

**Minutes of Newton Toney Parish Council meeting for October 12th 2011 at 7.30pm
Held at the Newton Toney Memorial Hall**

Present were – Cllr B Eley (Chairperson), Cllr S Stubbs, Cllr T Miles (Vice-Chairperson), Cllr M Brown, Cllr J Hirst, Cllr C Andrews and Mrs Melanie Thomas as Clerk

Unitary Councillor John Smale

	Action
<p>1. To receive apologies</p> <p>Cllr I Hodson.</p>	
<p>2. Declarations of Interest</p> <p>None.</p>	
<p>3.. Minutes</p> <p>A copy of the minutes for the last meeting held on 15th September 2011 were submitted, approved and duly signed by Cllr Eley.</p>	
<p>4. Questions or points from the floor</p> <p>Note of thanks given to the Parish Council in their successful efforts to install a bus shelter in the Parish.</p>	
<p>5. Report from Unitary Councillor John Smale</p> <p>A short report was given by Cllr Smale and with reference to Broken Cross Bridge in relation to the implications of future proposed works.</p> <p>Note that Cllr Smale had been unable to attend the last meeting held of the Area Board and so was unable to provide an update on this meeting.</p> <p>Cllr Smale confirmed the importance of the Bourne Valley being represented at meetings of the Community Area Transport Group.</p>	
<p>6. Report from BVAPC representative</p> <p>Note made that a meeting of the organisation was held on 6th October 2011 and where items of note were the proposed works at the Broken Cross Bridge with agreement that the BVPAC would keep a watching brief on this matter.</p>	
<p>7. Matters arising from the last meeting</p> <p>Letter to WC regarding white lining and stop sign at The Old Forge location – following agreement at the last meeting that the Clerk should enquire with the Highways Agency as to the possibility of placing of lining and a halt/stop sign at this area of concern – Clerk confirmed that a letter had been sent to WC with note of a reply. Agreement that following suggestion by WC, a meeting is to be arranged with a representative from WC with the expression of interest to attend by Cllr Eley and Cllr Andrews – Clerk to liaise with WC as to suitable dates and confer with the PC.</p> <p>Signage on the Highway – following note at the last meeting where reference was made to signage that had apparently been removed from the highway and which related to the</p>	<p>Clerk</p> <p>Cllr Stubbs</p>

<p>Flower Festival held in the Summer time and where it was agreed that Cllr Stubbs would address the matter at the next meeting of the BVAPC and report his findings to the October meeting of the Parish Council – it was confirmed that Cllr Stubbs had not done so and made apologies – item to be addressed at the November meeting by Cllr Stubbs.</p> <p>Emergency Plan – confirmation that following agreement at the last meeting the Clerk had arranged for the print of the plan to be distributed to each household in the Parish. Action: distribution to be organised under the remit of the Hall Committee.</p> <p>Portfolio list – consideration of – Cllr Andrews – consideration of the list was made and in relation to Cllr Andrews as newly co-opted member – agreement that Cllr Andrews should replace Cllr Eley as deputy Flood Warden and in addition to work with the web master in order to undertake any necessary information updates on the PC web site. Clerk to duly update the list and distribute.</p>	<p>Hall Committee</p> <p>Clerk</p>
<p>8. Highways and Footpaths</p> <p>No items of note.</p>	
<p>9. Cutting of the river bed</p> <p>Confirmation that Cllr Stubbs had been in contact with the Environment Agency to enquire if the Agency intended to cut the river bed in the remaining months of 2011. Confirmation that the EA intends to undertake this work with the Parish Council in agreement that this should be done.</p>	
<p>10. Discussion of the possibility of reducing the amount of Parish Council meetings per year</p> <p>A discussion took place with unanimous agreement that the amount of Parish Council meetings should be reduced from eleven meetings to ten per year, one Council meeting per month with the exception of January and August. Note made that if there were a need for a meeting to be held in either January or August then the Council could call an extra-ordinary meeting if considered necessary.</p>	
<p>11. Jubilee/Olympic funding opportunity from WC</p> <p>Note made that an application could be made from the Parish Council for a grant available of £500 from the Area Board – the deadline as confirmed by Cllr Smale is March 2012 at the very latest. Due to there being only two planned Area Boards up until March 2012, Cllr Smale expressed a concern to the Parish Council that the application should be made in time for production at one of the Board meetings and ideally that of the 23rd November 2011. Agreement that Cllr Miles would liaise with the Clerk to further the relevant documentation for the application.</p>	<p>Cllr Miles/Clerk</p>
<p>12. R2 funding – discussion of possible use – current expiry of funds due in November 2011</p> <p>A lengthy discussion took place as to possible projects for the use of the R2 funding and especially in light of expiry of the funds in November 2011.</p> <p>Following query at the last meeting the Clerk reported that clarification had been sought and received from WC that an amount of £1000 could be made in retrospect of the now completed synthetic cricket pitch. Agreement made that the Parish Council would support the £1000 retrospect application leaving the amount of £1173.64 to be allocated by 6th November 2011 (a vote with five in favour with one in disagreement of which was Cllr Brown). Agreement that quotations be sought for one goal post and nets in the first</p>	<p>Cllr Brown</p>

<p>instance and any remainder monies if available to be utilised for a cricket score board. Action: Cllr Brown to supply two quotations for the goal post and nets before the 6th November 2011 deadline.</p>	
<p>13. Finance</p> <p>Clerk distributed the Parish Council's spreadsheet to the Council members with details of the Council's financial accounts and transactions for October which were then approved.</p> <ul style="list-style-type: none"> Invoices for approval: Clerks expenses £58.25 (includes Emergency Plan printing), WALC £66 (Councillor training session: Cllr Christopher Andrews), Mazars £162.00 (2010/11 audit fee). 	
<p>14. Planning</p> <p>None reported.</p>	
<p>15. Neighbourhood Watch</p> <p>A brief update of reported incidences was given and following previously distributed information.</p>	
<p>16. Management Hall Committee</p> <p>Confirmation that the minutes of the most recently held meeting (September) had been duly distributed. Items from the minutes were noted with reference to future events and intentions of the Committee.</p>	
<p>17. Parish Steward</p> <p>Confirmation from the Parish Council representative that the most recently completed list of jobs undertaken by the Steward had not been received as yet. Note that the Winter programme had been received and duly distributed to each member of the Council.</p>	
<p>18. Correspondence</p> <p>Letter from a Parishioner which had originally been addressed to the Hall Committee and copied to the Parish Council. Item was briefly discussed with agreement to agenda as a full item at the November meeting of the Council. In the meantime Clerk asked to enquire with WC as to the legal status of Parish Council erection of signage.</p> <p>Letter from Parishioner thanking Cllr Stan Stubbs for work that he had recently undertaken on behalf of the BVPAC and NTPC with regard to a query on bus services in the area.</p> <p>A discussion then took place as to how the matter had been addressed by Cllr Stubbs. After initial discussion, Cllr Stubbs left the meeting at 8.49pm with the statement that he would be tendering his resignation.</p> <p>A discussion then took place with agreement that the following protocol should be adhered to in that (i) if a Parish Councillor receives an enquiry from a member of the public then they should advise that the public member should contact the Parish Clerk directly and in the first instance (ii) matters pertaining to Parish Council business should ideally be sent from the Parish Clerk on behalf of the Parish Council as a collective organisation and following the agreement of the full Council (as opposed to a Parish Councillor writing individually) (iii) Parish matters should be addressed at a scheduled Parish Council meeting</p>	<p>Clerk</p>

<p>and as an agenda item with a decision to be made at that meeting (iv) Parish Council members should endeavour to address any Parish Council emails which are of interest to the Parish Council as a whole, to the entire membership of the Parish Council as opposed to selective Council members. Parish Council wished to note that if the issue is urgent then the Cllr should consult with the Chairman' - in this situation the Chair may then make a decision to act or even call an extraordinary meeting depending on the issue in question.</p> <p>Agreement that a letter of apology be sent to the Jane Scott, Leader of Wiltshire Council, Richard Gamble, Portfolio Holder for Public Transport and John Thomson, Deputy Leader of the Council on behalf of the Parish Council regarding the recent communications from Cllr Stubbs in his capacity as a Parish Councillor of Newton Toney Parish Council.</p> <p><i>Cllr Smale left the meeting at 9.04pm.</i></p>	<p>Cllr Eley/Clerk</p>
<p>19. Any other business</p> <p>None.</p>	

The meeting finished at 9.14pm. Date of next meeting: Wednesday November 9th 2011 at 7.30pm in the Newton Toney Memorial Hall