**Minutes of Shalbourne Parish Council Meeting**

**Held on Thursday 11th January 2024 at 7.30pm**

**Present:** Mike Lockhart (Chairman), Andy Dolan, Carole Fisher, Carolyn Bartholemew, Susan Jamieson, Nicola Hartman, Dianah Shaw

1. **Introduction**

The Chairman welcomed those present. He also noted the passing of Mrs Follon who had lived in the village for all of her 96 years. He offered the condolences of the Parish Council to her family.

1. **Apologies**

Apologies for absence were received from Emma Verey.

1. **Declaration of Interest**

There were no declarations of interest.

1. **Formal Business**

None

1. **Minutes of the Last Meeting**

The minutes of the meeting held on 16th November were considered. It was proposed, seconded and agreed by the Council that the Chairman be authorised to sign them.

1. **Wiltshire Council Report**

Councillor Wheeler informed the meeting that there was a large investigation taking place in Marlborough to examine where the unexpected flood waters had come from. He noted the Unitary Council was solvent and would be raising the Council Tax by 5%. He also noted that cleaning the drains ‘intelligently’ only once a year may have contributed to local flooding. The Chairman said that our experience was that only safety critical drains were cleaned once a year, others had been neglected. He would set out the concerns in an email to Cllr Wheeler.

1. **Wiltshire Police Report**

The Chairman noted that an individual report from the police liaison officer was appended which shows a renewed emphasis on contact with the local community. He will put a copy on the village website.

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1. **Matters Arising**

Dealt with elsewhere.

1. **Road and Traffic Issues**
   1. **Oxenwood** The meeting was informed that the formal speed limit review of Oxenwood was ongoing. The study should be available before the April meeting of the LHFIG.
   2. **Carvers Hill** The meeting was informed that the winery had applied to vary the terms of its planning permission to increase the number and size of events to be held there. The Council agreed to hold a planning meeting on the 24th January to consider the Council’s response.
2. **Village Green Plaques**

The original plaque for the village green has been refurbished.

It was proposed seconded and agreed that a slate plaque costing £109.68 should be bought to go by the new oak commemorating the reign of the late Queen Elizabeth II with the wording suggested by Cllr Verey with the addition of the date - 2023

1. **Committee Reports**
   1. **Planning**
      1. **It was noted** that the Council had considered and agreed no comment was needed on: PL/2023/10954; PL/2023/10904; PL/2023/10245; PL/2023/1007.
      2. **It was** proposed seconded and **agreed, in respect of PL/2023/10599 that the Council should support this application but should note this was for an agricultural building on agricultural and did not set a precedent. It was proposed seconded and agreed that no comment should made on** **PL/2023/09350.**
   2. **Rights of Way**

Mrs Hartman agreed to report the overgrown bridleway to mywilts.

**11.3 Highways and Surface Water**.

The Parish Steward’s to do list was updated to include grip clearing and various potholes by Mill House, Cruck House and Rowan House. Attachment 1.

**11.4 Local Transport**

* + 1. It was noted that number using the On Demand Bus service was increasing.
  1. **Neighbourhood Watch**
     1. Nothing to report.
  2. **Education**
     1. It was noted that there are now no pupils enrolled at the school.
  3. **Environmental Matters**
     1. The flood at Lynch Farm was noted. The Chairman extended his thanks to Highways which had dug out the ditch in the Lynch preventing further damage.
  4. **Shalbourne Club.**
     1. Nothing to report.

1. **Finance** 
   1. It was proposed seconded and agreed that the following payments should be made:
      1. Rental for the Hall - £120
      2. Grass Cutting - £2040
   2. The Council discussed the three applications from the Village Hall - cooker replacement, notice board and website. It was proposed seconded and agreed that:
      1. The Council felt the main priority was the wall and gate. It was noted that the Village Hall Committee did not agree with this. It was noted that work could not start until the warmer weather but the Committee was urged to progress identifying and contacting other funders such as charities and the Area Board.
      2. Possible funding for replacement ovens would be held back until Environmental Health requirements had been identified and agreed.
      3. Possible funding for the website would be held back until the position with respect to the present website and access to it was clarified. It was noted that both the PC and the Shalbourne Club had been designed by ‘amateurs’ and the need for a consultant was queried.
      4. A grant of £1650 (75% of the project cost) should be given for the notice board.
   3. The balances after the above transactions are shown in Attachment 2.
   4. It was proposed, seconded and agreed that the current grass cutting contractor, Last Landscaping, be reappointed for the year 2024 at an unchanged rate per cut.
   5. The Budget and precept request for 2024/25 were discussed. It was proposed, seconded and agreed that:
      1. The Budget as set out in Attachment 3 should be adopted;
      2. The Council shall have the power to move amounts between line items;
      3. Wiltshire Council should be asked to collect a precept of £10,000 for Shalbourne for 2024/25.

1. **Correspondence and Any Other Business** 
   1. It was noted that in the approved dates of meetings for 2024 the September date was wrong and should be 26 September.
   2. The Chairman informed the meeting that there would be a new exercise class in the hall each Thursday from 6 – 7pm. This was not judged to impinge on the Council meeting which begins at 7.30pm. However, the situation would be kept under review.

The meeting closed at 8.39pm. The next meeting will be held on Thursday 21st March 2024 at 7.30pm.

**ATTACHMENT 1**



**ATTACHMENT 2**

**Balances following Meeting.**

1. **Current Account**

Payment Receipt Balance

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Balance after meeting 16 Nov** |  |  | **21373.57** |
| 11-Jan-24 | Hall hire | 120 |  | 21253.57 |
| 11-Jan-24 | Hall notice board | 1650 |  | 19603.57 |
| 11-Jan-24 | Grass cutting | 2040 |  | 17563.57 |
|  |  |  |  | 17563.57 |
|  | **Balance after meeting of 11 Jan** |  |  | **17563.57** |

1. **Deposit Account**

Payment Receipt Balance

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 31-Oct-23 | Interest |  | 3.32 | 2614.45 |
| 30-Nov-23 | Interest |  | 3.12 | 2617.57 |

1. **CIL Account**

Opening Balance - £5784.06

Swing for playground - £4286.72

Balance - £1497.34

NOTE: Must be used by 2026

1. **Commitments**

LHFIG for speed survey - £580

Plaque - £109.68

1. **Bank Balances**

Current Account at 5 Dec 2023 - £21886.37

Deposit Account at 5 Oct 2023 - £2617.57

**ATTACHMENT 3**

**Budget**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Agreed Budget 2023/24** | **Actual 2023/24 to Jan 24** | **Projected Out turn 2023/24** | **Agreed for 2024/25** |
| Hall Hire | 250 | 220 | 250 | 250 |
| Telephone/Postage | 10 | 0 | 10 | 10 |
| Insurance | 400 | 240 | 240 | 240 |
| Speed limits, contributions to CATG | 3000 | 0 | 1000 | 1000 |
| Village events | 300 | 0 | 300 | 300 |
| Chairman's Expenses | 100 | 0 | 50 | 50 |
| Training | 100 | 0 | 0 | 0 |
| CPRE | 50 | 36 | 36 | 36 |
| WALC/NALC | 350 | 196 | 196 | 196 |
| Community First | 45 | 40 | 40 | 40 |
| Grass and tree cutting | 3000 | 1700 | 1700 | 2500 |
| Christmas Tree | 200 | 150 | 150 | 200 |
| Defib Shalb Conn | 2400 | 0 | 1000 | 1000 |
| Play Area | 2500 | 603 | 1000 | 1000 |
| Village Website, DP reg | 250 | 154 | 200 | 200 |
| Village Hall | 2000 | 1650 | 1650 | 4450 |
| Misc Small Grants | 1300 | 0 | 1000 | 1000 |
| Churchyard | 850 | 900 | 900 | 1000 |
| Notice Boards,posts, bins | 1000 | 0 | 200 | 500 |
| Community Growers | 1000 | 1000 | 1000 | 1000 |
| Oxenwood traffic |  |  | 600 | 2000 |
| Refreshments Parish Assembly |  | 198 | 198 | 250 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total | 19105 | 7086.31 | 11720 | 17222 |
| VAT Reclaimed, |  |  |  |  |
| Rental Income |  |  |  |  |
| CIL Income, |  |  |  |  |
|  |  |  |  |  |
| Budget | 17222 |  |  |  |
| Contingencies or working balance | 8500 |  |  |  |
| Total Required | 25722 |  |  |  |
| Balance at Jan 24 less CIL | 20171.70 |  |  |  |
| Required this year | 4633.69 |  |  |  |
| VAT receivable in 24, 25 | 422.52 |  |  |  |
| Funded through CIL |  |  |  |  |
| Precept required | 10183.99 |  |  |  |
|  |  |  |  |  |