



## BRATTON PARISH COUNCIL

**Chair** Jeff Ligo, 2 Grange Court, Bratton, Wiltshire, BA13 4TU 01380 831237

Email: [Jeff.ligo@bratton-parish.co.uk](mailto:Jeff.ligo@bratton-parish.co.uk)

**Clerk** Nicola Duke, 6 Shetland Close, Westbury, Wiltshire, BA13 2GN 01373 864127

Email: [nicola.duke@bratton-parish.co.uk](mailto:nicola.duke@bratton-parish.co.uk)

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Minutes of a meeting of the Parish Council held on **Tuesday 10<sup>th</sup> April 2018**  
in the Pavilion on the Village Green at 7.15 pm.

**Present:** Cllr Nicky Morris (Chair – in the absence of Cllr Ligo), Cllr Freddy Forsyth, Cllr Tim Goode and Cllr Amanda Callard.

**In attendance:** Nicola Duke (Parish Clerk), Wiltshire Councillor Jerry Wickham, Mr Peter Brabner, Mr Steve Lloyd and 2 members of the public.

### **Open Forum to hear from members of the public**

Mr P Skelton – spoke to agenda item 17/169 in respect of planning application 18/01744/FUL (retrospective permission for a wood store), providing members with background and information on the application.

Mr P Brabner – spoke to members regarding the Best Kept Village Competition informing members that Bratton would be judged between the middle of May and the middle of June. He asked members to note any matters that might need attention in the lead up to the judging period, highlighting that two working groups had been arranged to take place before the middle of May. Mr Brabner suggested that some members may like to accompany him on a walkabout prior to judging for a pre-visit inspection/ assessment. Cllrs Goode and Morris volunteered to join Mr Brabner.

### **Village updates**

Police report – no report.

Wiltshire Council and Westbury Area Board – Cllr J Wickham reported the following:

- The Area Board was scheduled to meet on 12<sup>th</sup> April 2018, although the Board was at the start of the new financial year some difficult decisions were required in respect of grant applications.
- The B3098 – the meeting which had been held in October 2017 had been informed that the results of the freight assessment were due in November 2017; in fact these had not been received until March 2018. It was reported that this had resulted in the highway being moved lower down the list than before the assessment. The CATG had agreed to explore the possibility to have a proper build at the pinch point going into Westbury from Bratton Road just before the Laverton to allow just one vehicle through. Cllr Wickham was writing a strategy for the B3098, which he would pass to the parish council for comment.
- Oxford House – Cllr Wickham reported that due to the change in the application and the fact that the applicant would not permit any further extensions on decision time, he had not called in the new

plans. This was a result of a discussion with the planning officers and the view had been taken that there would be more control over the conditions which could be applied if it was determined under delegated authority. It was noted that any further delay would result in the applicant appealing, at which point any determination would have limited, if any, conditions applied.

Pavilion on the Village Green – Steve Lloyd reported the following:

- There was an ongoing problem with British Gas relating to invoicing. Mr Lloyd reported that he had discussed the issues with British Gas, informing them that he felt they were in breach of their contractual obligations. The contract was in place until September 2019. Mr Lloyd had submitted a complaint, the outcome of which was awaited. If the outcome was not acceptable a solicitor’s letter would be prepared.
- An update was given on the planned work to the kitchen – The Chapel Café had requested the work and once its booking had been established as a permanent fixture the work would be supported. Some minor work would be carried out in the meantime.

	<b>AGENDA ITEM</b>
17/165	<p><b>Apologies for Absence</b>            Cllr Ligo due to holiday.            Cllr Ridley due to holiday.            Cllr Bolt due to work commitments.            Cllr Sims due to holiday.            Cllr Whittaker due to ill health.            The apologies for absence were accepted.</p>
17/166	<p><b>Declarations of Interest and Dispensations to Participate</b>            None.</p>
17/167	<p><b>Minutes</b>            The minutes of a previous meeting of the Council held on <b>13th March 2018</b> were approved for accuracy and adopted (proposed Cllr Callard, seconded Cllr Goode).</p>
17/168	<p><b>Committee, Clerks and Council representative reports</b></p> <ol style="list-style-type: none"> <li>Members received a report from the Chairman of the Bratton Recreation Ground Committee, which was read out by Mr Lloyd (standing orders having been suspended) and is appended to the minutes.</li> <li>The Clerk had circulated an update on actions taken since the last meeting, which was noted. The clerk reported that arrangements needed to be put in place for the routine inspection of the play area and reported that she had provisionally organised associated training for volunteers at a cost of £100.00. Members approved the training and noted that all members, together with local organisations would be invited to attend.</li> <li>Cllr Callard reported that the heating had been installed at the Jubilee Hall, thoughts were being given to enhanced advertising and volunteers were required to marshal at the</li> </ol>

	<p>Hilly Run. It had been suggested that a Welcome pack could be prepared for newcomers to the village and it was agreed that a letter would be prepared providing a link to the website. The clerk would prepare a draft. Cllr Callard further reported she had resigned as a member of the Jubilee Hall Committee and a new representative would therefore need to be appointed at the May AGM. The next meeting was scheduled for 1<sup>st</sup> May and the clerk would see which member could attend.</p> <p>d) Mr Lloyd reported on the proposed work to install a rising hinge on gates at the village green (standing orders having been suspended) informing members that he had been in touch with Hiscock Engineers who had been quoted £192.00 + vat per gate for a rising hinge, £304.00 + vat per gate for a different closure and £138.00 + vat per gate for a repair. Mr Lloyd would try to carry out the adjustments recommended in the meantime and a definitive recommendation would be made once this work had been completed.</p>								
17/169	<p><b>Planning and Licencing applications</b></p> <p>Members resolved the Council's comments on applications received as listed below:</p> <p><b>18/02524/TPO</b> – Oxford House, 12 The Butts, Bratton, BA13 4SW – works to trees as per schedule – Leave to Tree Officer (proposed Cllr Morris, seconded Cllr Goode).</p> <p><b>18/01744/FUL</b> – 7 Lower Road, Bratton, BA13 4RG – retrospective permission for replacement wood shed – No objection (proposed Cllr Goode, seconded Cllr Forsyth).</p>								
17/170	<p><b>Planning decisions</b></p> <p>Members noted the decisions of the LPA:</p> <p><b>16/10515/FUL</b> – Mill House, 1a Lower Road, Bratton, BA13 4RG – single storey side extension – Approve with conditions.</p> <p><b>17/10578/OUT</b> – Land forming part of Tarmac Westbury Works, Trowbridge Road, Westbury – development of rail served slab track manufacturing facility and associated works – Approve with conditions.</p>								
17/171	<p><b>Highways issues and Parish Steward tasks</b></p> <p>a) Highway issues – Cllr Forsyth spoke regarding recent tree work along Court Road, which he felt had not been done to a sufficient standard. The clerk would report this to Wiltshire Council.</p> <p>b) Members had been provided with a copy of the list prepared for the steward's next visit, which was noted. The clerk reported that the steward visits had been suspended for work to be carried out on pothole repairs. Clarification had been sought as to when the schedule would re-commence and it was noted that the Steward visits would be particularly important in the lead up to the Best Kept Village Competition.</p>								
17/172	<p><b>Financials</b></p> <p>a) Council expenditure as listed was approved (proposed Cllr Callard, seconded Cllr Morris):</p> <table border="1" data-bbox="252 1839 1430 1975"> <thead> <tr> <th>Payee</th> <th>Detail and statutory authority</th> <th>Amount</th> <th>Chq no</th> </tr> </thead> <tbody> <tr> <td>Nicola Duke</td> <td>Salary March 2018 <i>LGA 1972 s 112</i></td> <td>£626.89</td> <td>2505</td> </tr> </tbody> </table>	Payee	Detail and statutory authority	Amount	Chq no	Nicola Duke	Salary March 2018 <i>LGA 1972 s 112</i>	£626.89	2505
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Nicola Duke	Salary March 2018 <i>LGA 1972 s 112</i>	£626.89	2505						

	HMRC	PAYE March 2018 <i>LGA 1972 s 112</i>	£175.03	2506
	R Jordan	Parish maintenance March 2018 <i>OSA 1906 ss 9,10</i>	£75.00	2507
	Aspire Defence	Copying for Churchman insert (advance payment) <i>LGA 1972 s 111</i>	£31.36	2508
	S Lloyd	Reimburse equipment maintenance costs Rec Ground <i>OSA 1906 ss 9,10</i>	£25.49	2509
	Microshade VSM	Alpha accounting software <i>LGA 1972 s 150</i>	£387.60	2510
	Mr D Baker	Minor maintenance expenses Recreation Ground <i>OSA 1906 ss 9,10</i>	£6.50	2511
	WALC	Annual subscription 2018/19 <i>LGA 1972 s 111</i>	£497.76	2512
	Shires Building Services Ltd	Contribution to Jubilee Hall Air Handling Unit <i>LGA 1972 s 133</i>	£3,500.00	2513
	British Gas	Electricity Pavilion <i>LGA 1972 s 133</i>	£68.11	2514

b) It was noted that the Financial Report to 31<sup>st</sup> March 2018 would be issued shortly, the bank statement only having been received that afternoon.

17/173

**Parish and grounds maintenance**

- a) Members considered the request for financial support for the provision of secure storage for the newly purchased brush cutter for the Reeve's Orchard (confidential report from Mr Brabner previously circulated) and it was proposed by Cllr Callard, seconded by Cllr Goode to approve the required expenditure of £290.00 (*Budgetary provision – Grounds maintenance*) (*Statutory provision – OSA 1906 ss 9,10*).
- b) Members received and considered the draft work plans and proposals for additional grounds maintenance in Bratton 2018/19 (reports previously circulated), which had generated a monthly work schedule. Cllr Goode suggested that it would be ideal to have the leaf clearance at the war memorial carried out prior to Remembrance Sunday. The clerk reported that she would liaise with Mr Brabner on a monthly basis and would arrange a meeting with Idverde at the next clerks' surgery to take the task list forward. The work plans were approved; funding allocation having been previously resolved.

17/174

**Neighbourhood Plan**

- a) Members received and noted the notification of the designation of Bratton Neighbourhood Area under Section 61G of the Town and Country Planning Act 1990 as amended (previously circulated). Cllr Morris reported that she and Cllr Whittaker had attended a training course at Wiltshire Council and gave a précis of the training session.

	<p>The clerk reported that she had received the presentation slides from the event, which she would circulate to members.</p> <p><b>b)</b> Members received information from Wiltshire Council regarding the planned Rural Housing Needs Survey, which was noted. It was agreed that the most efficient way of distribution would be via the White Horse Churchman. The clerk would confirm the timetable with Wiltshire Council.</p>
17/175	<p><b>Members' Reports</b></p> <p><u>Cllr Callard</u> – reported that she had been contacted by Brian Davis regarding St Catherine's Well, which was dry. There was some considerable work required to clear the pipe, line the pipe and carry out other work to reinstate the Well. <i>At this point Standing Orders were suspended.</i> Mr Lloyd reported the cost was approx. £550.00, although it was noted there was no guarantee that the water would still flow. Cllr Callard proposed that a new quote be obtained and considered. This was seconded by Cllr Morris and resolved. Mr Lloyd would provide the clerk with the information. <i>At this point Standing Orders were re-instated.</i> Cllr Callard also reported that there was a 50mph sign on Imber Road by Luccombe Terrace, which was inappropriate due to the location. It was agreed that the clerk would raise this with the Highways Department.</p> <p><u>Cllr Goode</u> – drew members' attention to the recent passing of Kathleen White who had been a member of the parish council for 30 years and had been very active in the village. It was agreed that this would be referenced in the next insert for the White Horse Churchman. Members expressed their gratitude for Kathleen White's contribution to the village and their condolences to her family.</p>
17/176	<p><b>Correspondence</b></p> <p>Belinda Johnston re: the Orchard and the footpaths, which had been circulated to members at the time of receipt (9<sup>th</sup> April). Members noted the correspondence and Cllr Goode reported that there was a meeting of the Reeves Orchard Committee due shortly and her comments would be further discussed then.</p>
17/177	<p><b>Meeting schedule</b></p> <p><b>Tuesday 8<sup>th</sup> May 2018</b> in the Jubilee Hall:  <b>Annual General Meeting – 7.00 pm</b>  <b>Annual Parish Meeting – 7.45pm.</b></p> <p>Cllr Callard presented her apologies for both meetings due to holiday.</p>
17/178	<p><b>Confidential Information</b></p> <p>Certain items were expected to include the consideration of exempt information and the Council therefore resolved (proposed Cllr Morris, seconded Cllr Callard) "That, in accordance with Section 100a(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12a of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p> <p>Agenda Item 17/179 – Reason for exclusion – Employment matters</p>

17/179	<b>Clerk's appraisal</b> Members received a report from the Chair of the Staffing Committee regarding the clerk's appraisal, which was approved and adopted (proposed Cllr Morris, seconded Cllr Goode).

There being no further business the meeting was closed at 8.45 pm.