

## Minutes of the meeting of Cherhill Parish Council held at Cherhill Village Hall on Tuesday 13 February 2018 at 7.30 pm

Present:

Martin Purslow - CPC Chairman  
Simon Tomlinson - CPC Vice Chairman  
David Evans - CPC Councillor  
David Grafton - CPC Councillor  
John Cavanagh - CPC Councillor

Paula Purslow - CPC Parish Clerk

### 3402 Apologies

There were no apologies.

### 3403 Declaration of Interests

There were no declarations of interest.

### 3404 Public Participation

No members of the public attended the meeting.

### 3405 Minutes of meeting held on 17 January 2018

Cllr S Tomlinson approved the Minutes as a correct record, seconded by Cllr D Grafton. Cllr M Purslow signed off the Minutes.

### 3406 Review of Actions

Actions were reviewed from the meeting on 17 January 2018. The following actions were reported:

The wooden sign in Yatesbury is progressing and will be installed very soon. **Action: Cllr M Purslow to advise Will Woodland on the siting of the sign.**

WWI tree planting – Cllr D Grafton gave a report on other local council's intentions so far and there was a discussion about Cherhill Parish Council's requirements. It was suggested that eight trees, one for every serviceman who died, be planted in Cherhill, together with commemorative plaques, with a similar amount in Yatesbury – the correct amount to be checked by Cllr M Purslow. **Action: Cllr M Purslow.** Cllr Grafton suggested the Parish Council pay for larger trees, rather than whips, to be more impactful.

There was a discussion on possible locations for the trees, and it was agreed to discuss in more detail at the April meeting. **Action: Clerk for the April agenda.**

Minor Emergency Groups – Wiltshire Council discussions had drawn a blank on possible training sessions. However, Cllr D Evans reported that there will be a Health and Social Care Forum on 24 April. It was suggested Cllr D Evans invite Heather Crawshaw to the Forum. **Action: Cllr D Evans**

The Parish Steward had recently fulfilled his tasks in Yatesbury and Cherhill and it was noted that he had done a very good job of clearing all the gulleys in Yatesbury.

### 3407 Accounts

Community Heartbeat Trust invoice for £240 for fitting the Yatesbury defibrillator - proposed to be approved by Cllr D Grafton, seconded by Cllr D Evans. **APPROVED**

Acting Clerk's fee £250 for January 18 - proposed to be approved by Cllr J Cavanagh, seconded by Cllr S Tomlinson. **APPROVED**

Acting Clerk's expenses of £15 for broadband and phone - proposed to be approved by Cllr D Grafton, seconded by Cllr J Cavanagh. **APPROVED**

3408 Planning

Application No	Address	Conclusion
18/00519/TCA	The Old Rectory, 2 Main Road, Cherhill, Calne, Wiltshire, SN11 8UX	No objections

Planning application 18/00881/FUL had been received too late to discuss at this meeting and a request for an extension of the deadline had been made to enable discussion at the April meeting.

3409 Website

Cllr J Cavanagh reported that Barry Seed had agreed to give up ownership of the 'cherhill.org' domain. He had had discussions with a storage company, 'Free Virtual Servers' who can host 'cherhill.org' at a cost of £4 plus VAT per month, together with an initial set up cost of £12 plus VAT. It was agreed by all council members to go ahead with this service.

**ACTION: Cllr J Cavanagh** to follow up.

3410 Compliance

The meeting on 8 February had been very productive and all documents discussed to date (Publication Scheme, Code of Conduct, Standing Orders and Financial Regulations) were now ready to be adopted by the Parish Council. The Clerk agreed to ensure all the documents were produced in a house style, and a hard copy kept on file. The documents would then be published on the Parish Council website. Councillors will 'take ownership' of their own document to ensure they are kept up to date regularly. **Action: All.**

Cllr M Purslow thanked everyone for their hard work so far.

The next tranche of compliance documents for work on adoption were divided as follows:

- Appraisal – Cllr S Tomlinson
- Equality – Cllr J Cavanagh
- Complaints and Grievance – Cllr J Cavanagh
- Health and Safety – Cllrs M Purslow and D Grafton.

3411 Countryside Access Meeting/Rights of Way

Following up on discussions with interested parties, Cllr D Grafton suggested a meeting in the Spring be set up to identify areas where work is required. The Parish Council could produce a form for interested parties to fill in whenever they are out and about in the parish to bring to the meeting. Once areas needing work have been established, they can be mapped, and then Wiltshire Councillors, Richard Broadhead and Steve Leonard would be invited to the next available Parish Council meeting to take this forward.

All councillors approved Cllr D Grafton's idea and it was agreed he will take this forward, with a meeting date of 8 April in Cherhill Village Hall. **Action: Cllr D Grafton**

3412 Councillor Vacancies

There had been no response from Yatesbury villagers following a request for councillors. Cllr J Cavanagh agreed to follow up on the expressions of interest from Cherhill. **ACTION: Cllr J Cavanagh.**

### 3413 Defibrillators

Cllr M Purslow reported that the defibrillator in Yatesbury had now been installed and is just waiting to go live. Contact had been made with the contractor and the phone box will be repaired very soon. Cllr D Evans reported that the defibrillator in Cherhill was now installed and is also waiting to go live. An invoice from Steve Cuthbert for his work will follow shortly.

Potential dates of 12 April in Cherhill and 26 April in Yatesbury were agreed to set up awareness courses for villagers, providing The Community Heartbeat Trust can attend.

It was noted that there are codes for each defibrillator box, and records of the codes should be kept by the Clerk. **Action: Cllrs M Purslow and D Evans to provide codes when received to the Clerk.**

### 3414 Councillor Responsibilities

<b>Responsibility</b>	<b>Leader</b>	<b>Deputy</b>
Area Board	Cllr D Evans	Cllr M Purslow
Budgeting and Finance	Cllr S Tomlinson	Parish Clerk
Calne Area Parish Forum	Cllr D Grafton	Cllr M Purslow
Facebook Page	Cllr M Purslow	Cllr J Cavanagh
Great West Way	Cllr J Cavanagh	Cllr M Purslow
Countryside Access	Cllr D Grafton	Cllr D Grafton
Health and Social Care	Cllr D Evans	<i>tba</i>
Hills Waste Solutions Liaison Group	Cllr D Grafton	Cllr D Evans
Liaison with Calne Area Transport Group (CATG)	Cllr S Tomlinson	Cllr M Purslow
Newsletter Production	Cllr D Evans	<i>tba</i>
Parish Steward link	Cllr M Purslow	Cllr S Tomlinson
Website	Cllr J Cavanagh	<i>tba</i>

Budgeting and Finance – Cllr S Tomlinson reported that requests for funding from CATG for the gates and sign at Yatesbury had been made. Metro counts from the A4 in Cherhill have not yet been received from CATG and will be reported at the next CATG meeting on 2 May. Cllr M Purslow agreed to attend in Cllr S Tomlinson's absence. **Action: Cllr M Purslow.**

Newsletter – Cllr D Evans requested items for the next newsletter by **15 March**.

### 3415 Date of next meeting

Tuesday 10 April, 7.30pm, Cherhill  
Thursday 3 May, 7.30 pm, Cherhill  
Tuesday 12 June, 7.30 pm, Yatesbury

The meeting closed at 9.17 pm.