

Minutes of an ordinary meeting of **Durrington Town Council** held after the Planning Committee meeting on Wednesday 15th of January 2020, in the Robinson Room, Village Hall, High Street, Durrington SP4 8AD.

In these minutes, CSW stands for Community Speedwatch, DTC for Durrington Town Council, EMR for Earmarked Reserves, WC for Wiltshire Council and WHS for World Heritage Site.

PRESENT	Cllr. Mr JP Todd	Chairman
	Cllrs., Mr R Perry (Vice-Chairman), Mr W Clarke, Mr J Ellis, Mrs R Ellis, Mr P Galan-Bamfield, Mr D Healing, Mrs S Paines, Mr S Rennie, Mrs K Sharp and Mrs M Wardell.	
	In Attendance: Liz Moore Cllr Mr G Wright	Clerk Wiltshire Councillor

Time started: 19:37hrs

101/20 PUBLIC QUESTIONS: there were two members of the public present including Graham Wright (Wiltshire Councillor) and there were no questions asked. Cllr Wright stated that he had advised Sainsburys that the light on their wall facing the DTC car park was not working. He emphasized the need for DTC to effect repairs to the concrete area next to the bicycle stands. The Clerk said that Daryl Spreadbury had been instructed to carry out the work and would be doing so weather permitting.

102/20 APOLOGIES: Cllr S Botham.

103/20 DECLARATIONS OF INTEREST: none declared.

104/20 TO APPROVE THE MINUTES of the Town Council meeting held on 26 November 2019 and the extraordinary meeting held 17th December 2019: not covered, deferred to next meeting.

105/20 REPORT ON ACTIONS OF THE MINUTES OF THE PREVIOUS MEETING, NOT OTHERWISE SPECIFIED: not covered.

106/20 MEMBERSHIP: it was agreed to defer co-option to the next meeting as several people had expressed an interest in the role of Councillor. Members felt that they would like more information on the candidates, and asked the Clerk to invite them to the next meeting.

The Chairman reported that Cllr G Wilson had resigned on 10 January due to new work commitments and that WC would publish the notice of a second vacancy in due course. Cllr Wilson had been part of the Policy Review Team and members had been grateful for his expertise.

107/20 REPORT by the Chairman of the Town Council: deferred to next meeting.

108/20 TO APPROVE WRITTEN UPDATES FROM COUNCIL TEAMS: items a-g deferred to next meeting apart from item d.

d. **HR & FINANCE:**

- i. Update on DTC finance matters and the budget: (see appendix 1 for draft minutes of the HR and Finance Committee meeting held on 6 January 2020, and draft budget 2020/21 previously circulated to members). The Chairman asked a member of the public for their opinion on whether the Town Council should increase the precept by £11.66 per band D property. The member of the public felt that everything DTC had been doing had benefited him, DTC had spent money for the benefit of the community, and he was happy to pay the extra money. Members noted that the 2020/21 projected tax base was 2414.45 and had increased from last year due to the extra MOD housing. Cllr W Clarke asked whether DTC would be getting any money from the MOD and reminded members that the MOD had given five million pounds towards Avon-Valley College. If the precept was set at £170,000 the band D property would be £70.41, an increase of £11.66 on 2019/20 figures (£58.75). That meant that DTC could move £11,280 into an earmarked fund for projects, at the same time recouping some of the extra costs/losses sustained in 2019/2020.

The Clerk advised the council that it should review its Earmarked Reserves (EMRs) at the next HR and Finance Committee meeting to ensure enough funds were set aside for long-term use for e.g. maintenance of the buildings that DTC owned. It was noted that the current EMR of £5,000 for emergency repairs was very low and there was no funding allocation for Elections. The Annual Parish Meeting would be an opportunity to listen to the wishes of the community and to hear where they would like to see money spent. Members felt that the council was good at what it did, the members were all volunteers working hard for the community and that the community was supportive of its council. **It was agreed** that Councillors would put together a newsletter to highlight the local services that DTC already provided and to inform parishioners of planned improvements. **It was resolved** to approve the budget for 2020/21. Proposed by Cllr S Rennie, seconded by Cllr S Paines and agreed [Cllr P Galan-Bamfield voted against the motion]. **It was resolved** to set the total precept for 2020/21 at £170,000. Proposed by Cllr M Wardell, seconded by Cllr J Ellis and agreed [Cllr P Galan-Bamfield voted against the motion]. Clerk to email WC with precept requirement.

- ii. Hiring a Facilities Manager: **it was agreed** that Cllr S Rennie and Cllr M Wardell would put together an advert for the Facilities Manager role.
- iii. To approve the Clerk's overtime for November and December 2019 at the flat rate and to approve her mileage expenses claim for evening meetings and a course that she attended outside of her normal commute (mileage allowance: 45p/mile). **It was resolved** to approve payment of £337.11 for Clerk's additional hours worked during November and December 2019 and mileage expenses of £66.60 (invoice tabled). Proposed by Cllr P Galan-Bamfield, seconded by Cllr S Paines and carried unanimously. **It was resolved** to pay the Clerk at the flat rate for any extra hours worked above 108.33 per month (capped at an additional 10 hours per week), in order for her to carry out her duties and until such time that DTC had recruited a Facilities Manager. Proposed by Cllr S Rennie, seconded by Cllr J Todd and carried unanimously.
- iv. Cllr S Paines offered to take on responsibility for the Cemetery and Cllr J Todd said that he would provide assistance with the facilities management.

109/20 TO APPROVE THE BUDGET 2020-21 AND SET THE PRECEPT: see item 108/20.

110/20 TO REVIEW USE OF POLITE NOTICES AND AMENITIES POLICY: referred to the Policy Review Team.

111/20 OFFICER REPORT ON RECENT WORK AND ISSUES: deferred to next meeting.

112/20 REPORT by the Wiltshire Councillor: deferred to next meeting.

113/20 REPORTS by Representatives of other organisations and meetings attended on behalf of the Town Council: deferred to next meeting.

114/20 ACCOUNTS: it was resolved to approve the following items (previously circulated to members and please see appendix 2). The Clerk reported that she would present the December 2019 accounts for approval at the next meeting on 28 January 2020.

- a. The cheques and debits for November 2019
- b. The bank reconciliation for the current account for November 2019
- c. To receive a report on income and expenditure to date: not covered.

115/20 DISCUSSION TOPIC: deferred to next meeting.

116/20 PROPOSALS: items a-d deferred to next meeting apart from item b.

- b. Cllr J Ellis (CSW Team Leader) reported that he and Cllr G Wright (Wiltshire Councillor) had looked at various road junctions and proposed several areas where double yellow lines needed extending to allow buses and larger vehicles extra turning space. Cllr P Galan-Bamfield requested continuous double yellow lines from the Ham, South to East End Manor. **It was resolved** that the Clerk submit to Wiltshire Council the following requests for new yellow

lines in the Parish. Proposed by Cllr K Sharp, seconded by Cllr R Ellis and carried unanimously.

- i. Larkhill Rd end of Meads Rd extend double yellows by 20 metres.
- ii. High Street end of Windsor Rd extend double yellows by 20 metres.
- iii. South side of Windsor Rd junction as it enters Bulford Rd in front of Rosie's Barbers extend double yellows by 20 metres.
- iv. North side of Windsor Rd as it enters Bulford Rd change single yellows to double yellow.

117/20 COMMUNICATIONS: deferred to next meeting.

118/20 CORRESPONDENCE to the Chairman or Clerk: deferred to next meeting.

119/20 TRAINING: deferred to next meeting

120/20 DATE OF NEXT MEETING: the next ordinary council meeting will be at 7pm on Tuesday 28 January 2020.

121/20 TO SET A DATE FOR THE ANNUAL PARISH MEETING: Members agreed to think about guest speakers for the event, it was noted that in the past the Robinson Room had accommodated about five exhibitors and the main hall; between 15-20 organisations. **It was agreed** to set the Annual Parish meeting for the evening of Tuesday 31 March 2020.

122/20 ANY OTHER BUSINESS:

- a. Cllr G Wright (Wiltshire Councillor) reported that Daryl Spreadbury (Durrington Handyman Services) had kindly offered to install posts free of charge on the **grass verge from Kingfisher Drive to Avon Down Rd** to stop the grass being ruined by vehicles. Cllr J Todd requested a CAT scan of the area to check for services in the ground.
- b. Prior to the Amesbury Area Board on Thursday 16 January 2020 (at Sharp Hall, Larkhill) and between 6.30pm to 7.00pm, there will be displays available to view on the **Royal Artillery Museum Project**.
- c. Cllr S Paines with the help of Cllr J Todd said that she would take on the co-ordination of the stands for the **Friends of Durrington** at the Annual Parish Meeting.

The meeting finished at 20:36hrs

Appendices:

1. Draft minutes of the HR and Finance Committee meeting held on 6 January 2020
2. Draft budget for 2020/21
3. The cheques and debits for November 2019
The bank reconciliation for the current account for November 2019