

## Minutes of the Bulford Parish Council Transitional Meeting Monday 15<sup>th</sup> May 2023

Present: Cllr D Morrison (Chairman), Cllr G Jenkins (Vice Chairman), Cllr M Ibbotson, Cllr S Turner, S Cannon

In attendance: Parish Clerk, Wiltshire Cllr Mark Verbinnen

Apologies: Cllrs: M Tunnacliffe, B Alsop

Absent without Apology: None

Apologies Representatives: W02 D Wood – Support on behalf of Squadron Sergeant Major (SSM)

### Council in Informal Session

1.	<p>a. Wiltshire Councillor Mark Verbinnen confirmed that the traffic regulation order for the double yellow lines and crossing point has been approved and council is waiting for the design of the footpath.</p> <p>b. Parish stewards have been busy repairing potholes. A discussion took place with regards to the award to Wiltshire Council of 22,924,000 from the Government's Highways Maintenance Fund for 2023/24 to pay for a range of highways and maintenance improvement programmes including resurfacing, new road markings, replacing traffic signs and signal, and filling potholes. A request will be made to Wiltshire Council Highways for a copy of the proposed plan for the maintenance and improvement scheme.</p> <p>c. A local resident attended the meeting to express concerns regarding Planning Application PL/2023/03616 (in a conservation area). 'Replace existing timber fence and gates with new fence and gates in same location'. The application shows that it is not intended to create a replica of the existing gate and fence, and the existing aesthetics and size will be changed dramatically. Cllr G Jenkins (Planning Officer) agreed to investigate the matter and report at the next meeting.</p> <p>d. Concerns have recently been raised by residents of the village regarding the perceived condition of the trees on the boundaries Avon Dale School. Council believes them to be genuine concerns particularly with respect to the unpredictability of Ash trees. The Clerk was actioned to write to the school asking for reassurance that the trees are being managed and in a safe condition.</p>	<p>Parish Clerk</p> <p>Cllr Verbinnen</p> <p>Cllr Jenkins</p> <p>Parish Clerk</p>
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### Council in Formal Session

2.	<p><b>Approval of the Minutes from the Bulford Parish Council Meeting held on Monday 17<sup>th</sup> April 2023</b></p> <p>The Minutes were approved as a true record.</p>	
3.	<p><b>Matters arising from the Minutes of the Bulford Parish Council Meeting held on Monday 17<sup>th</sup> April 2023</b></p> <p>None</p>	
4.	<p><b>To receive Members' Declarations of Interest</b></p> <p>None received</p>	
5.	<p><b>Co-option of new Councillors - None</b></p>	
6.	<p><b><u>Chairman's report:</u></b> -</p> <p>The Chairman gave an update on the Annual Public Meeting that had taken place prior to the Bulford Parish Council Transitional Meeting. For details of the meeting please see the published Minutes for the Bulford Parish Council Annual Public Meeting held on Monday 15<sup>th</sup> May 2023.</p>	
7.	<p><b><u>Clerk's Report on Finance and Correspondence</u></b></p> <p>The Clerk reported a bank reconciliation figure of £83,182.38 on 28<sup>th</sup> April 2023 and confirmed that Council is operating within budget. Council authorised the following routine or otherwise approved payments in May 2022.</p>	

	<p><b>Gavin Jones Ltd</b>  Monthly Grounds Maintenance - £832.99  Football pitch marking (February, March 2023) - £384.38</p> <p><b>Parish Clerk Expenses</b>  £321.47</p> <p><b>Mrs Julie Bailey (Accountant)</b>  Review of pension duties and Declaration - £45.00</p> <p><b>Caretaker Cover</b>  Additional Hours - £11.72</p> <p><b>M.A.T Landscaping and General Maintenance</b>  Installation of plinth for Queens Green Canopy Tree plaque - £120.00</p> <p><b>EDF (Gas) - £125.50</b>  Opus Energy (Electricity) - £69.52</p> <p><b>Income</b>  Village Hall Income including football pitch marking and Wayleaves - £2,048.91</p> <p><b>Correspondence</b>  The Clerk tabled a letter received from The Resilience Officer, Wiltshire and Swindon Prepared, County Hall, Trowbridge asking for help in developing a database of emergency contacts in the Wiltshire and Swindon Communities. Contact details for Cllrs: Steve Cannon. Dave Morriosn and Graham Jenkins will be provided for the scheme as first points of contact for Bulford.</p>	Parish Clerk
8.	<p><b><u>Village Hall Procedures and Administration</u></b>  No report currently</p>	
9.	<p><b><u>Other Agenda Items:</u></b> -</p> <p>a. To consider the following quotes for the refurbishment of the village hall roof.  <u>Peter Roberts</u></p> <ol style="list-style-type: none"> <li>1. Replace new tiles suitable for low pitch roof in windy area (Redland Agents or Marley Bold): £32,010.00.</li> <li>2. Replacement new tiles suitable for low pitch roof in windy area (Cambrian Slates): £44,156.40.</li> <li>3. Replacement fascia and deep flow gutter: £3,708.00</li> <li>4. Re-felt and reuse existing roof tiles making good any damaged tiles: £19,364.40.</li> </ol> <p><u>Class Roofing and Construction</u></p> <ol style="list-style-type: none"> <li>1. Replace with concrete tiles, facias, deep flow guttering: £35,940.00.</li> </ol> <p>Council agreed to approve quote options 3 &amp; 4 submitted by Peter Roberts.</p> <p>b. To consider quotes for the supply, installation, and commission of fire detection and fire alarm system equipment.</p> <ol style="list-style-type: none"> <li>1. Wessex Fire &amp; Security: £6,264.00. 2 Service &amp; Maintenance visits per annum: £220.00.</li> <li>2. Walker Fire (UK) Ltd Bristol: Walker Fire declined to quote due to workload and time restraints.</li> </ol> <p>Council agreed to approve the quote submitted by Wessex Fire.</p> <p>c. To consider quotes from M.A.T Landscaping &amp; Maintenance for the removal of the shelter at Nine Mine River: £250.00. Repair of the bench in High Street: £410.00.</p> <p>Council agreed to approve the quotes.</p> <p>d. To consider a proposal and quote from Mr Alan Smith (Village Hall Caretaker) to decorate the main hall: £838.00. In addition, to consider the decoration of the village hall as part of the village hall maintenance tasks.</p> <p>Council agreed to approve the quote for the decoration of the main hall and agreed to continue to review the decision to include the continued decoration of the village hall as part of the maintenance task.</p>	

	<p>e. To consider Wiltshire Unitary Councils' response to correspondence regarding report 20230314 and Road Safety at junction 16 roundabout, Bulford.</p> <p>Council agreed to take no further action on this matter at this time as all avenues for possible change have been exhausted to no avail.</p>	
10.	<p><b><u>Reports by Councillors having Special Responsibilities including Representation on other bodies</u></b></p> <p><b><u>Parks Cemeteries and Allotments</u></b> - No report currently</p> <p><b><u>Highways</u></b> Cllr Jenkins reported the following:  The SID is now deployed adjacent to the Kiwi School. Data will be collected but early indications are that there is no excessive speeding during the day. There are 2 crossing points, one of which is a 'Preferred' crossing point.  The SID pilot is now complete, and the next stage is to gain agreement from the Police and Crime Commissioner to expand the scheme County wide so that Special Enforcement Officers use SID data a matter of course to position themselves to catch speeding motorists.  The outcome of the LHFIG was that the double yellow lines, pedestrian crossings, and improved cycleway signage will be carried out early summer.  Council received a report from WUC regarding an unserviceable illuminated sign on the approach to the village from Double Hedges. It was assumed the sign was a Parish Council SID. The sign was installed as part of the introduction of the double roundabout (Junction 16) and was referred to WUC.</p>	
	<p><b><u>Town &amp; Country Planning</u></b> - Cllr Jenkins reported on the following applications: -  PL/2023/03165: Remove 1 x Leylandii and 1 Lime Tree. No objection  PL/2023/03616: Replacement of existing fence and gate arrangement.  The application shows that it is not intended to create a replica of the existing gate and fence, and the existing aesthetics and size will be changed dramatically. See item 1, c.</p>	Cllr Jenkins
	<b><u>Parish Steward Liaison</u></b> – No report currently. See item 1, b.	
	<b><u>Rights of Way</u></b> - No report currently	
	<b><u>Village Maintenance Contract</u></b> - No report currently.	
	<b><u>Area Boards (representation on "Other Body")</u></b> – No report currently.	
	<b><u>Young People's Recreational Facilities (Caretaker to report through the Clerk)</u></b> - No report currently.	
	<b><u>Police Liaison</u></b> - No report currently.	
	<b><u>Supervision of Parish Accounts</u></b> – No report currently	

DATE OF THE NEXT MEETING

Date: Monday 12<sup>th</sup> June 2023

N. A. Grove

Date: 23<sup>rd</sup> May 2023

Clerk to the Council

Approved by Council as a true record



Date: 12 JUN 2023

Chairman of Bulford Parish Council