

**MINUTES OF THE MEETING OF
ZEALS PARISH COUNCIL**

HELD ON

Thursday 30 March 2023, At Zeals Village Hall

(<https://www.hugofox.com/community/zeals-parish-council>)

The meeting was opened at 7.00 pm

PRESENT: Cllrs C Spencer (Chairman), J Gray, D Corbin, M Gibbons, Cllrs L d'Ambrumenil, A Patch, Mrs F Hill (Clerk)

PUBLIC SESSION

3 members of the public were present.

Cllr G Jeans (WC) was present.

ZPC 22/68 TO RECEIVE AND AGREE APOLOGIES FOR ABSENCE none received

ZPC 22/69 DECLARATIONS OF INTEREST -

- (i) To consider any written requests for dispensations by the clerk. none
- (ii) To receive any declarations of interest

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Zeals Parish Council Code of Conduct for Members and by the Localism Act 2011

ZPC 22/70 COUNCIL APPROVED AND SIGNED AS A CORRECT RECORD THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON THE 26 JANUARY 2023, AND PLANNING MINUTES OF THE 10 AND 28 FEBRUARY 2023.

Proposed Cllr d'Ambrumenil, Seconded Cllr A Patch

Resolved 6 – 0 - 0
(for-against-abstain)

ZPC 22/71 ACTIONS/MATTERS ARISING FROM PREVIOUS MEETING (not covered by other agenda items)

- (i) *The Clerk confirmed that the Church who are organising the event have Insurance for the Coronation event. The Village Hall have insurance cover for a bouncy castle.*
- (ii) *The Clerk reported that she had queried the planning permission at fountain cottage pl/2022/04563. Permission appears to have been granted on the same day the amended plans were submitted which were not sent out to consultees. This has been passed to the case officer but no response as yet.*

ZPC 22/72 CLERKS REPORT

- (i) Councillors **RESOLVED** to fund the Clerk to start her FILCA qualification. The total price is £120 + VAT. Stourton with Gasper PC have agreed to fund half the cost.
- (ii) Councillors **RESOLVED** the clerk should purchase a new council laptop at £394.58 + £78.92 VAT. Also to share the cost of Microsoft 365 with Stourton with Gasper £60/2= £30

Proposed Cllr d'Ambrumenil, Seconded Cllr A Patch

Resolved 6 – 0 - 0

ZPC 22/73 FINANCE MATTERS

- (i) Council **NOTED** the balance of the account. £4531.48 (1/3/23)
The clerk reported she is now receiving statements from the bank and is able to view them digitally online. For information she cannot make payments online.
- (ii) The Parish Council **RESOLVED** to pay the following: and additional amounts that come in after the agenda is sent out.

Mrs Hill Salary 33 ¼ hrs Mrs Hill expenses inc Homeworking allowance (£8pm = £16) February – March	£362.19	1090
HMRC Tax and NI for Clerk	£90.40	By DD
G Edgar Allotment Expenses 2022-2023	£15.32	1097
Plant World – Green Pastures as per item ZPC 22/79 £500 + £100 VAT	£600	1092
Peter Clarke	50	1093
Zeals Youth Trust	1249.89	1094
Laptop - Westbrook Computer Ltd VAT £78.92 inc	473.50	1095

The insurance for Green Pastures is due for renewal this May. **The Clerk** will send the details to **Cllr Spencer** who will see if he can get a better deal.

- (iii) Council **NOTED** payments paid out under delegated powers:

ZYT Vat refund from D-Lux plumbing .This was agreed subsequent to July meeting but not noted	£248.60	1074
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Proposed Cllr Gibbons, Seconded Cllr d'Ambrumenil

Resolved 6 – 0 - 0

ZPC 22/74 PLANNING APPLICATIONS

- (i) Applications to consider at the meeting: or any urgent applications that come in after the agenda goes out

PL/2022/01499 - Boyes Lorry Park – adherence to Planning conditions –
Two independent letters had been sent to the Planning Enforcement Officer. Both have received a similar response. The Enforcement Officer will contact them once their investigations are complete.

- (ii) Applications considered/determined since last meeting:

PL/2022/07386 – Stonehaven		Approved with conditions
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ZPC 22/75 COUNCIL VACANCIES

- (i) Councillor Spencer thanked former Cllr Hole-Jones for being a valued and hardworking member of the Parish Council. The deadline for an election to be called was midnight on the 30 and Wiltshire Council were unable to give the clerk any information as to the status. Council was in agreement that if we had no other applicants for the vacancy that Paul Thomas would be Co-opted.
- (ii) Councillors were reminded that their roles as Parish Councillors were as public servants who sign a declaration of office stating they will abide by the Code of Conduct and adhere to the seven principles selflessness, integrity, objectivity, accountability, openness, honesty, and leadership. The Code of Conduct will be updated with the suite of policies for agreement at the May meeting.

- (iii) Following the resignation of former Cllr Hole-Jones we no longer have a Planning Councillor. Nobody felt in a position to take this on currently. Cllr Spencer and the Clerk will work together to cover all planning issues but this does not preclude another councillor taking it on in the future.
- (iv) Cllr Spencer gave his thanks to former Clerk G Edgar who is relinquishing his role of Allotment Manager. This will now be taken on by the clerk. The fees for the year 2023-24 had been collected and were handed to the clerk before the meeting. It was suggested we review the fees at the next meeting. It was agreed that checking of the allotments on a weekly basis should be amended to monthly.
- (v) Defibrillator – Cllr Patch agreed to take on the role of checking the defibrillator each month and submitting the report. **The Clerk** will look into organising a training session for this to include the wider community.

ZPC 22/76 HIGHWAYS

- (i) Council **RESOLVED The Clerk** would write to the owners of the house on Bells Lane with the newly erected fence. She will use Wiltshire Council's comments to highlight their liability if an accident were to occur.
- (ii) Council discussed what could be done to tidy up the traffic calming build-outs including lighting to stop the accidents that occur regularly especially at night. Cllr Jeans will take it up with David Button at Wiltshire Council.
- (iii) Council discussed contracting out the work on grass edges. The Parish Steward is happy to do what we ask within his allowable time. **Cllr Gibbons** will liaise with him regarding the areas that need work.

Proposed Cllr Spencer, Seconded Cllr Gray

Resolved 6 – 0 - 0

ZPC 22/77 WESTFIELD PLAYGROUND

- (i) Update on checks - Cllr Patch confirmed she is due to do her checks shortly but so far it was all looking good.

ZPC 22/78 LEAPING FROGS – RENT REVIEW

- (i) Following a detailed discussion with Council looking at different scenarios it was **RESOLVED** to increase the rent from Leaping Frogs in accordance with the clear formula set out in the original lease. The calculation for review is below:

$$£800 \times (359.35 + 1)/201.6 (2007) = £1,429.96 \text{ per annum}$$
 359.35 Average RPI base for Nov/Dec 2022
 This is then aligned with the terms of the lease.
 Some councillors thought this a large hike but it was **AGREED** this was now overdue for a second review period. Some discussion about leaving it till next year took place but it was felt the figure would increase significantly with the RPI likely to rise.
- (ii) Council **RESOLVED** this would be in place for September 2023 for a period of 5 years till the next 5 year review.

Proposed Cllr Gray, Seconded Cllr Gibbons

Resolved 5 – 0 - 1

ZPC 22/79 GREEN PASTURES

- (i) Council is asked to note the correspondence with ZYT in respect of the Trees on Green Pastures. ZYT will pay £500 to Zeals Parish Council and Council **RESOLVED** to pay Plantworld as per amount in Finance Matters above.

ZPC 22/80 CORONATION PLANS

- (i) Cllr d'Ambrumenil updated the meeting on the plans for the coronation.

- (ii) Council discussed the planting of a tree by a member of the public. There is an area in Longcross that would benefit from some trees. The Clerk will write to the family and put them in touch with Cllr Spencer so he can direct them to the correct place.
- (iii) Council **AGREED** that Cllr Corbin will liaise with Cllr d'Ambrumenil then ask Seeds 4 Success to help with cleaning the Green in time for the coronation party

ZPC 22/81 WESSEX INTERNET

- (i) Council **AGREED** not to invite either Wessex Internet or Gigaclear to a meeting.

ZPC 22/82 NOTICE BOARDS

- (i) Cllr Corbin has access to a notice board next to the bus stop. It was **AGREED** that he would add council correspondence such as minutes and agendas to the board.

ZPC 22/83 CORRESPONDENCE Council NOTED the correspondence below

- (i) Email from Cllr Jeans 23/2/23 – re Highways Issues in Zeals (previously circulated)
- (ii) Email from D Button of Wiltshire Council re Fencing on Bells Street (previously circulated)
- (iii) Emails from ZYT 1/3/23, 6/3/23 and 13/3/23 and 24/3/23 regarding trees and VAT (previously circulated)
- (iv) Emails from Wessex Internet 15/02/23 and 23/2/23 (previously circulated)
- (v) Email from resident 15/3/23 and 24/3/23 re Boyes Lorry Park
- (vi) Email from resident 6/3/23 re fly tipping Wolverton Lane

ZPC 22/84 ITEMS FOR NEXT AGENDA

- (i) School Signage
- (ii) Review allotment rents
- (iii) Lights turning off at night

ZPC 22/85 DATE OF NEXT MEETING –Thursday 4 May 2023 at the Village Hall at 7.00 pm

- 4 May 2023 Annual Parish Meeting.
- 4 May 2023 Village Hall Committee Meeting
- 4 May 2023 Annual Parish Council Meeting
- 4 May 2023 General Parish Council Meeting

Members are reminded that the Council has a general duty to consider the matters above in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status or disability), Crime & Disorder, Health & Safety and Human Rights.

The meeting closed at 8.30 pm