

**BROMHAM PARISH COUNCIL
MEETING HELD ON: 20TH NOVEMBER 2023**

PRESENT:

Councillors: J Butler, C Thompson, J Seed, K Mahoney, P Collins, A Collins, P Hindle, K White
23 Parishioners attended

In the absence of the Chairman, the meeting was chaired by the Vice Chairman, Councillor J Butler.

The meeting was recorded and minutes taken by Councillor P Hindle.

This meeting was adjourned from Monday November 13th as parishioners felt that insufficient notice had been given of that meeting as required by law. The Parish Council therefore voted to adjourn the meeting for a week.

1.	ACCEPTANCE OF APOLOGIES: Peter Paget, Sam Paget	Action
2.	<p>PARISHIONERS 10 MINUTES:</p> <ul style="list-style-type: none"> • Zoe Perry asked if the statement she presented at the start of the meeting on 13/11/2023 needed to be repeated. The Council asked for a written copy to be sent to the Vice Chairman and a response will be discussed. • The FOI request made at the meeting on 13/11/23 needs to be re-submitted in the name of a parishioner not in the name of the SCMC. • Mike White expressed concern with the culture of the Parish Council, and that some councillors are not trusted. He suggested that the culture is getting in the way of making progress on the Social Centre Rebuild and that for the time being we should put that aside and focus on moving forward. • Dave Paget stated that the Social Centre Management Committee accounts for the previous year are complete and have been audited, but are late for submission to the Charity Commission. • Jenna Humphries asked a number of questions regarding the proposed planning application for the Community Hub: clarity on the need for a Master Plan; is it the same building that was shown at the public meeting in June; moving the play park; who funded the architects' drawings etc? 	
3.	<p>WILTSHIRE COUNCIL - LAURA MAYES UPDATE: Laura sent her apologies for this meeting.</p>	
4.	PC MINUTES TO BE SIGNED:	

5.	NEW COUNCILLOR ELECTION: A vacancy on the council has occurred following the death of Rod Amor. The vacncy will be advertised in the parish.	JB
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<p>6.</p>	<p>MINUTE UPDATE:</p> <ul style="list-style-type: none"> • Travellers update: As per Laura Mayes the judge has still not made a ruling on the injunction. There has been some movement of vans etc on the site recently. • Wyatts Lake flooding on to A3102: Lance Beale has put in an unofficial pump that is improving the situation, but Wiltshire Council need to come up with a permanent solution. • Sandy Lane speed limit: No further update. • Pound footpath light: Has been installed and seems to be working as expected. • Brambles at Chantry Car Park: Still to be cut • High Street overhanging trees: Wiltshire Council are writing to the owner to state that they will do the work and charge him if nothing is done. • Dog bins: No update • Clerk's new laptop: On hold until new clerk is in post. • Chittoe Heath: A tree has fallen and blocked access, so the issues have temporarily gone away! Several other trees have fallen, but unsure who is responsible for maintenance. The land belongs to Spye Park, but the Parish Council have enjoyed the use of the common for many years. Is there a formal agreement? Who would be responsible if there was an accident? Jonathon Seed will contact Spye Park. • First aid course: Was advertised in the November Hoot. Ian Tuckett is collecting responses. Provisionally planned for January, date to be confirmed. Cost will be free unless participants require a certificate. • Pavilion Clock: The mains supply to the clock has been traced and is still live but the wiring is dangerous. If it can be made safe, a mains clock can be considered. • Social Centre Car Park and football field lights: Complaint about lights being left on late at night. Investigate installing sensor/timer to turn lights on at dusk and off at set time. Also, a new comer to the village didn't know there was a curb down the centre of the car park and tripped over it injuring her shoulder. Lights were connected to the old Social Centre. Question raised as to whether the PC has an accident reporting procedure and an accident book. Need to check in paperwork passed on from the previous clerk. • Pound Metro Count Request: Ongoing • Chantry Land price: Several quotes received for a formal valuation of the land, but not easy to compare like for like. Agreed to go with Mark Webb FRICS, at a cost of £650. Proposed: K White; Seconded: P Collins; passed unanimously. 	<p>WC</p> <p>WC</p> <p>JS</p> <p>JB/ ND</p>
<p>7.</p>	<p>NEIGHBOURHOOD PLAN: Master Land Planning would like to visit the village to familiarise themselves with the possible sites and meet with the Neighbourhood Plan Committee on December 7th</p>	<p>JB</p>

8. COMMUNITY HUB:

The plans are now ready to be submitted to Wiltshire Council for planning permission. A number of questions were raised during the parishioners 10 minutes and from members of the Council and were answered by J Seed and P Hindle.

- The plans are substantially the same as those agreed by the Rebuild Committee and presented to the public meeting in June. Visually they may look different because the architects have fully developed the exterior appearance from the artists impression shown before. The internal layout and size are virtually identical apart from some detail changes in the North East corner that were needed to make sure that the toilet facilities met the legal requirements for the planned number of users.
- The application is for detailed planning permission for the new building only, the rest is in outline only. The PC would need to apply for detailed planning permission for anything else, and resolve the issues of restrictive covenants.
- The new building will be built within the currently fenced off area, mainly on part of the previous footprint. It has been moved back towards the boundary hedge and rotated to give the best outlook over the Millennium Field and to maximise the light on the solar panels. The CIO has only asked the PC for a lease on this area of land; the PC will retain ownership of all the surrounding land including the play park and the car park. A draft lease has been prepared by Wansboroughs.
- Meetings would be held in either of the two halves of the divided hall or in the café area.
- Two applications for grant funding have been made: a re-application to the COF and a second to the Lottery. The COF application is progressing, and a good initial discussion has been had with the lottery. However, a formal application to the lottery requires planning permission to be granted and the build costs established.
- The design has the capability to be extended, or if necessary to be contracted. We would need to go back to the planners for a variation, but a new planning application would not be required. The area of the new building is 495m², with a possibility of extension by a further 156m². The main hall is 190m², around 10m² less than the old hall.
- **Standing orders were suspended to allow a question from Zoe Perry (Proposed: P Hindle; Seconded: P Collins) regarding whether the PC or the SCMC were in control of the insurance money.**

Proposal to submit the Planning Application to Wiltshire Council.

Proposed: J Seed; Seconded: P Hindle; For: P Hindle; J Seed; C Thompson, K White. Against: K Mahoney. 2 abstentions. Passed by 4 votes to 1.

Once the planning application has been submitted, the Rebuild Committee will have reached the end of its life and the CIO are expected to pick up the baton and lead the building project.

Proposal to dissolve the Rebuild Committee.

Proposed: J Seed; Seconded: K White; Passed with no objections.

9.	ALLOTMENT UPDATE: C Thompson still has not received the details of the small allotment holders. These will be in the package of papers provided by the previous clerk.	
10	CROWN RENT & NEW LEASE: . Still need the proposed sub-lease for the growers' larger allotments. There has been no demand yet from the Crown for payment, they want to wait for a proper agreement.	
11	PLAY AREA INSPECTION: . No issues reported	
12	DEFIBRILLATOR INSPECTIONS: . No issues reported by Sue Skelt. Defibrillator by V&P Collins is back in service.	
13	SKATEPARK INSPECTIONS: . No issues reported.	AS
14	OLDEST SERVICEMAN AWARD: . Oldest serviceman is still Ivor Gardner.	
15	RABY FUND: . List of recipients has been circulated and updated. Kate White will buy Christmas cards and arrange for the required number of £5 notes. Dennis Powney has written a short note that explains the history of the Raby bequest to go in with the cards.	KW
16	DONATIONS: . Donations by the Parish Council will be discussed at the December meeting. A list of donations made in previous years will be circulated to councillors before the meeting.	KW
17	FOOTBALL CLUB UPDATE AND PLAN FOR PAVILION: . The football club are putting together a proposal to alter the back of the building to convert the currently unused shower areas into storage, accessible via new doors to the rear of the pavilion; also, to convert the current Carnival store to a new kitchen area. A site visit was made by J Butler, K Mahoney and P Hindle to understand the planned changes. The football club are also finalising the plan to fence round the pitch to keep dogs off the playing areas. Neil Davison will bring a costed plan to the next PC Meeting. They will be applying to the Area Board and the FA for funding, but would also need funding from the PC. A line item should be added to the 2024 precept calculation for discussion.	ND
18	CHEQUES TO BE SIGNED: . Johns Associates Ltd £913.20; Earth, Environmental & Geotechnical £5486.40 Mrs Elizabeth Brown £395.50; Bromham Social Centre £143.00; Johns Associates Ltd £2172.00 Entran Ltd £2820.00; Bawden Landscapes £206.17; ROAVR Group £1035.60; Mr P Davis £378.00 Proposed: P Hindle; Seconded: K Mahoney; passed unanimously.	

19	<p>NEW CLERK UPDATE - DISCUSSION HELD IN CLOSED SESSION:</p> <ul style="list-style-type: none"> Six applications for the post of Parish Clerk were received, two have already found jobs and two did not respond when asked if they were still interested. Two candidates were interviewed by J Butler, K White and P Hindle on Wednesday November 15th. Both candidates were good, it was recommended that the Council offer the position to Ms Valerie Fergus. <p>Proposed: P Hindle; Seconded: K White; passed unanimously.</p> <p>K White will contact both candidates and offer the position to Ms Fergus subject to satisfactory references. P Hindle to contact NALC to obtain a template for an employment contract.</p>	KW PH
20	<p>COMPLAINTS / PETITION UPDATE:</p> <ul style="list-style-type: none"> The formal complaints submitted by Mrs C Read and Mr L Humphries, and the petition received from Mrs Read on behalf of 368 villagers have been forwarded to the Monitoring Officer at Wiltshire Council for decision. As reports are received from the Monitoring Officer, they will be forwarded to Councillors and discussed at the next meeting of the Council. 	JB
21	<p>PLANNING APPLICATIONS/APPROVED/APPEALS RECEIVED</p> <ul style="list-style-type: none"> 	
22	<p>URGENT PARISH BUSINESS:</p> <ul style="list-style-type: none"> C Thompson expressed concern about the recent challenges with the Parish Website, and the responsibility for checking the content and making sure it is kept up to date. Agreed that this would be passed to the new clerk to investigate. 	
	<p>DATE OF NEXT MEETING: Monday 11th December 2023 at 7.30pm</p>	