



Landford Parish Council

Minutes of the meeting held on 09 December 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 pandemic)

Councillors present: Nik Bishop (NB) - Chair, Ken Parker (KP), David Wilson (DW), John Bonney (JB), Glen Keirl (GK), Rachael Stanton (RS), Damien Swancott (DS), and Joy Proctor (JP).

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

158/20 Apologies for Absence: Geoff Hewson (GH)

159/20 Declarations of interest: None

160/20 Minutes: the Minutes of the Parish Council's Meeting held on **11 November 2020** were approved and signed

161/20 Planning and Treeworks
To consider applications received as per the attached Planning Schedule

162/20 Finances and Cheques

i) DW proposed, seconded by DS and resolved unanimously to approve the Cash Flow Report and authorise payments. DW and KP to authorise BACS payments raised online by MC. DW and NB to authorise cheques.

- o Unity Trust Bank: balance 04 December £60,713.48
- o Nationwide BS Business 95-day Saver (Issue 7): balance 09 November £22,000.00

Payee	Detail	Amount £ (incl vat)	Method
Pennon Water Services	Water for Pavilion	2.50	DD
ICO	Annual Registration fee	35.00	DD
Suez	NML Bin Collection	62.30	DD
M Camilleri	Monthly gross salary	1,650.88	S/O
1&1	Email storage space	6.00	DD
Community Heartbeat Trust	Annual Support Cost Defib NML	151.20	BACS
Idverde	Bin emptying	97.15	BACS
PKF Littlejohn LLP	External Audit	360.00	BACS
Chris Penny	Hedge Cutting New Road	110.00	BACS
Joy Proctor	Solar Fairy Lights x 10	164.55	BACS
M Camilleri	Office allowance + fuel	118.19	BACS
G&M Everett	Hamptworth Bus Shelter	245.00	854
Julie King	Landford Rec Grd Toilets (cleaning + open/close)	324.78	855
Total debit		£3,245.55	

Payments received	Detail	Amount £	Method
LCP	Parish Questionnaire	533.00	
Total debit		£533.00	

- ii) The Councillors considered Mr Fraser's (Green Hill Farm Campsite) offer to make a financial donation to purchase a SID for New Road.
The councillors wish to thank Mr Fraser for his generous offer but the purchase of a SID at the A36 end of New Road is already well underway.
It was resolved by a majority to suggest Mr Fraser approaches LCP instead to donate a SID for an alternative site (as LCP manage Speedwatch and the SIDS on behalf of the local community).
- iii) DW proposed, seconded by JP and unanimously resolved that the 2021/22 budget presented with a Precept of £48K be approved. MC to notify Wiltshire Council.

163/20

Audit 2020/21

- i) Results: MC reported that the external auditors PKF Littlejohn have concluded the audit stating *On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.*
- ii) MC will now complete the *Notice of Conclusion of Audit* for publication on website

164/20

Youth Steering Group

- i) DS presented the Child Protection and Safeguarding Policies and proposed that they be adopted by the Parish Council. This was seconded by NB and unanimously resolved.

165/20

Emergency Plan

- i) DS was appointed as the owner of the Emergency Plan.
- ii) DS will review, update, and circulate the plan

166/20

Transfer of Clubhouse, Skatepark, and Tennis Courts from NSA to 360

- i) MC reported that Sport England has issued the necessary legal documentation to 360 for completion (Deed of Adherence and Form of Legal Charge) reflecting the Sport England financial Award Agreement and all covenants therein are transferred to 360.
- ii) Next steps: MC to establish position regarding transfer of legal title of assets as well as sourcing the production of a 2-year Lease Agreement between LPC (as landowner/landlord) and 360 as Lessee. Scope to cover Clubhouse, Skatepark, Tennis Courts, and use of Playingfield.

167/20

To receive Councillors' Reports

KP: Reported that LCP have received the completed Parish Questionnaires (66% response rate) and will be collating and analysing results over the coming weeks.
JP: Reported that all Xmas Fairy Lights are up. All agreed they look splendid.
DW: Requested that MC approach Chris Penny to cut the hedge at the children's area of the Landford Rec Children's Play Park.

168/20

To receive a report from Councillor Leo Randall (Wiltshire Council)

Cllr Randall reported that he will not be standing for election in May 2021 as he has decided to retire. Cllr JP expressed her thanks for his invaluable contribution as LPC's Wiltshire Council/NFNPA over the past 20 years. This was echoed by all.

169/20

Correspondence and any urgent matters

- i) a. The Chair NB invited members of the public to address the councillors regarding their concerns on Schepens HGVs at Landford Wood. Specifically, they believe:-
 - There has been a breach of Planning by Schepens due to activity taking place at Nursery Farm aka the Old Chicken Farm (beyond 'permitted development')
 - Schepens lorries take-up the entire width of the track (which has no verge or passing point); proving hazardous to other vehicles, pedestrians (in particular the elderly and children), horses and their riders, and cyclists.
- b. The Chair NB invited Mr Schepens to respond to these allegations. Mr Schepens advised that he has kept Wiltshire Planning fully informed and refutes all allegations made.
- c. The Councillors noted that the track in question is a private track, the access point falls under NFNPA, and Nursery Farm falls under Wiltshire.
- d. The councillors unanimously resolved for MC to write to the Planning Enforcement Teams for Wiltshire Council and NFNPA and invite a response to the allegation of planning breaches.
- ii) MC reported that Wiltshire Council has a new Traffic Survey Request Process primarily for speedwatch initiatives. KP is aware in his role as the Parish Council's Speedwatch co-ordinator with LCP.
- iii) MC reported that Idverde haven't collected the waste/dog poo bins for the last 2 weeks and expressed her thanks to JB for taking photos as evidence. MC has reported to Idverde, resulting in the December invoice being adjusted accordingly.

170/20

Date of the next meeting

The next **Landford Parish Council** meeting will be held on **Wednesday 13 January 2021 at 7:15pm** by **Video Conference**

Being no further business, NB closed the meeting at 8:56m.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING