



## Minutes

### BAYDON PARISH COUNCIL MEETING

Monday 16 October 2017 - 8.00PM IN THE BYPA HALL, MANOR LANE

**Present** Cllr Amy Bryan (Vice-Chair)  
Cllr Brian Billington  
Cllr Sarah Chidgey  
Cllr Sarah Hancock  
Cllr James Lawrence

Cllr James Sheppard (Wiltshire Councillor)

**Clerk** Oliver Armstrong

**Public** 14

**1** **APOLOGIES**

Cllr Tamsin Witt (Chair)

**2** **DECLARATIONS OF INTEREST**

No declarations of interest.

**3** **MEETING CONDUCT**

Cllr Chidgey reminded the council and members of the public that all discussions during public question time must be conducted in a calm and polite manner at all times. The meeting will be suspended if the council agree that a person is not acting in accordance with the meeting protocol.

**4** **PUBIC QUESTIONS**

Mr Grove stated the previous clerk had paper notices for illegally parked cars and wanted to raise the issue of parking during school pick up and drop off. The Cllr Bryan reported the issue was being addressed by the school.

Mrs Archer expressed her disappointment at not being able to attend the meeting with Wiltshire County Council due to short notice and also voiced her concerns on the build out near Ermin close.

Mrs Jukes also expressed her dissatisfaction regarding the decision to progress with the build out near Ermin close.

AS A RESULT OF UNACCEPTABLE BEHAVIOUR BY MEMBERS OF THE PUBLIC THE MEETING WAS SUSPENDED AT 8:18

MEETING RESUMED AT 8:20

Members of the public who did not get an opportunity to ask a question during public question time were asked to contact the Clerk directly.

**5** **MINUTES FROM PREVIOUS PARISH COUNCIL MEETING**

Members **RESOLVED** to confirm and adopt the minutes of the meeting held on 12<sup>th</sup> September 2017 as a correct record.

**6** **POLICE REPORT**

Members **NOTED** the Police reports received on 04 October 2017.

**7**     **CORRESPONDENCE**

Members **NOTED** the following correspondence.

**07 September 2017** – E-mail from Mrs Archer.

**09 September 2017** – Letter from Ms Mapstone.

**29 September 2017** – E-mail from Mr & Mrs Jukes.

**8**     **CLERKS REPORT**

The Clerk stated the bank mandate update forms for Cllr Billington and the Clerk had been submitted and was awaiting a reply. The Clerk updated members on grounds maintenance issues stating that a meeting would be arranged with the contractor to discuss solutions to the hedge on the Green and grass removal.

**9**     **MOBILE LIBRARY**

Cllr Bryan stated that the Wiltshire Mobile Library Service consultation was open until 4<sup>th</sup> November 2017. Members agreed to not make any further comment but for the Clerk to notify the school and publicise the end date on the website and in the Baydon Scene.

**10**    **PARISH STEWARDSHIP SCHEME UPDATE**

Cllr Bryan confirmed the parish steward was scheduled in for half a day in Baydon per month. Over the past 3 months the steward had been conducting maintenance work including clearing gullies and cutting back vegetation obstructing road signs.

**ACTION:** The Clerk was instructed to create a list of top 10 priorities and circulate for approval

CLLR SHEPPARD LEFT DURING THIS ITEM

**11**    **PLAYGROUND INSPECTION**

Members **NOTED** the annual playground inspection, a copy of which appears as appendix A . The report indicated one item of high risk and several items of low risk.

**ACTION:** The Clerk was instructed to get quotes for the repair works and report back at the next meeting where a maintenance schedule can be approved.

**12**    **CHRISTMAS EVENT**

Cllr Bryan stated the Christmas Tree was due to be erected during the first weekend in December and thanked the volunteers responsible for installing the tree. The tree was being provided by the owners of Baydon House Farm.

Cllr Bryan stated the Chair had received notification that Mrs Wyatt would provide mince pies and warm mulled wine on the green during the Carols Around the Tree event.

Councillors thanked the owners of Baydon House Farm Mr & Mrs Hugo McKenzie-Smith for their contribution to the community.

**13**    **FIREWORK DONATION**

Members **RESOLVED** to agree an additional expenditure of £15 from the Fireworks Contribution/Purchase budget (£155 available in budget) for the triple finale and to agree the request from Baydon Firework Group to use the event shelters and pedestrians road signs for the event on November 4<sup>th</sup> 2017.

**14**     **WW1 COMMEMORATIVE TREES**

Members **RESOLVED** to agree to apply for a total of ten trees to be located in the village. Seven trees would be planted in the paddock and three further trees will be planted in the Baydon playground.

**15**     **MOBILE PHONE PURCHASE**

Members deferred the discussion regarding the phone for the next meeting.

**16**     **ROAD MARKINGS**

Cllr Bryan explained a H-Bar white road marking could be placed in front of the entrance to the Red Lion car park and to the new dwelling on Ermin Street to discourage parking in these locations when the house is eventually occupied. The installation of the H-Bar markings would not incur any cost to Baydon Parish Council.

Members **RESOLVED** to agree to apply for the H-Bar white road marking via the Community Issue online. The item can then be discussed further at CATG.

**17**     **20MPH LIMIT FOR MANOR LANE**

Cllr Bryan updated members on the 20mph speed limit assessment for Manor Lane. An assessment would cost £2,500 but could include multiple roads in the village.

Members **RESOLVED** to agree to include for this expenditure during the 2018/19 financial year and would discuss this further at the next meeting.

**18**     **30MPH ALDBOURNE ROAD**

Cllr Bryan updated members on extending the 30mph speed limit on the approach to Baydon along Aldbourne Road. Baydon Parish Council has ring fenced the £5,000 for the project and this was not due to start until other traffic calming schemes in the village were finalised.

Cllr Chidgey questioned the cost involved in the project and requested a detailed breakdown.

**ACTION:** The Clerk was asked to get a breakdown of costs for the project and report back.

**19**     **ERMIN ST (NEAR ERMIN CLOSE) BUILD OUT & WESTERN GATEWAY**

Cllr Lawrence provided an update on the Tuesday 10<sup>th</sup> October meeting when he and Cllr Chidgey met with Wiltshire County Council's; Mr David Thomas (Traffic Engineering Manager), Ms Sarah Marshall (Legal Team) and Wiltshire Country Cllr Jane Davies (representing Councillor James Sheppard).

The objective of the meeting was to discuss concerns raised by villagers around the Ermin Street Buildout. It was noted that Mrs Jane Archer did not attend the meeting due to the short notice.

The revised works to the Western Gateway was also discussed.

All representatives from Wiltshire County Council agreed that the proposed build out will improve road safety and Baydon Parish Council agreed to confirm (via email) with Mr David Thomas that having taken into consideration comments from residents, it is happy to proceed with the proposed works to the Western Gateway and the Ermin St/ Ermin Close build out, as previously agreed in the Parish Council meeting 11th September 2017.

**20**     **MEETING DATES FOR 2018**

Cllr Hancock stated some of the dates for the 2018 meetings would not be suitable and the meeting dates needed revising.

**ACTION:** The Clerk was asked to revise the dates for consideration at the next meeting.

**21** **PLANNING DECISIONS**

Members **RESOLVED** no objection to the following planning application:

**17/09488/FUL**

**Address:** 18 Newtons Walk, Aldbourne Road, Baydon, SN8 2FF

**Proposal:** Rear single storey extension

**22** **FINANCE REPORT**

Members **RESOLVED** to approve the finance report, a copy of which appears as appendix B.

**23** **QUARTLEY BUDGET REVIEW**

Members **NOTED** the quarterly budget review.

**24** **AUDIT COMPLETION**

The Clerk explained he had received the annual return for the 2016/17 financial year and stated he was required to advertise the conclusion of audit. Members **NOTED** the completion of the 2016/17 external annual audit.

**25** **ITEMS TO NOTE**

Members **NOTED** several items;

There was still a vacancy for another councillor on the Council.

The SID had been installed temporarily but battery purchases needed to be agreed at the next meeting.

The Fireworks Event is due to take place Saturday 4<sup>th</sup> November 2017 and the Litter pick has been booked in for Sunday 5<sup>th</sup> November 2017.

Baydon Ladies night is due to take place on Friday 8<sup>th</sup> December 2017.

The Christmas Carols Around the Tree event will take place on Friday 22<sup>nd</sup> December 2017.

**26** **ITEMS FOR NEXT MEETING**

Members **NOTED** several items to be included on the agenda for the next meeting;

The Church request for assistance with repair costs.

To finalise the 2018/19 budget.

To finalise the Christmas tree arrangements and Carols Around the Tree event.

The meeting closed at 21:02.

Signed

Cllr Amy Bryan/Vice-Chair

Date