



Landford Parish Council

Minutes of the meeting held on 10 June 2020 at 7:15pm
Held by video conference (in order to protect the health and safety of councillors and members of the public during the COVID-19 'Stay at Home' government directive)

Councillors present: David Wilson (DW), Lynda Waltham (LW), Joy Proctor (JP), Ken Parker (KP), Nik Bishop (NB), Glen Keirl (GK), John Bonney (JB), and Cllr Leo Randall WCC (LR)

Plus: Melanie Camilleri (MC) – Clerk/RFO and two members of the public

59/20 Apologies for Absence: Geoff Hewson (GH)

60/20 Declarations of interest: None

61/20 Minutes of the Parish Council meeting held on Wednesday 13 May 2020 were approved and signed

62/20 Planning and Treeworks

- Applications received were considered - see attached Planning Schedule
- Written statements were submitted by the agents for 20/00323 Forest Way, and 20/00211 Ballacraigne. The applicant for 20/00311 Landford CofE Primary School attended the meeting.

63/20 Affordable Housing

LW provided background information on the Parish Council identifying land viable for Affordable Housing. LW introduced guest speakers Vicky Bodman and Rachael Swann (Wiltshire Council) who delivered a Powerpoint Presentation on the benefits, aims, and logistics of conducting a Housing Needs Survey (HNS).

LR highlighted the Parish Council predominantly comes under NFNPA with rural exception sites.

DW thanked Vicky Bodman and Rachael Swann for attending. The Parish Council will now consider the best timing to conduct a HNS, but it was unanimously agreed not until CV19 lockdown restrictions have been lifted.

64/20 Contracts

- i) SSE (31 July). MC reported Renewal Rates. DW proposed, seconded by NB and resolved unanimously that the SSE contract be renewed.
- ii) Awarding contracts for:-
 - a. Hamptworth bus shelter and grass/verge cutting: The 2019 contract has expired. LW proposed a rolling contract. MC to draft a new contract and forward to LW for review.
 - b. Handyman: MC to approach Chris Johnson and JFM Maintenance to establish if they are interested in setting-up an agreement to carry out maintenance work within the parish.
 - c. PAT testing Kettle Urn & Fridge in the Pavilion (due end July): Resolved unanimously that the Parish Council will use the electrician who carried out PAT testing in 2019. JB to progress

65/20 Rec Grd: risk assessment and controls needed to observe social distancing measures

- i) Re-opening toilet facilities at Landford Rec: DW reported his research on government guidelines on re-opening public toilets. The practicalities around

hygiene standards and ability to observe social distancing create a high-risk environment for members of the public and the facilities' cleaner, which the parish council is not willing to risk. Resolved the toilets will remain closed and the matter will continue to be under review.

- ii) Parish Council safety inspections of Landford Rec and Nomansland: DW carried out a visual inspection of both areas. All look sound. The Parish Council were satisfied that this visual inspection is acceptable given the RoSPA report in Sept 2019 showed no high-risk items and that the areas are currently closed to the public due to CV19. MC reported RoSPA safety inspections continue to take place during lockdown, so the next one will take place Sept 2021

66/20 Village Maintenance

- i) Footpath 15a (Sherfield English Road to Giles Lane). Blocked drain: request landowner to clear. JP to identify landowner and report to MC
 ii) Parish Steward's next visit 15 June – identify jobs. MC to ask GH if he is liaising directly with the Parish Steward on the list of jobs he compiled.

67/20 Finance and Cheques

- i) DW proposed, seconded by LW and resolved unanimously that the Cash Flow Report be approved, and all cheques be signed.

Payee	Detail	Amount £ (incl vat)	Method
Pennon Water Services	Water for Pavilion	2.50	DD
Hills Waste Management	NML Reading Room bin collection	10.98	DD
Suez	NML Bin Collection	62.30	DD
M Camilleri	Monthly gross salary (65hrs) + hol pay	968.45	S/O
1&1	50Gb email storage	6.00	DD
William Dunn	WM Restoration Planning Appl (purchase maps)	44.34	300840
WALC	WALC/NALC subscription	812.27	300841
Came & Co	Insurance	2,228.04	300842
Idverde	Landford Rec Grd bin emptying	97.15	300843
M Camilleri	Expenses, reimbursements and mileage	30.12	300844
M Camilleri	Zoom annual Subscription	143.88	300845
Total debit		£4,406.03	

- ii) The Budget Control Report was received

68/20 Councillor Reports

LW: Reported no applications received to date for CV19 Emergency Fund. Resolved unanimously that this fund to stay in place in case there is a 2nd wave of infection.

69/20 To receive a report from Councillor Randall (Wiltshire Council)

- LR reported issue with Nursery Farm (Landford Wood) changing from Chicken Farm. Lorries already being parked onsite. LR confirmed planning permission required for change of use from Agriculture to Light Industry/ Storage/ Vehicle depot. Wiltshire Council and NFNPA have not been informed.
- LR chairing planning meeting for NFNPA next Tues

70/20 Correspondence/AOB

- i) DW proposed, seconded by JP and resolved unanimously that an EGM will be held on Wed 29 July for the purposes of signing the 2019/20 AGAR
 ii) Numerous complaints made on verge cutting which Wiltshire Highways sub-contracts to Streetscene (contract runs until 2022/23). DW invited the parishioner attending the meeting to speak on his personal experience in Glebe Lane:-

- Verges severely cut-back in May despite previous agreement with Wiltshire Highways would not be carried out that time of year
- Tractors are severely eroding the verges (mud churned up has knock-on effect: blocked drains, flooding, potholes)
- Whilst Wiltshire Highways apologised, he has no confidence won't happen again given previous broken promises and service delivered by sub-contractor.
- The parishioner requested the support of the Parish Council writing to Wiltshire Highways.

DW asked the parishioner to send a letter to MC indicating the support of all residents of Glebe Lane.

iii) Footpaths 15 and 17 – diversions made by landowner. The Wiltshire ROW Officer is handling the matter.

iv) Nomansland sign Forest Road – damage. DW repaired.

71/20 Date of the next meeting

The next **Landford Parish Council** meeting will be held on **Wednesday 08 July 2020 at 7:15pm** by **Video Conference**

72/20

Resolved Agenda item 73/20 will be closed to members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) by reason of the confidential nature of the business to be transacted

73/20 Nomansland Sports Association (NSA)

The Parish Council discussed NSAs decision to dissolve at its AGM held on Monday 08 June 2020 and their legal obligations to:-

- dispose of their assets (Clubhouse, Skatepark, Tennis Courts, cash, chattels) which requires prior approval of Grant providers (Sports England and Viridor Creditors)
- observe covenants within the Grant Agreements with the Grant providers
- observe the terms of the Lease of land with LPC (Grant providers will not allow them to surrender this Lease without their prior consent)

NSA has not approached any organisation with regards to the transfer of assets. They have provided Sports England and Viridor Creditors with a list of four organisations asking them to consider making an approach on their behalf.

LPC to continue to monitor the situation.

Being no further business, DW closed the meeting at 9:45pm.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING