

# PITTON & FARLEY PARISH COUNCIL

e-mail: clerk@pittonandfarley-pc.gov.uk

## DRAFT MINUTES for of the Pitton and Farley Parish Council Meeting held on January 3<sup>rd</sup> 2024 at Pitton Village Hall

Present:

Cllr Sarah Ackrill (Chairman)

Cllr Paul Fredericks

Cllr Steve Williams

Cllr Christopher Devine

One member of the public

<b>1.24</b>	<b>Acceptance of apologies for absence</b>
	Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted. Cllr Shepherd sent his apologies on health grounds
<b>2.24</b>	<b>Declarations of Interest and Dispensation Requests</b>
	<p>a. To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.</p> <p>b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered. (Localism Act 2011 s33(b-e))</p> <p>No declarations were received</p>
<b>3.24</b>	<b>Business Raised During Public Question Time</b>
	<p>To resolve to refer to any business raised by the public in public discussion, and any other matters or items of information from councillors or to resolve to agree on any other action.</p> <p>One member of the public asked to be considered for co-option onto the Parish Council. Cllr Ackrill resolved to send the co-option papers and informed the member of the public of the dates of the next meeting.</p>
<b>4.24</b>	<b>Minutes – previously circulated</b>
	<p>To resolve to approve as a correct record the minutes of the Ordinary meeting held on 29<sup>th</sup> November 2023.</p> <p>The minutes had not been received by all of the councillors and so it was resolved to approve these minutes at the next meeting</p>

<b>5.24</b>	<b>Planning and tree works applications</b>
	<p>a. Council is asked to consider a response to the following applications notified at the time the agenda was issued:</p> <p>PL/2023/11031: Notification of proposed works to trees in conservation area: T1 – Hawthord tree – fell G1 – group of apple and cherry trees – formative prune G2 – group of apple trees in churchyard – cut back to boundary Church House, Church Lane, Pitton, Salisbury SP5 1DJ The Parish Council resolved to make no comment on this application</p> <p>PL/2023/10545: Lawful development: Existing Use : Use of land for stationing up to 3no caravans for residential purposes Sunset View Farm, Pitton Road, Pitton SP5 1EJ The Parish resolved to object to this application on the grounds of it being residential application for an area outside a housing policy boundary and on agricultural land. There was no agricultural reason for the residence being required.</p> <p>PL/2023/10547: Lawful development: Existing Use : Use of land for stationing up to 1no caravan for residential purposes Sunset View Farm, Pitton Road, Pitton SP5 1EJ The Parish resolved to object to this application on the grounds of it being residential application for an area outside a housing policy boundary and on agricultural land. There was no agricultural reason for the residence being required.</p>
	<p>b. Council is asked to note planning decisions made by Wiltshire Council since the last meeting: None noted</p>
<b>6.24</b>	<b>Finances regarding precept</b>
	<p><b>134.22 Finance</b></p> <p>a) Council received a detailed paper from Cllr Fredericks (RFO) which set out a draft budget and proposed precept for 2024/25. b) Council discussed the objectives for next year and approved the budget estimate of £29,692 for 2024/25. c) Council noted a forecast surplus at the end of 2023/24 of £26,039 and resolved for 2024/25 to set a General Reserve Fund of £10,500 and a designated fund for Flood Action within the Parish of £4,000. The total amount held in reserve was equivalent to 49% of the 2024/25 budget. d) Council resolved to assign £11,539 from the 2023/24 surplus to the 2024/25 budget. e) Council resolved to approve the draft precept for 2024/25 at £18,143 for recommendation to Wiltshire Council. This represented a 0.5% reduction in the precept set in 2023/24. f) Cllr Ackrill and Cllr Fredericks to prepare and sign to precept papers for submission to Wiltshire Council.</p>

	g) Council resolved to note the external auditor appointment for the 2022-23 financial year for the 5 year period until 2026-27 as PKF Littlejohn LLP with audit fee (based on current level of income/expenditure) of £210.
<b>7.24</b>	Council recorded the bank balance as £31341.30 at 25th December 2023 in the Unity Trust Account. Cllr Fredericks confirmed he now had access to the bank account. Council resolved to remove ex-Cllr Boswell from the bank mandate. Cllr Fredericks agreed to contact the bank to arrange removal
	<b>Matters raised in correspondence and updates</b>
<b>8.24</b>	<b>Playground report</b> – Council resolved to discuss this at the ordinary meeting at the end of the month
<b>9.24</b>	<b>Dun Valley Magazine</b>
	Council to resolved to add some additional flood action matters to the DVM such as keeping ditches clear from hedge clippings.
<b>10.24</b>	<b>Traffic Calming and Speeding Matters</b> - council resolved to discuss at the meeting at the end of the month
<b>11.24</b>	<b>Flood Action Group</b> – council resolved to agree the correspondence with Wiltshire Council regarding their response to high groundwater levels/flooding over the next few months. The council resolved to contact the Wiltshire Councillor in any correspondence with regards to flooding.
<b>12.24</b>	<b>The public meeting was closed and the date of the next meeting was noted</b>
<b>13.24</b>	It was resolved to note the date of the next meeting as Wednesday January 24 <sup>th</sup> 2024 at 7.30 in Farley Village Hall. Cllr Ackrill to send the dates for the years meetings to the other councillors.  All are welcome to attend. Members of the Council must consider the following matters in consideration of their public duties: 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 accessing the meeting through disability is asked to notify the clerk (email: clerk@pittonandfarley-pc.gov.uk) at least 24 hours before the meeting so that every effort may be made to provide access.
	To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted: