



BAYDON PARISH COUNCIL

Clerk to the Council: Mrs K Lloyd
07867 310121
baydonparishclerk@gmail.com

BAYDON PARISH COUNCIL MEETING MINUTES FOR MONDAY 6TH DECEMBER 2021 IN THE BYPA HALL, 6 MANOR LANE, SN8 2JE.

Present:

Cllr. Sarah Chidgey (Chair)

Cllr. Brian Billington

Cllr. Steve Sutton

Clerk: Mrs K Lloyd

Public in attendance: 4

The Clerk announced the meeting was being recorded for minute purposes and the recording would be deleted after the Minutes are approved.

1 **APOLOGIES**

Cllr. Hugo Mackenzie-Smith (Vice Chair) sent apologies.

2 **DECLARATIONS OF INTEREST**

No Declarations of Interest were raised.

3 **MINUTES FROM PREVIOUS PARISH COUNCIL MEETING**

Members **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes of the Parish Council meeting held on Monday 25 October 2021.

PUBLIC QUESTIONS

The applicant for Planning Application PL/2021/07631, 9 Ermin Close had previously emailed the Clerk to ask for Cllr. Sutton's email which had been sent to the Parish Council prior to the PC meeting on the 27th of September 2021, when the application was to be considered by Council. Cllr. Sutton had sent apologies for 27/09 meeting and submitted his comments via email.

The Councillors had discussed whether to forward Cllr. Sutton's email to the applicant prior to this meeting and it was agreed to refuse. The Environmental Information Regulations 2004 includes an exception Reg 12(4)(e) which exempts provision of internal correspondence because, essentially, the deciding factors are included in the minutes and other public documents.

The matter of Declaration of Interest was also raised by the applicant. The Clerk advised the applicant as to what was and what was not necessary as a condition of a Declaration of Interest.

4 **PLANNING APPLICATIONS**

Two Planning Applications to consider at time of publishing Agenda.

PL/2021/09948 - Finches Farm, Finches Lane- Conversion of building to a single dwelling house
(Repeat of approval 18/04221/FUL)

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000016pY1a>

The Councillors agreed to no objections.

PL/N2021/10354 - Baydon Valley Farm, Manor Lane. Removal/variation of conditions

Variation of condition 14 on planning permission 15/00980/FUL 'Erection of an agricultural worker's dwelling and garage in connection with established alpaca stud farm. Erection of associated tractor shed, hay barn, alpaca barn, a covered yard, the creation of a new vehicular access point, and highway improvement works to allow for minor amendments.

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000016qbZq>

The Councillors agreed to no objections.

Decision Notices

PL/2021/07631 - 9 Ermin Close, SN8 2JQ

Two-storey extension to the north elevation of the current property.

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000015XDrK>

Wiltshire Council refused planning permission.

To note, an email was received from the applicant following Wiltshire Council's decision notice, this was dealt with under public questions as the applicant raised this again in the meeting under public questions.

5 FINANCE REPORT

Councillors **RESOLVED UNANIMOUSLY** to confirm the December payments as shown in [Appendix 1](#).

The CASHFLOW for December was noted.

(All finance documents emailed to the Members of Council before the meeting)

6 BUDGET 2022-2023

The Clerk reported that Cllrs. Chidgey, Sutton and the Clerk had a pre-budget zoom meeting on 30 November to go through each item on the draft budget. The notes from this meeting were then emailed to Cllrs. Billington and Mackenzie for further consultation.

Cllr. Billington noted the firework budget was not spent in 2021. It was then agreed that this fund of £450 could be allocated to the Jubilee celebrations in 2022.

There were no further questions, and the budget was agreed by the Parish Council.

To note further.

Clerks Salary: It was agreed that the Clerk's salary should be increased by one point on the National Joint Council Salary Scales to point 26. This will take effect on 01/04/2022.

IT Equipment: It was agreed that the Clerk should buy a hard drive on which all Baydon electronic data should be saved

Reserves

Albourne 30mph sign: This reserve has been removed as it has been completed.

Election: The suggested £1,500 was agreed to be kept in reserves and not to be added to the running budget as there was enough reserves to cover this, if needed.

Covid: It was agreed to remove this item.

Playground equipment: This was increased to £15,000. The Clerk advised all play equipment has a lifespan, and a fund needs to be in reserves towards 'future new play equipment'.

Traffic Calming: It was asked to keep the reserve of £7,500 as more speed calming devices may be considered in the future.

Total Reserves – £23,950

Forecasted balance on 31.03.2022 is £37,500 – minus allocated Reserves £23,950 = £13,550.

The Councillors approved the Budget, and the Precept will be ratified in the January meeting when there is full Council present. See [Appendix 2](#) for the full budget.

(Note: The budget shows under Income for 2022-23 a proposed Precept of £14k, this is to be used for consideration, the Precept will be considered and set in January's meeting)

7 **CHURCH CLOCK FACE RESTORATION**

Cllr. Chidgey reported that Mr Peter Chambers had taken over the restoration of the WW1 Memorial Clock Face, located in the Church Tower on behalf of Local Church Council (LCC). One of the churchwardens (now no longer in position) had initially progressed this in late 2019, obtaining quotes for the restoration from Smiths of Derby who have been servicing the clock for some time and The Cumbria Clock Company. The cheaper quote from Cumbria Clock Company has been accepted by the War Memorial Trust following Mr Chambers' application for a 50% grant of the full cost, estimated at £5k.

As agreed at the last meeting, Cllr. Chidgey had contacted Deacons of Swindon, who built the clock, to ask for a contribution towards the restoration. Deacons are willing to contribute £500 but only if Smiths of Derby conduct the restoration. Deacons has a working relationship with Smiths of Derby which goes back generations.

Cllr. Chidgey also raised concerns around whether Smiths of Derby would continue to service the clock if The Cumbria Clock Company carried out the restoration.

After discussion, it was agreed that the Parish Council would take ownership of the restoration of the Memorial Clock Face.

Mr Chambers will contact the War Memorial Trust to report that the project is now being taken over by the Parish Council and the process will be started over again in the hope that Smiths of Derby will be able to requote.

ACTION: Clerk/Cllr. Chidgey

8 **ENVIRONMENT GATE WEIGHT RESTRICTION, BAYDON ROAD/C146**

Cllr. Chidgey said as discussed at the last meeting it is unlikely that we would be able to obtain an Environment Gate Weight Restriction any time soon.

However, we can try and progress a traffic/speed count through the village, which would help to identify how many heavy goods vehicles are coming through the village. Cllrs. Chidgey, Sutton and Billington will help to submit a traffic survey request form and identify the positioning of the metro count equipment.

ACTION: Cllr. Chidgey/Sutton/Billington

9 **SAM (SPEED ACTIVATED MESSENGER) / AUTHORITY POLE**

The Clerk was pleased to report that the SAM is now purchased, and it is with the Wiltshire Council contractors waiting to be installed.

10 **VAS (VEHICLE ACTIVATED SIGN)**

The Clerk reported that Wiltshire Council contractors came out and removed a part to stop the sign from flashing. The sensor part ordered still had not arrived. Since, they have reported that they are considering removing the VAS because the Parish Council is having a Baydon another SAM installed. The Clerk did ask for the VAS to stay in situ along with the SAM, but Wiltshire Council said they will need to review the situation once the SAM is installed and let Baydon know later, they also mentioned wanting to use spare parts from the Baydon VAS for other VAS in the area.

11 **RSPA PLAYGROUND SAFETY INSPECTION REPORT**

The Clerk reported that the RoSPA carried out the Playground Inspection in October. Comments raised in the report were the following:

Carousel matting: The side that was not re-matted this year was mentioned to be rising, it was agreed to monitor the use.

Swing Basket: This is always commented on in the annual inspection report, it states a secondary support device is required to prevent collapse in the event of supporting component failure and gives it a mark of 'Moderate' likelihood of happening and severity. It was agreed to monitor.

The Large Multiplay surfacing was mentioned as remedial work. It was agreed to monitor.

12 **BAYDON HOLE FLY-TIPPING**

Cllr. Chidgey reported that the rubbish dumped on the road which was reported to Wiltshire Council by a resident was removed quickly. General rubbish has improved but some rubble has been dumped in the gateway but this is off the road.

13 **THE COUNTRY LANDOWNERS' ASSOCIATION AND LEAF LINKING THE ENVIRONMENT AND FARMING (LEAF)**

Cllrs. Chidgey and Mackenzie met with the School Headmistress and are working together to potentially have a sort of Farming/Countryside week in the Spring of next year. One local farmer would be happy to host a farm visit but requires more info/details. Cllr. Chidgey is liaising with the school and will provide an update when there is something to report.

14 **THE QUEEN'S PLATINUM JUBILEE CELEBRATION WEEKEND – THURSDAY 2ND JUNE TO SUNDAY 5TH JUNE 2022**

Nothing further to report.

15 **CHRISTMAS TREE AND CAROLS**

Cllr. Chidgey said a thank you to Debbie Moxon for getting us such a fantastic tree.

A big thank you to Jim Grove, and the Christmas Tree gang: Rob and Ali Howe, Mario Appello and Andrew Head for getting the tree up on Saturday. Thank you too to Anna Gandolfo for kindly providing the refreshments. The Christmas Tree gang will be taking the tree down on January 8th. The Carols Under the Tree is planned for Friday 17 December.

16 **CORRESPONDENCE**

02/11 Baydon Gulley Tank Clearance. This was done week beginning 22nd November.

16/11 Email: Planning Enquiry, an email asking for pre-planning advice. The Clerk replied saying that the Parish Council could not comment without seeing plans.

25/11 Email from Wiltshire Council. - Link to the recording of the recent Neighbourhood Plan Webinar, held on the 9th of November by CPRE Wiltshire and Wiltshire Community Land Trust. Cllr. Chidgey was unable to attend due to work commitments.

23/11 Email Next Marlborough CATG meeting 9th December at 10am via Teams. Cllr. Chidgey may not be able to attend all of the meeting and asked if any other Councillors could?

17 **COUNCILLOR / CLERK REPORTS**

Cllr. Chidgey said that the Fancy B opens on Saturday 11 December and is sure there will be a great turn out on the opening night, but it is so not just about the opening night, and hopes that support continues, especially from those who have expressed such great support on the Baydon Facebook page.

18 **MATTERS FOR FUTURE CONSIDERATION**

Defibrillator location.

Precept agreed.

19 **DATE OF THE NEXT FACE TO FACE MEETING**

The date of the next meeting is Monday 17 January 2021 in the BYPA hall.

APPENDIX 1

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PAYMENTS AND RECEIPTS FOR DECEMBER 2021

Expenditure brought forward £9,181.75

Payments

Cheque No	Payee	Description	Amount
SO	Kim Lloyd *	November - Salary	
SO	Kim Lloyd *	December - Salary	
BACS	Kim Lloyd	Annual Expenses	312
BACS	Stocksigns *	SAM	2880
BACS	Castle Water *	Allotment Water	77.17
BACS	SSE *	Temp-Fiveways Electricity	66.15
			£ 4,079.34

* Paid in between Meetings

NB PAYE Employee, Employers and NI contributions are accrued and paid quarterly

Receipts

01/11/2021	Barclays	Cricket Ground Bank Interest	£	0.01
01/12/2021	Barclays	Cricket Ground Bank Interest	£	0.01
Total Receipts			£	0.02

Financial Position

Balance carried forward 31/03/21	£	32,849.20
Receipts for year to date	£	17,488.59
Less payments for year to date		£13,261.09
Total	£	37,076.70

Projected Year End 2021/2022

Opening balance	£	32,849.20
Add forecasted receipts for year	£	16,104.00
Less forecasted payments	£	15,007.12
Forecasted year end reserves	£	33,946.08

Kim Lloyd
Clerk/Responsible Financial Officer
06/12/2021

APPENDIX 2

BAYDON BUDGET - 2022/2023

Updated 30 November 2021

	Budget 2021/22	Estimated Spend on 31/03/2022	BUDGET 2022/2023
EXPENDITURE (NET)			
Annual audit	£ 60.00	£ 50.00	£ 50.00
Christmas event	350	315	350
Clerk expenses	£ 314.00	£ 312.00	£ 312.00
Clerk training	160	82	85
Clerks salary			
Clock maintenance service	£ 250.00	£ 241.00	£ 250.00
Councillor expenses	50	0	50
Councillor training	250	0	250
Councillor travel expenses	50	0	50
Dog Waste Collection	£ 273.00	£ -	£ 300.00
Donations/Contributions	£ 385.00	£ 275.00	£ 385.00
Electricity (was for both water and elect)	£ 200.00	£ 184.00	£ 200.00
Defibrillator (4 years)	£ 1,800.00	£ 72.00	£ -
Fireworks	450	0	450
GDPR	£ 35.00	£ 35.00	£ 35.00
Grass cutting	£ 2,600.00	£ 2,475.00	£ 2,500.00
Hall hire	150	121	150
Insurance	£ 600.00	£ 607.77	£ 650.00
New IT equipment	0	0	100
Newsletter Baydon Scene	100	0	100
Playground Inspections 6 checks and 1 annual check)	£ 190.00	£ 99.00	£ 250.00
Playground new equipment	Reserve	0	Reserve
Playground repairs and maintenance	Reserve	£ 1,213.00	£ 500.00
Postage	£ 15.00	£ 7.80	£ 15.00
Stationery	25	50	50
Subscriptions	£ 250.00	£ 276.91	£ 300.00
Traffic Calming	Reserve	£ 2,550.00	Reserve
Village Equipment maintenance	£ 500.00	£ -	£ 500.00
Water	£ 130.00	£ 100.00	£ 100.00
Website expenses	£ 120.00	£ 123.85	£ 150.00
Zoom Licience	£ 120.00	£ -	£ -
NET TOTAL EXPENDITURE	£ 15,007.12	£ 14,770.45	£ 13,894.12
INCOME			
Precept	15804	15804	14000
Cil Payments	337.68		337.68
Allotments	300	280	280
Allotments water	100	96.88	100
VAT Recovery	1587.68	1587.62	
TOTAL INCOME	£ 18,129.36	£ 17,768.50	£ 14,717.68
INCOME LESS GROSS EXPENDITURE	£ 3,122.24	£ 2,998.05	£ 823.56
ALLOCATED RESERVES			
Election	1500	1500	1500
Playground future equipment replacement	7500	7500	15,000
Traffic Calming	10000	7450	7450
TOTAL	£ 19,000.00	£ 16,450.00	£ 23,950.00
General Reserves Account	£ 16,208.10	£ 16,219.87	
Cricket Fund Account	£ 1,218.51	£ 1,218.64	
Estimated TOTAL Funds at 31.03.2022	£ 36,594.73	£ 37,546.22	