**BROMHAM PARISH COUNCIL**

**MEETING: 14th April 2014**

**PRESENT:** P Paget R Amor B Amor J Butler P Collins A Collins K Mahoney

P Mortimer M Paget C Read P Thomas D Powney

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| **1.** | **ACCEPTANCE OF APOLOGIES**: S Skelt, J Collens, L Bryant | **Action** |
| **2.** | 1. **PARISHIONERS 10 MINUTES:**

**WW1**: Mr D Powney has agreed to publish a book commemorating local soldiers and events. A grant is to be applied for through the Parish Council. PRO MP SEC RA AIF to allocate £100 (GPC) to Mr Powney for starter costs.**Dogs on the Allotments:** It has been reported that dogs are being allowed to run free across the allotments damaging and fouling on the vegetables. (Par Mag) |  |
| **3.** | 1. **PC MINUTES TO BE SIGNED –** 14th March 2014 Agreed and signed as a true record.
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| **4.** | **ACTION UPDATE FROM MINUTES:** **Wiltshire Council:** The Highway Community Co-ordinator Sarah Hanks and the Community Steward met with Councilors and spent a morning travelling around the village highlighting issues, of which many were addressed on the Parish Steward Community Day – pot holes around the village, repairs to the entrance to the Social Centre, an emergency repair at Durlett, bus shelters cleaned- it is hoped the damaged glass will be replaced at the Pound. The water at the bottom of Church Hill is being treated as a priority.* **WC:** A342 footpath, , Chantry/Church Hill wall, Church Hill flooding, Street lights- New Road/High Street/Spire View. Hawkstreet Sign. Blocked drains –Church Hill and Horsepool. New Bin + cost to empty WC. All issues discussed as above.
* **Council Track Repairs**: on going.
* **Metro machine –** New Road/Pound/Community Watch Scheme/volunteer’s training: on going.
* **Church Yard Extension Wall** –WC. Report again
* **Football goal posts** to be removed: on going
* **2 The Leaze** – the caravan has been removed and the garden cleared.
* **Asters/Highfield verge**: discussed with Director. PP
* **Parish Trees**: on going JB? WC?
* **Web Site update/Parish Booklet**: it was agreed that the website requires updating and options are being discussed RH PT & CR met with Max Tyler. A new more user friendly site can be set up at a cost of £450.00 including Domain. PRO PM SEC CR. Mr Tyler will attend the Annual parish Council Meeting, and will also give the councilors a preview of the new site. RH parish booklet update.
* **Millennium Field Boundaries:** on going – R Drury.
* **Chantry Access road**: documents received RE: P Davis ownership. Repairs to be carried out in conjointly with the shop proprietor.
* **Post box**: now on site at the village car park.
* **Breach Close car park**, **boundaries**: Copy of letter sent to residents to be forwarded to the Crown Estate.
* **Best Kept Village Competition**: 10 bags of compost awarded for early entry. School?
* **New Refuse Bin:** to be erected at the entrance to the Millennium Field, all refuse bins can now be used to deposit refuse and dog fouling.
 | RHJB/WCCR/PT/RHRHRH? |
| **5.** | **BMX/SKATEBOARD AREA REPORT/UPDATE/PLANS/FINALISE LOCATION:**Access to the site via Crown Land off New Road: agreed in principle if Crown Estate has no objections (B Smart, J Brown). RH to contact the Crown. Any damage to the track to be repaired. from contingency fund. £17,000 Track, £3000 transport of sub-soil, £800 for track repairs etc., £4000 further contingency. Concern about using alternative SC car park entrance.3 Quotes: agreed as recommended by CR on 14th March. (2 Quotations Trail Craft & Bike Track.Org and 3rd TMH Jenks Information/Priced Options starting at £15,500). Signage not included.Changes to Trailcraft Quotation: BPC would not be providing the sub-soil. Amend to Wiltshire Waste.Site: Has this been agreed? PM/CR to arrange a site meeting with Trailcraft and Councillors(arranged for Mon. 5th May) to discuss concerns and confirm plans.Design Plan & contract: to be requested before start of work by Trailcraft.Work carries a 3 year warranty.Provisional Start Date 20th May, project will take 2-3 weeks. This may overlap Carnival events, although this should not affect any proposed events. CR to inform Committee and Football Club.**GRANTS:** Landfill Grant will be paid when invoice supplied, (3 month expiry?)**TREE PLANTING/YOUTH COUNCIL:** on going**.**  | CR/RHPM/CRCR/PMCRCR |
| **6.** | **CROWN ESTATE HOUSING/LAND TIDY:** **Crown Housing Proposals:** correspondence has been received from the Crown Estate about the article in the Gazette and Herald (March 13th) and on the village website,  It was stated that the Crown has dropped its plans for 50 houses in Bromham following discussions with the Parish Council. The Crown would like it known this was not an accurate reflection of the current position. In preparing any future options and plans for Bromham, the Crown would very much hope to continue to engage in positive dialogue with the PC and to consult with residents and other stakeholders. The Crown wish it to be known that they are still considering options to provide future housing for Bromham, although recent proposals discussed with the PC were not viable at this time.It was reported that the Crown are selling some of their properties in the village. |  |
| **7.** | **POUND/HIGHFIELD JUNCTIONROAD MARKINGS:** New white lines proposed by WC to improve visibility and make car owners aware of the junction when parking have been quoted at £500.00. The PC felt that this should be funded by WC. Request for white lines to be also painted on the Highfield side of the junction. RH | **RH** |
| **8.** | **SOCIAL CENTRE REPORT/THE OWL:** Accounts with the Audit.  Room rent request to be sent. | **RH** |
| **9.** | **AREA BOARD/FORUM MEETING REPORTS**: - |  |
| **10.** | **ALLOTMENTS – APPLICATIONS /VACANCIES –** **Allotments:** There are 4 new plots available in New Road.Pound Allotments: water butts etc. have been left on the allotments; all plots should have been vacated from April 1st. Land now returned to the Crown Estate. JB to inspect and report- a skip may be required. PMIt was reported that a village Garden Club has been started. | **JB/PM** |
| **11.** | **PLAY AREA REPORT AREA Beech hedge:** 2 sides cut. **School ideas:** on going.**Committee meeting:** RH has met with two company Reps for advice**/**quotes.**S/Centre P/A Fence:** repaired. |  |
| **12.** | **PARISH PROPERTY INSPECTIONS:**  signed by councillors. **DEFIBRILLATOR;** inspection reports received. Condensation is still a problem.**INSPECTIONS:** 4/5 reports received. **SOCIAL CENTRE. -** Tree Inspection –ongoing JB**PAVILION REPAIRS:** completed. **Mrs E Brown’s Contract**: sent to EB for agreement. |  |
| **13.** | **GRASS CUTTING QUOTES/ORCHARD****Grass Cutting:** The grass on the recreation fields have yet to be cut, this is due to difficulties acquiring 3 quotes. RH to send out more requests.PC/AC volunteered to cut the Pound, Chittoe and the perimeters of the Other fields.**Harrowing and Slitting:** Total £35/acre PRO RA SEC AC –Contact Football Club?**Orchard:** Grass cut by S Dolman, trees maintained by N Paget, pruning to be suggested for this Autumn. 2 Plaques need replacing. | **RH****PP/NP** |
| **14.** | **QDJ POUND FIELD –PLAQUES:**  It was suggested that the stone could be erected on Carnival Day. |  |
| **15.** | **TWINNING COMMITTEE REPORT: -** |  |
| **16.** | **CHEQUES TO BE SIGNED:** PRO MP SEC KM AIF**2333:** B Bullock 312.00 **2334:** E Brown 236.00 **2235:** Norton RJH 44.99 **2236:** Callaway 160.52  **2237:** M Hughes 1650.00 **2238:**Social Centre 9.00 **2239:** WALC 682.01**2240:** Glasdon66.28 **2241:** S Dolman 80.00 **2242:** Crown Estate 4250.00 **2243:**D Fillis 50.00 **2244:**  cancelled **2245:** Thin Air Ltd (Website) 254.95 |  |
| **17.** | **ANNUAL FINANCIAL REPORT AND BANK RECONCILIATION.**Year Ending 31st March Accounts and reconciliation of bank accounts as circulated. PRO MP SEC BA as presented by RH AIF.**Commercial Acc**: C/F 31/03/ 2013: £6162.96 Receipts: £48103.31 Payments: £48684.58 **BAL C/F 31/03/14** £5581.69**Santander Investment Acc:** £20707.42 **Other investment Acc:**  £1298.43**TOTAL ASSETS 31/03/14 £27587.54** |  |
| **18.** | **STATEMENT OF ACCOUNTS/ANNUAL RETURN TO BE AGREED AND SIGNED:** PRO CR SEC PT as read and presented by RH to be signed by PP and RH AIF.**INTERNAL AUDIT:** N Chandler has agreed to carry out the Internal Audit. **EXTERNAL AUDIT:** 23RD JUNE 2014. Notice to be given from 9th May 14. | **RH** |
| **19.** | **CORRESPONDENCE/EMAILS: See Page Four**Concern over mud and farm vehicles on the Pound Footpath. Letter to farmer. | **RH** |
| **20.** | **PLANNING APPLICATIONS:****25 Hawkstreet:** proposed single storey extension to side. No obj.Sandridge Solar meeting Wed. 16th April. |  |
| **21.** | **URGENT PARISH BUSINESS:****RECYCING BANKS:**  WC will cease to provide this facility (saving £135,000) at the Social Centre from May 1st. Goods can be recycled through household bins which are collected alternate weeks, or taken to the recycling centers at Hopton, Devizes, Bowerhill, Melksham or Compton Bassett. The Clothes Bank will still be available at the Social Centre**WC:** Lower Hawkstreet farm entrance requires repairs.**A342 under road drainage:** JB reported collapsed drains causing flooding in adjacent field.**Social Centre Recycling Bins:** to be removed on May 5th. The Clothes Bank will remain. WC will monitor the site for one month.Wiltshire Waste alternative recycling bank Cost? | **RH****RH****PM** |
| **22.** | **DATE OF ANNUAL PARISH COUNCIL MEETING 12TH MAY, 2014****ANNUAL PARISH MEETING 29TH APRIL 2014****AGENDA:**1. Chairman’s Welcome and Report
2. Minutes of last Year’s Meeting
3. Action update from Minutes
4. Financial Statement
5. Police Representative/Questions
6. WC Highways Representative Sarah Hanks
7. Bromham Neighbourhood/Parish Plan
8. Social Centre’s 40th Anniversary Celebrations
9. BMX/Skateboard Area Report
10. Other Village Organisations/Bromham Website
11. Open Village Discussion
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