council Meeting of 4<sup>th</sup> September 2017

The minutes of the Parish Council Meeting held on 4<sup>th</sup> September 2017 were approved and signed by the Chairman as a correct record.

### 5. Minutes of the Planning Committee Meeting of 7<sup>th</sup> October 2017

The Minutes of the Planning Committee Meeting of 7<sup>th</sup> October 2017 were approved and signed by the Chairman as a correct record.

### 6. Matters Arising from the Parish Council Meeting of 4<sup>th</sup> September 2017

- Wick Crossroads Development - The Clerk inspected the site and the only action that has been taken to date has been a ground clearance. He advised a wait-and-see-approach before contacting WC Planning.
- Clerk Vacancy - A closing date of 31<sup>st</sup> October was added to the job advertisements. The vacancy was also circulated via the local SLCC Branch. This brought in a response from a local applicant based in Semington. The advert was also circulated via Rhys Schell to the Clerks of the Melksham Area Board Councils. Cllr Wickham also arranged for the vacancy to be highlighted to the Clerks of the PCs in his constituency. There are now four applicants for the post, all of whom have been interviewed. It is hoped to make an appointment soon. The current Clerk will stay on until March/April 2018 to ease the new Clerk into the job.
- Manor House Trees – These have now been cut back.

- Litter Picking Great Hinton - Still no response to cooperation offer in clearing verges.
- Kerbing Project - Invoice received and paid. The Melksham Area Board have been sent a report on how their grant funding was spent.
- Dead Trees in Martins Lane - awaiting action by Cllr Meatyard.
- Hare Coursing Poster - Added to PC Noticeboard.
- The resignation of Cllr Hunter has been notified to WC who have issued a formal notice of the act. If 10 electors sign a poll requisition before 9<sup>th</sup> November, there will be a byelection. If no such requisition is made then the PC can co-opt a replacement Councillor.

#### 7. Playing Field

- ROSPA Inspection – Carried out on 12<sup>th</sup> September 2017. Nothing of great significance was found. The safety surface around the swings needs repairing. There is a repair kit available and advice can be obtained from Wicksteed Leisure. The Clerk will provide contact details for Cllr Abraham. The report also said that the Recumbent Bicycle and Mini-Gym needed instructions to be displayed. Cllr Abraham will talk to Wicksteed.
- Repairs & Maintenance – The basketball hoop has been repaired. Loose footholds on the climbing wall have been tightened up or discarded if unrepairable. The Community Shed will carry out some of the other minor repairs required. It was agreed that several compost heaps will be installed on the Playing Field – 3/4 over time. The path installation/improvements have been completed as has the installation of the seating donated by the W.I. The Clerk will draft letters of appreciation for the Chairman to send to Mark Drewett and Jerry Vaughan.
- A discussion between PC Councillors and the Shed have established a way of working acceptable to both sides about Playing Field Repairs & Maintenance. Cllr Abraham, who is a Shed member, will liaise with his fellow Councillors to ensure that any PF works are understood by both sides.

#### 6. Flooding & Drainage

Airfield drainage ditch clearance – the MOD DLO authorised some clearance works but further works needed more funds which were not available. The Shed have completed the works and the ditch is now clear. This ditch is key in handling run off from the surrounding land and avoiding surface water flooding in Strongs Close and Martins Road.

#### 7. Highway Matters

- The collapsed ditch in Main Street should be tackled in the next few weeks by Ringway Parkman who now have the steel sheeting to shore up the bank alongside the highway.

#### 8. War Memorial

- The Chairman will lay the PC's wreath on the War Memorial at the Remembrance Service.
- After Remembrance Day, the stone masons Young Johnson, will carry out the refurbishment works as previously approved
- Historic England are considering a proposal to add our War Memorial to the List of Buildings of Special Architectural or Historic Interest as part of their response to the centenary of the First World War. We have been invited to comment on this proposal. The Clerk was asked to see what additional responsibilities would fall on the PC if the Memorial was Listed. The Clerk subsequently contacted Historic England who said that normal repair and maintenance was not affected. Listed Building Consent would be needed if there ever was a proposal to relocate the Memorial or it needed large scale reconstruction.

#### 9. Discussion of the Clerk Position

As stated above, the PC has received 4 applications for the post. Interviews have been held and a decision is expected shortly. The Clerk has agreed to stay until the end of the financial year to enable the New Clerk to familiarise themselves with the workings of the PC.

10. Financial Statement (before Invoice Payments)

VAT of £892.04 will be reclaimed from HMRC shortly.  
The Clerk reported that the Council's finances stood as listed below:

Current Account	£ 122.08
Deposit Account	£ 14,352.45
<b>Total</b>	<b>£ 14,474.53</b>

11. Cheque Approval

- (a) Payee = Keevil Village Hall  
Sum = £11.00 for Hire of Hall 4/9/2017 (£11.00 + VAT £0.00)
- (b) Payee = Playsafety Ltd  
Sum = £134.40 for Playing Field Safety Inspection (£112.00 + VAT £22.40)
- (c) Payee = Keevil Accountancy  
Sum = £40.00 for Payroll Fees (£40.00 + VAT £0.00)
- (d) Payee = HMRC  
Sum = £165.80 for Income Tax (£165.80 + Vat £0.00)
- (e) Payee = G.F.W. Goodwin  
Sum = £765.10 for Salary - 2<sup>nd</sup> Half Year (£765.10 + VAT £0.00)

Proposed by Councillor Collins & seconded by Council Wickham.

A total of £1,116.30 (£1,093.90 + VAT £22.40) was disbursed with the consent of all present.

12. Any Other Competent Business

- (a) The Chairman reminded Councillors that they should let the Clerk know of any special budget items for 2017/2018.
- (b) The Chairman asked the Clerk to arrange publication of the PC's Christmas Greetings in the Parish Magazine. The Clerk will ensure that a seasonal message is included in the next issue.
- (c) The Clerk said that communications have been re-established with Wiltshire Police. We are now being looked after by PCSO Maggie Ledbury at least until the end of the year. Contact details are [maggie.ledbury@wiltshire.pnn.police.uk](mailto:maggie.ledbury@wiltshire.pnn.police.uk) or her works mobile 07471-028939.
- (d) The next meeting of the Council is on Monday 8<sup>th</sup> January 2018 in the Village Hall starting at 7:30 p.m.

SIGNED

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