

Clerk to Council: Elizabeth Martin

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PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Alton Parish Council
held virtually on Thursday 17th September 2020
commencing at 7:30pm.

MEMBERS PRESENT: Councillors Polly Carson [PC], Alex Oliver [AO], Robert Carpenter Turner [RCT], Hayley Kington [HK], Carol Whittle [CW]

OFFICERS PRESENT: Elizabeth Martin [EM], Clerk to Council
Rob Aspinall [RA] – RFO [until FC20/21/114]

CHAIR: Robert Carpenter Turner

APOLOGIES: Michael Golden [MG]

FC20/21/104 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
MG sent apologies.

FC20/21/105 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None.

FC20/21/106 **MINUTES OF THE PREVIOUS MEETING HELD ON AUGUST 20TH**
Proposed RCT. Seconded PC. Agreed.

IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 20TH August 2020 be accepted as written.

FC20/21/107 **CHAIRMAN'S ANNOUNCEMENTS**
RCT mentioned the letter from the residents of Honeystreet and expressed a desire to have the Council resolve the issue.

PC will chair any discussions between the Council and the residents of Honeystreet.

RCT wanted to reassure the public that the closed session was to discuss personal information based on a complaint. The discussion will be minuted but, at this stage, needed to be confidential.

FC20/21/108 **PLANNING**
New:

Application: 20/06813/FUL
Location: Honey Street Sawmills, Honeystreet, Pewsey, Wiltshire, SN9 5PS
Proposal: Retention of Kiln and provision of boundary wall
Response: Support

- FC20/21/109 **TO RECEIVE FOR INFORMATION, THE CLERK’S REPORT**
 EM asked the Council to acknowledge the letter from the residents of Honeystreet. PC had asked for it to be minuted and shall be attached.
 Payroll has now been setup.
 EM read a letter from a visitor to Alton Barnes who had visited to see a memorial but had, unfortunately been unable to find it. PC based details of who to contact and will followup.
 EM updated the Council on plans to attend, with RCT, an accessibility seminar for the website to ensure compliance. EM will work with RCT to add an accessibility statement to the website.
 EM will be sending around documentation on Planning changes. Council has been asked for comment.
- FC20/21/110 **FINANCE MATTERS**
- FC20/21/111 **To Receive for information, Disbursements made since the last meeting**
 Payment to ICO (£40) has not been processed.
- | | | |
|-------------------------|------------------|--------|
| Ben Owen | Grass Cutting | £570 |
| Robert Carpenter-Turner | Website Expenses | £21.56 |
- FC20/21/112 **To Receive An Update From The RFO: Rob Aspinall**
 No Other Update
- FC20/21/113 **To Receive The Resignation Of The RFO: Rob Aspinall**
 RCT thanked Rob for his work.
- FC20/21/114 **To Consider And Agree The Appointment Of The Clerk As The RFO And To The Amendment Of The Clerk’s Contract To Include The Duties Thereof**
 Proposed RCT. Seconded PC. Agreed.
IT WAS RESOLVED THAT The Clerk assume the duties of RFO and that the Clerk’s contract be updated to reflect this.
- FC20/21/115 **To Approve the Bank Mandate to (1) Add Elizabeth Martin (2) Remove Rob Aspinall (3) Remove Stephen Hepworth. Elizabeth Martin to be the organisational contact.**
 Proposed RCT. Seconded PC. Agreed.
IT WAS RESOLVED THAT Elizabeth Martin be Added to the Bank Mandate, that Rob Aspinall and Stephen Hepworth be removed, and that Elizabeth Martin be the organisational contact.
 Action: EM to update Mandate and Details with Lloyds.
- FC20/21/116 **TO DISCUSS THE OPTIONS FOR ASSISTING WITH THE MAINTENANCE OF THE PARISH DEFIBRILLATOR AND THE OPTIONS FOR FUTURE REPLACEMENT**
 EM will look at options and bring back to November meeting.

- FC20/21/117 **TO CONSIDER AND APPROVE A COUNCILLOR TO WRITE THE VILLAGE NEWSLETTER**
AO offered to write the newsletter
Agreed.
- FC20/21/118 **RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
EM has sent briefing notes to Councillors. No other items.
- FC20/21/119 **TO CONSIDER ITEMS OF MAINTENANCE.**
EM has had an email regarding roadworks that had not been completed properly. EM will follow up.
EM is waiting for Parish Steward schedule
AO raised the issue of cleaning and safety checking of the playground.
- FC20/21/120 **KEY MESSAGES.**
None.
- FC20/21/121 **NEXT MEETING.**
The next meeting will be held on Thursday 19th November 2020, 7:30pm. Unless otherwise notified, this and all subsequent meetings will be 'virtual' meetings in accordance with the current legislation, up to and including 5th May 2021.

These minutes are accepted as a true and accurate record: -

Signed _____

Date 19th November 2020

Summary Of Public Participation Section

I. To Receive a report on policing from PCSO Paul Whiteside, Temporary Community Policing Team East.

The Council has received a Police Report from July. The report will be posted on the website. This is likely to be last Report as the process is under review.

II To Receive a report from the Unitary Councillor Paul Oatley.

Cllr. Oatley not in attendance; apologies received.

III. Comments from members of the public to be considered by the Council regarding items on the Agenda.

EM read out a statement from Parishioner Charles Reiss who was unable to attend in person. 17 Signatures. ½ of Hineystreet. Felt that it spoke for a majority.

Mr Reiss asked for the letter to be minuted through a Councillor. Cllr Carson formally asked that it be minuted: a copy will be affixed to these minutes.