Minutes of the Third Ordinary meeting of the Parish Council held on Monday 17th June 2019 7.30pm at Blunsdon Village Hall.

Present: Cllrs Jankinson, Ainscow, Boyd, Compton, Keates, Rogers, and Selwood. SBCCllr Bishop

 31. APOLOGIES FOR ABSENCE

 Cllrs Collingwood & Tayler

 32. DECLARATIONS OF INTEREST

 None

 33. CO OPTION TO PC VACANCIES (2)

 The Parish Clerk introduced the two prospective candidates for co option to the Parish Council.

 The PC voted unanimously to co-opt Stephen Doell. The PC voted unanimously to co-opt Martin

 Nash. The Clerk issued Declarations of Acceptance of Office which were duly signed and then

 countersigned by the Parish Clerk. Cllrs Doell and Nash joined the meeting and were welcomed by

 Cllr Jankinson – Chair of Blunsdon PC. The new Parish Cllrs were also issued with all the

 necessary forms associated with their office for signature.

 34. MINUTES FROM THE SECOND ORDINARY MEETING

 Proposed by Cllr Compton, seconded by Cllr Boyd, all agreed they be accepted as a true record.

 35. MATTERS ARISING FROM THE MINUTES

 a) Recreation Ground – quote for pitch maintenance now received. Additional quote to obtained,

 Merretts doing site visit on Thursday.

b) Widhill/Hills Boundary, response from HE. Cllr Jankinson has meeting scheduled for 2nd July.

c) Web Page for Help Wanted Area – work now completed and in use.

 d) Emergency Service Response – c/f, Cllr Rogers awaiting information/stats.

 e) MUGA – awaiting revised project plan from SBC

 f) Millennium Gardens – quote received for washing/weeding. Work scheduled.

 36. FINANCE

1. Financial Orders and the role of Finance Committee were discussed. The PC agreed that Cllr

Jankinson would draft Terms of Reference for Finance Committee and then circulate with

Financial Orders to all.

1. The Parish Council Risk Assessment Statement was discussed, and it was agreed that the following areas should be added – Allotments inc a monthly inspection, Grounds Maintenance,

Depreciation/replacement of assets and CIL reporting. It was also agreed that once the document has been updated to reflect these additions, it should be circulated to all. *Clerk to revise and circulate.*

1. The PC considered the request for funding for Bus Route 20 and agreed that they would like more information – why the route was withdrawn, exact route (roads affected) and how contribution would be calculated. *Clerk to contact SSTM PC.*
2. RFO reported that it may be beneficial to register the Methodist Church/Hall as an Asset of Community Value as it would give the PC some rights in the event of sale. The PC agreed to register the asset.
3. RFO presented the monthly accounts statements. Item 44 on receipts was a replacement cheque as the original was illegible. The sub total shown under payments represents the payments that were made ahead of time because of the changes to meeting dates.
4. WALC invoice received for SAC, also requested a third representative. PC agreed to continue with two.
5. RFO presented information about new accountancy software, current product is not compatible with new laptop and operating system. Having done some research, the RFO recommended RBS a local provider. The costs involved are, £147.50 annually, one off costs of £225.00 for set up and training and £121.00 annually for support. An online demo has been arranged.

The PC agreed to purchase, subject to RFO satisfaction with demo and clarity over why a 3year support package was suggested.

1. Cllr Ainscow queried the entry for ROSPA training. RFO explained this is mandatory for anyone carrying out Play Area inspections.
2. Cllr Compton proposed, and all agreed Payments numbered 25 to 47 totaling £13,755.54 and receipts numbered 31 to 50 totaling £3,242.00
3. RFO reported that we had been given Notice to Quit the PC office at Methodist Hall. Meeting arranged with Circuit to discuss licence and usage. *RFO to invite Phil Boulton*
4. Cllr Jankinson reported that he had been made aware of Community Asset Fund for Recreation Grounds – Angus Irvine Playing Field Fund – grants to sports groups, charities and community groups. *Cllr J to send to BFC and CC.*

 37. PLANNING DECISIONS ADVISED BY SWINDON

 S/HOU/19/0570 – Erection of detached garage.

 At: The Old Police House 38 Ermin Street Blunsdon SN26 8AA

 **Planning Permission Granted with Conditions**

S/HOU/19/0678 – Erection of a single storey detached annexe and associated works. (Amendment

 to permission S/HOU/18/0268).

 At: Land to the rear of 1 The Copse Blunsdon SN26 7BW

 **Planning Permission Refused**

S/HOU/19/0399 – Erection of replacement garage linked to main house and new 1.8metre high

 boundary wall and fence.

 At: Eldswyn Kingsdown Lane Blunsdon SN25 5DL

 **Planning Permission Granted with Conditions**

S/HOU/19/0282 – Erection of detached single storey annex to rear.

 At: Eldswyn Kingsdown Lane Blunsdon SN25 5DL

 **Planning Permission Granted with Conditions**

S/OUT/19/0281 – Outline application for the erection of 1no. dwelling (access and layout not

 reserved)

 At: Ringstones 1 Kingsdown Lane Blunsdon SN25 5DL

 **Planning Permission Granted with Conditions**

S/HOU/19/0617 – Erection of single storey side extension

 At: 24 Malthouse Close Blunsdon SN26 7BG

 **Planning Permission Granted with Conditions**

S/OUT/19/0325 – Outline application for the erection of 8no. dwellings – all matters reserved.

 At: Land south of B4019 broad Bush Blunsdon

 **Planning permission refused**

 38. PLANNING APPLICATIONS DEPOSITED FOR COMMENT

 **NONE**

OTHER PLANNING ISSUES

 PC have received a copy of thelatest resident`s comments to SBC re Footpath 23 at Beech Lea.

 Cllr Jankinson reported that there is a revised Statement of Community Involvement.

 Planning responses need refining and need to be smarter, consider using a template with tick

 boxes for material considerations. CIL – direction for use of funds to be listed whether supporting

 or objecting. *Clerk to revise Planning Response Form*

 39. GM CONTRACT

 a) The quality and frequency of cuts was discussed. RFO confirmed that budget allows for up to

 fourteen cuts in the year. PC agreed if two or more Cllrs agree, extra cut can be requested.

 Grass at car park on Ermin Street and outside Bungalows on High Street needs attention, PC

 understand these are SBC Housing. *Clerk to check/report*

 b) Recreation maintenance – decision required about level of improvement required. Agenda item

 for next meeting. *Clerk to add to Agenda*

Information required about number of BFC fixtures both Adult and Junior. *Clerk to contact BFC*

 40. NHP UPDATE

 The Regulation 14 consultation has now closed, about 50 responses were received and in the

 main these were positive. The comments received from various developers were on the whole

 more negative. The NHP team are now working through the consultation responses to formulate

 responses and amendments were necessary.

 41. CORRESPONDENCE RECEIVED TO 17th June 2019

1. SBC Members Bulletin 970, 971, & 972 emailed to Cllrs
2. Email from Blunsdon Magazine re CCTV. Clerk responded. *Meeting with SBC Security Manager arranged 4th July 2019*
3. Latest response to SBC from Broadbush residents – noted by PC.
4. Cllr Jankinson reported that he had been contacted about a Planning Condition, regarding the removal of rubble from works on Broadbush, having been breached. *Reported to SBC for action.*

42. COMMITTEE REPORTS

 a) The PC agreed to plan and hold a Summer Fete in 2020. Cllr Keates volunteered to lead on

 this project. The PC agreed to hold a meeting at the beginning of August, Cllrs Keates, Boyd,

 Jankinson and the four resident volunteers to be invited. *Clerk to arrange*

 b) Chair and Clerk attended the liaison meeting with SBC. SBC acknowledged that the levels

 of Customer Service being delivered by phone, email and online were not as they should be.

 Clerks also have difficulty contacting staff and reporting issues.

 Sarah Screen explained Sec 106 and CIL contributions.

 Planning update also provided, importance of Parishes being involved in Sec 106 /CIL

discussions/allocations emphasised.

 43. PARISH MATTERS

 Cllr Jankinson queried the closing date for the consultation on Traffic Project – clerk confirmed

 this was 17th June 2019.

 Cllr Jankinson reported that Blunsdon had come 3rd in BKV competition.

 Clerk advised of a Core Skills for Cllrs training session being held at Haydon Wick on 30th

 July, 7pm. Cllrs Doell & Nash to attend. *Clerk to arrange.*

Cllr Bishop reported that a resident had contacted him as SBC had failed to keep a Housing

 Inspection appointment.

 Cllr Ainscow reported that the bags at the Rec were due to be removed tomorrow. Trees on

 School boundary with school to arrange trimming.

 Cllr Selwood reminded the PC that a Portakabin solution for a PC office may still be viable.

 Cllr Nash added that he may be able to secure a recycled Portakabin.

 Cllr Selwood asked Cllrs for their views on where the speed monitoring along Broadbush

 should be sited. PC agreed that this should be outside the Nursing Home/VAS on Broadbush.

 Cllr Compton reported that the concrete posts on Ermin Street (Linden Homes) not replaced

 in holes, just laid alongside. *Cllr Jankinson to raise with RA*

 Cllr Compton reported increase in numbers of vehicles speeding on Ermin Street. Cllr

 Jankinson has asked for SBC Cllr Penny`s help on this matter.

 Cllr Boyd reported that the Financial Orders were ready to circulate. Cllr Jankinson to update

 Terms of Reference for Finance Committee and circulate both together. *Cllr Jankinson to*

 *revise and circulate.*

 Cllr Boyd confirmed that the quote to jet was Millennium Gardens was acceptable.

 Cllr Boyd reported that there were no longer recycling bags for purchase, as SBC had changed

 its approach. *Cllr Bishop to follow up with SBC.*

Cllr Rogers reported his concerns about queuing on A419 exits. *Cllr Jankinson to arrange*

 *Aerial Photos. Cllr Selwood to raise at next Safety Partnership.*

 44. KEY MESSAGES

 Blunsdon came 3rd in BKV competition.

 Thank you for NHP consultation responses.

 Summer Fete 2020

 45. SUMMONS TO ATTEND NEXT MEETING

 Cllrs were summoned to attend the next meeting: Monday 1st July 2019 7.30pm, at Blunsdon

 Village Hall.

 There being no further business the Chairman declared the meeting closed.

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 Chairman, 1st July 2019

 **SUMMARY OF ACTIONS**

Recreation Ground – Merretts site visit, second quote

 Widhill/Hills boundary – Chair to raise with R. Adams

 Allotments – Plot 5 to complete in next few weeks

 Web Page – Work complete, Fete listed

 Emergency Service response – Cllr Rogers to draft letter c/f

 MUGA – revised project plan required from SBC

 Millennium Gardens – work scheduled, including re pointing

 Risk assessment to be updated and circulated

 Bus Route 20 – clerk to contact SSTM for more info

 Methodist Hall – RFO to invite PB to meeting

 Angus Irvine Fund – Cllr J to send to BFC&CC

 Planning response – Clerk to revise form

 Grass Cutting Housing - Clerk to contact

 BFC fixtures – clerk to contact BFC re numbers

 Planning breach on Broadbush – Cllr J reported to SBC

 Summer Fete 2020 – Clerk to arrange meeting

 Training at HW – Clerk to book

 Linden Homes posts – Cllr J to raise with RA

 Finance Committee and Orders – Cllr J to revise and circulate

 Recycling bags – Cllr Bishop to follow up SBC

 A419 exits – Cllr J to arrange photos, Cllr Selwood to raise at Safety Partnership

 Key Messages – Clerk to post on Facebook and BLOG