

Berwick St John Parish Council

Parish Clerk; Mrs C Churchill

1 Tower Farm Cottages, Quidhampton, Salisbury. SP2 9AA
01722 743027

clerk@berwickstjohnparishcouncil.org
www.berwickstjohnparishcouncil.org

To Cllrs Bell, Bridges, Hall, Keyse, Marks, Meade and Sparkes.

You are hereby summoned to attend a Virtual Meeting of Berwick St John Parish Council to be held on Monday 9th November 2020 at 7.30pm to transact the business on the attached agenda.

If you are unable to attend this meeting please could you let me know as soon as possible, if sending apologies please ensure they are sent by 12pm on Monday 9th November.

Council are asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status and any disability); Crime and Disorder, Health and Safety and Human Rights. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (01722 743027) or (clerk@berwickstjohnparishcouncil.org) at least 24 hours before the meeting so that every effort may be made to provide access

Clare Churchill.

Clerk to Berwick St John Parish Council.

2nd November 2020.

Agenda for a Virtual¹ Meeting of Berwick St John Parish Council to be held on Monday 9th November 2020 at 7.30pm

This meeting will be held using the Zoom Video Conferencing Platform

Join Zoom Meeting

[Please follow this link to join the meeting](#)

Meeting ID: 849 8670 4353

Passcode: 085008

Members of the Public are welcome to attend and are invited to speak if they so wish. If a member of the public wishes to speak, please could they advise the clerk as soon as possible? Public question time will be for a short period prior to the start of the meeting.

The running order of the Agenda is at the discretion of the Chairman and may not always follow the sequence as listed. In order to ensure being present during the consideration of an Agenda item (wherever it may appear on the list of items to be considered), Councillors and members of the public are advised to be present at the meeting from the time given above.

Prior to the start of the meeting there will be a short period of time set aside for questions or statements from members of the public on any matter concerning the village.

To receive a brief report from Wiltshire Cllr Mrs Jose Green.

AGENDA

1009. Apologies for absence and to consider whether to approve the reasons given.

Please note that without a reason for absence an apology can not be accepted.

Local Government Act 1972 s85(1).

Failure to attend a meeting for a period of 6 consecutive months will result in a member ceasing to be a member of that authority unless the failure to attend was approved by the authority before the expiry of that period.

1010. To approve the Minutes of the Meeting held on 7th September 2020.

Local Government Act 1972 sch 12 para 41(1)

1011. Interests.

- (i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.
- (ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.

Cllrs are reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.

1012. To exclude members of the Public and Press. To resolve to exclude, if required, for matters that need to be discussed in confidence.

Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100.

1013. Update of actions form the Minutes dated 7th September 2020.

1. (0989.1) Sign for the overflow car park at the Memorial hall - the making of this sign. Cllr Meade
2. (0989.2) Emergency Plan. Cllr Hall.
3. (0989.3) Update on the purchase of a flag and flag pole for the Memorial Hall. Cllr Sparkes
4. (1000iii) Telephone kiosk in Water St. Clerk has informed BT that the parish wishes to adopt this kiosk.
5. (1000.iv) Painting of the telephone kiosk.
6. (1001) Planting of the Oak tree. Cllr Bridges

All other actions are separate agenda items.

¹ In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

1014. Parking at the village hall. To receive an update on the issue.

The cost of a disclaimer sign varies depending on material used.

[link to disclaimer signs](#)

[examples of wording for disclaimer signs](#)

1015. Flooding within the parish. To receive an update on the drains and gullies within the parish.

(i). To confirm if the following drains have been attended to;

- Bottom of The Tithe House Drive
- About 10 on The Cross
- Couple at the Top of Water Street
- Also mud on the road from the recent heavy rain.

(ii). No date has been set for the next Flood Working Group, an email regarding the format for the meeting has been circulated.

(iii). Update on the checking of drains by the parish Flood Warden.

1016. Play Area / Village Hall car park.

(i) Grass cutting

(ii) To note the inspection report (if received)

(iii) To receive an update on the state of the shed and to authorise any work required.

(iv) To note any issues or concerns.

1017. Highways

(i) To receive an update on the following after the letter sent to WCllr for the Fovant ward:

- white lines at the junction of Luke Street / Top Road.
- illegible sign for bend going out of village towards Alvediston.
- missing sign junction of Top and Bottom roads.
- posts for the guard rail on bottom road (east of the junction with Top road)
- Obscured 30mph on Top Rd (near Upton Cottages).

Cllrs are reminded that any issue should be reported to WC using the app, this ensures it goes on the list. If possible using a smartphone at the location ensures it is recorded correctly.

(ii) To receive an update on the request to WC to clean the roads preferably with a road sweeper.

(iii) To note any matters that need reporting to Highways

(iv) To note previously reported overgrown vegetation and outcome following sending of a letter;

- Hedge opposite Ferne
- Hedge at the junction of Top Rd and Main Rd

(v) To note any items to be placed on the Parish Steward list.

(vi) Rights of Way.

- Clerk has requested the directional signs (0994).
- Re-establishing the ancient path the Cranborne Drovers Way, which forms part of the now named the Great Chalke Way. Cllr Bridges to report.

1018. Traffic speeds in Berwick St John.

Reports of vehicles driving in excess of the speed limit have been reported. To consider the options available to help raise driver awareness and reduce speed. See attached reports on Community Speed Watch and also 20mph schemes.

PLANNING

1019. To respond to Wiltshire Council on the following planning applications.

- (i) **20/08983/LBC. Cobblers Cottage, Water St.** Replace 6 ill fitting timber casements, repaint all windows and doors and clad existing rough finished and stained brickwork to front elevation of old southern lean-to.

[Cobblers Cottage](#)

- (ii) **20/08615. The Chapel.** Conversion of former Methodist chapel to holiday accommodation.
[The Chapel](#)

1020. To consider how to respond to any planning applications received after the publication of this agenda.

1021. To note any applications for tree work received after the publication of this agenda.

1022. To note the current status on a planning decision from Wiltshire Council.

The planning application for the Walled Garden (20/03937) is currently undetermined.

1023. Breaches of deemed planning consent. To receive information relating to any breaches of planning within the parish, this maybe work carried out without appropriate planning consent or not in accordance of planning consent.

1024. To receive an update on the following;

- (i) Berwick St John Parish Council website.
- (ii) Covid-19
- (iii) Berwick St John village website
- (iv) Invasive plants within the parish

Finance.

1025. Year ending 31st March 2021.

- (i) To note the balance of the accounts.

Opening balance £13,577.20

Total receipts £ 7,304.15

Total payments £ 2,283.02

Closing balance £18,578.33

This includes ring fenced sums totalling £809.61, leaving an available balance of £17,768.72

The ringfenced sum consists of £500 from the sale of the football goals and £309.61 for printer and website training (transparency grant).

- (ii) To note the budget / spend spreadsheet.

- (iii) To vire funds from reserves to budget if required.

- (iv) To note payments made since the last meeting (£95 – 2 x broadband monthly).
Invoice for flag pole and flag yet to be paid.

- (v) To authorise payments due

Local Government Act 1972 s150(5)

1026. To agree what should be submitted to the Bulletin.

1027. To set a budget for the financial year ending 31st March 2022.

1028. To request a precept for the financial year ending 31st March 2022

1029. Clerk's Report inc correspondence

Emails re coronavirus

SWWAB meeting (virtual) on 11th November

CATG (September) meeting was held virtually.

SWWAB – was held virtually meeting on 30th September

Attended webinar on Website Accessibility.

Attended the SLCC virtual conference

1030. To note items for the agenda of the next meeting. Any items for the agenda should be sent to the Clerk before Thursday 17th December 2020.

Cllrs are reminded that agenda items should include a title, brief description and a proposal.

1031. To confirm the date of the next meeting as Monday 4th January 2021.

This meeting will be held in the village hall if restrictions allow otherwise it will be held via the Zoom conferencing platform.