



# BAYDON PARISH COUNCIL

Clerk to the Council: Mrs K Lloyd  
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## BAYDON PARISH COUNCIL MEETING MINUTES FOR MONDAY 13<sup>th</sup> JULY 2020. THIS WAS A REMOTE MEETING

**Present:** Cllr. Sarah Chidgey (Chair).  
Cllr. Hugo Mackenzie-Smith (Vice Chair).  
Cllr. Steve Sutton.  
Cllr. Brian Billington.  
**Clerk:** Mrs K Lloyd.  
**Public in attendance:** 1.

The Clerk announced the meeting is being recording for minute purposes and the recording will be deleted after the Minutes are approved.

### 1 **APOLOGIES**

No apologies received.

### 2 **DECLARATIONS OF INTEREST**

No declarations of Interest received.

### **MINUTES FROM PREVIOUS PARISH COUNCIL MEETING**

Members **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes of the Parish Council meeting held on Monday 15 June 2020.

### 3 **PUBLIC QUESTIONS**

None.

### 4 **PLANNING APPLICATIONS**

One notification received regarding amended plans submitted to Wiltshire Council:

**20/03474/FUL Land off Aldbourne Road, Baydon.** – The erection of a residential dwelling.

Amended plans have been submitted to Wiltshire Council.

These can be viewed on the website <https://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,910362>

### 5 **FINANCE REPORT**

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

The CASHFLOW for July was noted.

The Budget vs Expenditure for Q1 was reviewed with no questions raised.

### 6 **(AGAR) ANNUAL GOVERNANCE ACCOUNTABLEIY RETURN 2019/20 PART 2.**

(a) The members of the Parish Council approved, and the Chairman signed the Annual Governance Statement 2019/20 Section 1.

(b) The members of the Parish Council approved, and the Chairman signed the Annual Accounting Statement 2019/20 Section 2.

**7 INTERNAL AUDIT REPORT.**

The Clerk emailed the internal audit report to the members of the Parish Council. In conclusion the internal auditor considered that, within the Parish Council, the management of processes by the Clerk and Councillors is continuing to be well controlled and monitored.

**8 CORRESPONDENCE**

The Clerk received an email on 20/6 from PSCO Melissa Camilleri saying she will be back patrolling the area soon and is currently compiling a parish report for the area for the month of June and we should be receiving this shortly.

**9 MANOR LANE DETERIORATION**

Following an email from a resident in Manor Lane requesting the Parish Council to ask Wiltshire Council if repair work could be done to Manor Lane road. The Clerk received a response from Martin Cook in Highways at Wiltshire Council who said he would look at the area when next in Baydon and would add to the ongoing list of repairs.

**10 VOLUNTARY VILLAGE WORKING PARTY REQUEST.**

An email was received from a local resident asking the Parish Council to consider how weeds can get removed from pavement edges and gutters in the village on a seasonal basis. Ermin Street was reported as the worst road. Cllr. Chidgey said, it is a pity the people that live in the houses fronting pavements do not weed the area directly outside their house. Cllr. Sutton raised the comment to Barbara Furber doing the weeding in Downsmead. All the members of the Parish Council **Thank Barbara Furber** for doing this. The local resident that emailed suggested the Parish Council either employ a contractor to visit on request to clear roadside silt/weeds and spray roots. Or create a voluntary village working party, like the litter picking volunteers. Cllr. Chidgey thought it would only be the same people that come forward to volunteer. Another resident had also approached Cllr. Chidgey suggesting the Parish Council employ a contractor to clear the abundance of moss growing, and that the Parish Council are not short of reserves. Cllrs. Sutton and Mackenzie-Smith felt this was a job for the Parish Steward, The Clerk will email the Parish Steward and Cllr. Sutton will approach the Parish Steward when next in the village. In the meantime, the Clerk was asked to obtain some quotes for the work which can be discussed in our next meeting.

**ACTION: Clerk/Cllr. Sutton/Parish Steward.**

**11 PLAYGROUND QUOTE AND REOPENING OF EQUIPMENT.**

Following the last meeting, the members of the Parish Council accepted the quote from ARD Playgrounds for the repairs following the annual inspection report.

The members thought it would be good to get the work done while the playground was closed. However since, the government has announced playgrounds can be opened if it was believed to be safe. The members agreed for the playground to be opened using signage to ask all users to follow the guidelines on the notices and to use the equipment at their own risk. Cllr. Sutton had done a visual check of the playground before the notices were put up. The members of the council thanked Cllr. Sutton. Cllr. Chidgey said the notices are not laminated, so will need to be replaced at some point.

**12 VJ CELEBRATIONS – SATURDAY 15 AUGUST.**

Cllr. Chidgey said the VE day celebrations could not be held due to Covid lockdown, although some residents held small socially distanced street parties. Cllr. Chidgey proposed it would be great to have a celebration for VJ day to bring the community together, with social distancing guidelines followed. Cllr. Sutton offered to co-ordinate the event if volunteers came forward to help. Musicians are also welcomed. The members said it would be good to hold the event in The Paddock and for everyone to bring their own food and drink.

The Clerk was asked to draft a poster which could be advertised on the website, Facebook and the noticeboard, once the School said they were happy for the paddock to be used for the event.

**ACTION: Clerk/Cllr. Sutton.**

**13 HANDRAIL AND STEPS FOR FOOTPATH OFF MANOR LANE.**

A local resident contacted the Parish Council through the website to report the roadside verges In Manor Lane were cut by a tractor, with the name of Jackson sign written on the side. It managed to chop down the bannister rail of the footpath leading to Baydon House. The local resident asked if this could be replaced soon as the steps are also rotten, and it is now become a hazard to walkers.

Cllr. Chidgey said that after a discussion with Colin Phillips and him taking a looking at what needed to be done, he had said that he would be happy to carry out the repairs necessary. Whilst conducting the repairs, on a very wet Saturday, Guy Watson offered to help Mr Phillips. The members of the Parish Council **Thanked Colin Philips and Guy Watson** for doing the repair, **Jim Cunningham** for providing some wood and **Debbie Moxon** for providing some ballast. Cllr. Chidgey said it is great when those in the village work together to get things done, and then raised the point that the resident who had contacted the Parish Council via the website should have been asked if they would like to help with the repair work.

**14 COUNCILLOR / CLERK REPORTS.**

None.

**15 CO-OPTION OF COUNCILLORS**

No candidates come forward for Co-option to fill the three available vacancies.

**16 DATE OF NEXT MEETING.**

The date of the next REMOTE meeting is Monday 7<sup>th</sup> September 2020 at 8pm.

This will be a remote meeting unless government guidance announces the Parish Councils can meet again.

ALL COPY ATTACHMENTS AVAILABLE FROM THE CLERK OR CAN BE DOWNLOADED FROM THE [BAYDON WEBSITE](#)

## APPENDIX 1

## PAYMENTS AND RECEIPTS FOR JULY

Expenditure brought forward £3,400.55

**Payments**

Cheque No	Payee	Description	Amount
S/O	Kim Lloyd	Clerk Salary	£351.79
BACS	HMRC	Employer and Employee contributions	88
BACS	David Weller	Internal Auditor	£50.00
S/O	Kim Lloyd	Clerk Salary	£351.79
BACS	HMRC	Employer and Employee contributions	£88.00
BACS	Autlea Payroll Services	Payroll	£64
			<u>£ 993.59</u>

**Receipts**

BACS VAT Refund	£ 1,796.99
BACS Interest in Cricket Fund account	£ 0.61
Alotment Rent	£ 8.00
Total Receipts	<u>£ 1,805.60</u>

**Financial Position as at 13 July 2020**

Balance carried forward 31/03/20	£ 48,860.10
Receipts for year to date	£ 2,096.62
Less payments for year to date	£4,394.14
Total	<u>£ 46,562.58</u>

**Projected Year End 2020/2021**

Opening balance	£ 50,657.09
Add forecasted receipts for year	£ 300.00
Less forecasted payments	-£ 12,931.00
Forecasted year end reserves	<u>£ 38,026.09</u>

Kim Lloyd  
Clerk/Responsible Financial Officer  
13/07/2020