

**Odstock Parish Council**  
**Minutes for Ordinary Parish Council Meeting**  
Jay McGowan, Parish Clerk

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Odstock Parish Councillors met on Wednesday 10<sup>th</sup> January 2024 for the Ordinary Parish Council Meeting held at the Barker Room, Nunton.

The meeting started at 7.30pm.

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**Present:** Cllrs Nigel Start (Vice Chair), Sally Nelson, Liz Stanger, Colin Berry, Shaun Askew (Co-opted)

**Also, present:** Jay McGowan (Clerk), Cllr Clewer

**Public Session**

Mr Askew gave a summary for his reasons for applying for the position of Councillor, he expressed his willingness to help the community.

A resident reported a fallen tree along the path at The Orchard. The tree has now been cleared.

*The Parish Council would like to thank Rod Poynting for clearing the tree and ensuring the path was safe and clear again.*

PC Murphy submitted a report and is pleased to say there have been no incidents in the last 30 days. However, as break-ins of outbuildings continue in the surrounding areas, he has asked all residents to carry out their own personal safety assessments.

**Agenda**

**87.23 To receive and consider acceptance of apologies.** Two. Cllrs Riley and Trubshaw gave their apologies. **Resolved:** Apologies were considered and accepted. The meeting was Chaired by Cllr Start.

**88.23 Vacancies in Parish Council Office:** One.

The meeting was closed to the public for 5 mins while Cllrs considered Mr Askew's application. **Resolved:** All Cllrs unanimously voted to co-opt Mr Askew.

Mr Askew duly signed the Declaration of Acceptance of Office.

**89.23 Declaration of Interest:** Councillors to disclose their interests in matters to be discussed and to decide requests for dispensation. None.

**90.23 To consider any urgent matters raised in the public session, and any other urgent matters or items from councillors. (For discussions only, no decisions can be taken).** None.

**91.23 To agree any items on the agenda that are to be dealt with following the exclusion of the press & public.** Item 88.23 (Meeting was closed for 5 mins)

**92.23 Minutes.** To approve and sign the Minutes of Parish Council meeting held Wednesday 1<sup>st</sup> November 2023. **Resolved:** The Minutes were approved by Cllrs as a true record of the meeting. Minutes signed by Cllr Start.

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### 93.23 Odstock & Nunton Play Areas.

a) To consider getting quotes from various manufactures for new play equipment: swings and agility rope. **Resolved:** A subcommittee led by Cllr Nelson will arrange site visits and quotes from several companies, these will be considered at the next meeting.

b) Mole removal: To agree to employ the services of a mole remover for the play areas.

Approx cost is £45.00 per mole with humane removal. **Resolved:** All Cllrs agreed to the removal of the moles.

\*When the contract was agreed it was requested Odstock Play Park be closed while the moles are removed. Signs will be posted, and the park will be closed during this time.

**94.23 Odstock Bus shelter.** Cllr Berry will undertake the replacement of the shelter when the weather improves.

**95.23 Planting in Parish.** To consider and set a budget for fresh planting for the area around Odstock Phone Box and Vicarage Garden. **Resolved:** Cllrs agreed a budget of up to £50.00 for new blubs for both areas.

### 96.23 Clerk's Report/Matters arising from previous meeting.

**a. Parish Noticeboards.** The Odstock noticeboard has now been made and is ready for installation.

*The Parish Council would like to thank Stewart Ford for his time and expertise in making the new Parish Council noticeboard in Odstock.*

**b. Litter bins.** Clerk is waiting for an installation date from ID Verde.

**c. Defibrillator.** Nothing further to report at this stage.

**d. Parish Steward Visits.** Parish Steward visits are the first week of every month. Issues for his attention are to be submitted to Cllr Start by the last week of every month for inclusion on the worksheet.

### 97.23 Transport, Roads and Footpaths

**a. Unnamed Road Sign.** Nothing further to report, this is still an ongoing issue.

#### **b. Jubilee Gardens.**

i. To consider commissioning a risk assessment for the communal area. **Resolved:** Several quotes were obtained with the approx. cost of £400 - £500 plus VAT. **Resolved:** All Cllrs considered the quotes and agreed to an inspection with costs up to £500 plus VAT. Cllr Nelson to liaise with Estate Manager re use of the inspector they employ as preferred bidder for our inspection.

ii. Parking. No further update. Location and wording of signs to go up shortly.

**c. Kissing Gates.** Wiltshire Council advised the cost of each kissing gate is £450, with installation costs (less if volunteers can fit the gates) so the total cost of 4 gates is £3,500. The Parish Council contribution will be £875 and LHFIG will contribute £2,625. It was agreed to support the funding to supply 2 kissing gates during the current financial year and 2 in financial year 2024/25. It was agreed the work should be undertaken by Rights of Way volunteers. The Area Board approved allocation of £675 for the work for 2 gates to be installed, the Parish Council will allocate £225. **Resolved:** Cllrs agreed to the £225 contribution. Order of works to be decided by Cllr Riley.

### 98.23 Planning

a. To consider a response to any new planning applications received. None.

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b. To consider a response to any planning applications received between publishing of the agenda, and date of the meeting. None.

c. To confirm any planning application responses determined email for applications received since last meeting.

**PL/2023/08712**: Sunnyside, Nunton Drove, Nunton, SP5 4LE. *Do not support.*

d. To note any planning application decisions received by Wiltshire Council.

**PL/2023/08712**: Sunnyside, Nunton Drove, Nunton, SP5 4LE. *Approved.*

### 99.23 Finance

a. To note bank balance.

Current Account: £5,458.91

Savings Account: £16,586.67

b. Schedule of payments: Resolved: All payments considered and approved.

Date	Payee	Particulars	Amount
31.01.24	Bawden	Grass Cutting	£249.50
31.01.24	J McGowan	Salary (Jan 24)	£287.50
29.02.24	Bawden	Grass Cutting	£249.50
29.02.24	J McGowan	Salary (Feb 24)	£287.50
Total			£1,074.00

### 100.23 Correspondence Received

- Briefing Notes: 23-31 - 38
- WALC: Nov & Dec Newsletters
- Wiltshire Council Emergency Climate Update – October 2023.
- Invitation to Southern Area Board Volunteer Event: 29<sup>th</sup> April 2024.
- The Great British Spring Clean.

### 101.23 Forthcoming Meetings

- Salisbury City Council Neighbourhood Parish Meeting: 25<sup>th</sup> January 2024 – Salisbury. *Clerk to attend.*
- Wiltshire Council Town & Parish Clerk's Meeting: 26<sup>th</sup> January 2024 – TEAMS. *Clerk to attend.*
- LHFIC Meeting: 6<sup>th</sup> February 2024 – TBN
- Southern Wiltshire Area Board & Highways Matters Event: 22<sup>nd</sup> February 2024 – Alderbury. *Cllr Askew to attend.*

### 102.23 Items to be carried forward to the next meeting.

Path behind the hedge, long the C12.

### 103.23 Dates of future meetings.

- 6<sup>th</sup> March 2024

### 104.23 To close the meeting.

**With no further business to discuss Cllr Start closed the meeting at 8.30pm.**