

Odstock Parish Council

Draft Minutes for meeting held 4th September

Odstock Parish Council members met on Wednesday 4th September for an Ordinary **Parish Council Meeting** held at The Pavilion, Nunton Recreation Field.

Present: Cllrs Edward Riley (Chairman), Nigel Start (Vice Chair), Sally Nelson, Colin Berry, Shaun Askew, Chris Trubshaw

Also, present: Jay McGowan (Clerk), Cllr Richard Clewer plus 1 member of the public

Public Session

PC Evans apologised he could not attend the meeting, a report from PC Evans was circulated to Cllrs.

A resident requested the Parish Council approach Longford Estate to cut back some overgrown trees along Nunton Drove to avoid any damage to cables. It was established the responsibility to maintain the trees is with BT Openreach. The resident should contact them directly regarding her concerns.

Agenda

52.24 To receive and consider acceptance of apologies. Apologies were received from Cllr Stanger. **Resolved:** Apologies were considered and accepted.

53.24 Vacancies in Parish Council Office: None.

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

55.24 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.

56.24 To agree any items on the agenda that are to be dealt with following the exclusion of the press & public. None.

57.24 Minutes. To approve and sign the Minutes of meeting 3rd July 2024. **Resolved:** Minutes were approved as a true record of the meeting, signed by Cllr Riley.

58.24 Clerk's Report/Matters arising from previous meeting.

a. Litter bins. Bins at Nunton Recreation Field and Jubilee Gardens have now been installed. *No further action.*

b. Odstock Play Area.

i) Mole removal. The moles have now been removed and the recreation park has reopened. *No further action.*

ii) ROSPA Play Inspections for Odstock and Nunton Play areas will be carried out in September 2024.

c. Parish Steward Visits. Visits are scheduled for 4th September and 3rd October 2024, worksheets to be submitted as usual to Cllr Start.

59.24 Nunton Recreation Area/The Pavilion.

a. Downton Football Club has now agreed and renewed their contract for another season 2024/25.

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b. To consider going to tender for grass maintenance contract 2024/25. **Resolved:** It was agreed to go to tender for the 2025/26 contract. *Clerk will obtain quotes for the January meeting.*

60.24 Jubilee Gardens

a. Jubilee Gardens Bridge. **Resolved:** After careful consideration and assessing all the options the Council unanimously voted not to install handrails on the bridge. A danger/use at your own risk sign has already been installed to warn people using the area. Cllr Nelson will complete the assessment form, and this item will be review annually.

b. No Parking signs and bollards. No Parking signs have now been put up.

61.24 Transport, Roads and Footpaths

a. LHFIG reports: Odstock Bus Shelter – to be submitted.

Jubilee Gardens Parking. **Resolved:** A request was submitted to the August meeting; further evidence of parking offenders is required. A site visit by an engineer will be carried out.

There has been no further update, the Clerk to chase this up.

b. Unnamed Road Signs. Still ongoing, no further update. A survey will be placed in News&Notes.

c. Discretionary Gully Service.

The Parish Council would like to thank Graham Axtell and the Highways team for the gullies cleared on this visit.

A request for Rose Lane drain to be cleared at the next vector visit will be requested.

62.24 Planning

a. To consider a response to any new planning applications received.

b. To consider a response to any planning applications received between publishing of the agenda, and date of the meeting.

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

PL/2024/07301: Newcourt Lodge, Nunton Drove, Nunton, SP5 4HZ. *No comment.*

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

PL/2024/04384: Sunnyside, Nunton Drove, Salisbury, SP5 4HZ. *Approved with conditions.*

63.24 Finance

a. To note bank balance at 01.09.24

Current Account: £9,101.91

Savings Account: £1,669.29

b. To approve schedule of payments. **Resolved:** All payments approved, see full schedule of payments below

64.24 Correspondence Received.

a. Briefing Notes: 24/15 – 24/17

b. WALC Newsletter July 2024

c. The Gypsies and Travellers Development Plan, pre-submission consultation under Regulation 19 enables communities to have their say on the draft Plan. Consultations run from 20th August to 4th October 2024. For further information go to [Have your say \(Regulation 19 consultation\) - Wiltshire Council](#)

d. Latest Policy, Efficiency, Effectiveness & Legitimacy report from the PCC

e. Notification of Proposed Seismic Survey – Salisbury NHS Trust ([Mid/late August](#))

f. Invitation to Neighbourhood County Parish Forum on 20th November 2024 g. Proposed reforms to the NPPF consultations ends 24th September 2024 for further information go to [Proposed reforms to the National Planning Policy Framework and other changes to the planning system - GOV.UK \(www.gov.uk\)](#)

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65.24 Forthcoming Meetings

- a. Southern Wiltshire Area Board Meeting: 5th September 2024, TBN
- b. Town & Parish Clerk's Council Meeting 25th September 2024, TEAMS
- c. LHFIG Meeting: 8th October 2024. TBN

66.24 Items to be carried forward to the next meeting.

67.24 Dates of future meetings.

Wednesday 6th November 2024

68.24 To close the meeting.

Schedule of Payments

Payments to be approved:

Date	Payee	Particulars	Amount
31.07.24	Grist Environmental	Litter Bin Collections	£70.56
30.08.24	HMRC	Clerk's Expenses	£10.20
30.08.24	Bawden	Grass Cutting	£258.65
30.09.24	J McGowan	Clerk's Expenses	£291.66
Total			£631.07

Payments made since last meeting: 02.07.24 – 01.09.24

Date	Payee	Particulars	Amount
08.07.24	Grist Environmental	Bin Collection	£7.35
08.07.24	Bawden	Grass Cutting (29639)	£258.65
08.07.24	C Berry	Litter Bin	£9.90
12.07.24	HMRC	Clerk's Expenses	£10.20
15.07.24	E Riley	Cement	£72.40
15.07.24	H Joynt	V Gardens	£105.00
26.07.24	Bawden	Grass Cutting (29500)	£258.65
30.07.24	Wessex Mole	Mole Removal	£80.00
31.07.24	J McGowan	Clerk's Expenses	£281.46
01.08.24	Water2Business	Utility Bill	£53.78
14.08.24	Bawden	Grass Cutting (29735)	£258.65
13.08.24	HMRC	Clerk's Expenses	£10.20
30.08.24	J McGowan	Clerk's Expenses	£281.46
Total			£1,615.30

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Payments received since last meeting: 02.07.24 – 01.09.24

Date	Received From	Particulars	Amount
09.06.24	Lloyds Bank	Interest	£4.30
17.07.24	C Arthey	Donation	£75.00
09.08.24	Lloyds Bank	Interest	£1.65
27.08.24	Downton FC	Fees	£495.00
Total			£575.95