

Pirton Parish Council



Minutes of Pirton Parish Council Meeting held on 13 February 2020 at Pirton Village Hall 7.45 pm

www.pirtonparishcouncil.org.uk

Present:

Cllr J Rogers (Chair), Cllr D Burleigh, Cllr T Gammell, Cllr S Maple, Cllr M Parkin, Cllr N Rowe

In attendance:

Mr Edward Roberts (Parish Clerk)

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**19-174 To receive and accept apologies for absence.**

Apologies had been received and accepted from Cllr McConnellogue.

**19-175 Public Participation**

District Cllr C Strong and one member of the public were present. No items were raised from the floor.

**19-176 To receive declarations of interest from Councillors on items on the Agenda and to consider any requests for dispensation.**

Nil.

**19-177 To confirm and sign the Minutes of the Parish Council Meeting held on Thursday 9 January 2020 as a true and accurate record.**

It was **RESOLVED** that the minutes of the Council Meeting held on 9 January 2020, be approved as a true and accurate record of the proceedings and be duly signed

**19-178 To confirm and sign the Minutes of the Parish Council Extraordinary Meeting held on Thursday 29 January 2020 as a true and accurate record**

It was **RESOLVED** that the minutes of the Extraordinary Council Meeting held on 29 January 2020, be approved as a true and accurate record of the proceedings and be duly signed.

**19-179 To receive Bank Reconciliation and Financial Summary and to approve accounts for payment.**

- a. Bank account as at 31 January 2020: Unity Trust Account £60,293.97
- b. It was **RESOLVED** that payments totalling £1652.77, as detailed on the monthly Finance Statement (Appendix A) be made.

**19-180 To receive the Clerk's report.**

The Clerk reported that the antivirus had been updated on the computer used for parish council business, following a new year special offer. Letters had been received on the subject of VAT from Lea Sports, the Cricket Club and HMRC. The latter had set out a definitive version of what they expected and had endorsed the status of PSSC as a separate entity from the parish council.

The Clerk had had an approach from an accounts software company specialising in financial software for town and parish councils. The cost of an annual licence was not excessive and the Clerk intended carrying out further research.

A resignation email had been received from Stephen Smith in January, effective immediately, and the vacancy had been advertised in accordance with the electoral regulations. The council was now in a position to co-opt.

Work continued on the paperwork for assets of community value and it was expected that this would be with NHDC by the end of the month. The Methodist Hall had not been included, following consultation, but might be listed in the future when it was back in use.

A police surgery was to be held on a regular basis on Saturday mornings in the Motte and Bailey, run by the local PCSO.

Letters had been sent to the groundsman and Bullards regarding the end of their contracts for work at the Recreation Ground. To date, no replies had been received.

**19-181 To consider the contents of the VAT letter received from HMRC, dated 18 December 2019.**

The original letter had not been received by the Clerk, but a copy had been provided by HMRC in January. The Clerk read the relevant sections, particularly those relating to the time period concerned (May 2015 – May 2019) and the status of PSSC, which was confirmed by HMRC as a separate entity and not an offshoot of the parish council.

It was suggested that the Clerk should contact HMRC to investigate any deadline for payment, the possibility of a payment plan and whether any interest or penalties were possible on the amount owing. It was **AGREED** that in the interests of transparency, the Clerk should draft a letter to all affected organisations, setting out exactly how much was to be repaid to HMRC.

**19-182 To confirm the appointment of IAC Audit to conduct the internal audit for 2019-20.**  
It was **RESOLVED** that IAC Audit should be appointed internal auditors for the 2019-20 audit.

**19-183 To consider the renewal of the Contractor Services Agreements for the Recreation Ground grass cutting and Strimming within the village.**

It was **AGREED** that as the Clerk had written to the contractors, this item should be held over to March.

**19-184 To consider a grant to Pirton Players to assist with the cost of replacement stage lighting.**

The Clerk reported that to date no grant application had been received. The item was held over to March, with the proviso that the Clerk was to contact Pirton Players to check the status of the application.

**19-185 To approve the submission of a re-application to the HLF for works to Jack's Path, with the cost to be split 50:50 between the Bury Trust and the Parish Council.**

Cllr Gammell stated that funding on this route was unlikely following Brexit. It was **AGREED** that the Bury Trust should obtain quotes for the work and the matter would be considered again. Cllr Rowe would investigate the possibility of some P3 funding that might be available towards the cost. Cllr Burleigh made the point that the parish council has no responsibility for the Bury and that such schemes are the concern of the Bury Trust. The Clerk was to check with IAC Audit over the possibility of splitting the VAT on any work, so that the parish council could reclaim their share (50%) for any work carried out.

**19-186 To approve scrub clearing work on Toots Hill, with the expenditure to be split 50:50 between the Bury Trust and the Parish Council.**

It was **AGREED** that this would be left to the Bury Trust to organise and that the cost of £800 + VAT be split 50:50 between the Bury Trust and the Parish Council. Cllr Burleigh stated that there was S106 of £1000 or so available to Countryside Management Service. This would be chased by the Chairman of the Bury Trust.

**19-187 To confirm the expenditure of S106 monies on the refurbishment of the bus shelter at Great Green.**

Proposed by Cllr Burleigh and seconded by Cllr Rogers. **AGREED** by all.

**19-188 To approve the final draft of the revised Doc014, Terms of Reference and Delegation Scheme**

Cllr Burleigh had not yet received comments from Cllr Maple. Once received, a final draft would be produced and sent to the Clerk with the intention of being put forward for approval at the next parish council meeting.

**19-189 To review a draft of a licence between Pirton Parish Council and Pirton Sports and Social Club.**

No progress had yet been made on this item. Cllr Gammell suggested that this needed a legally qualified person to avoid any pitfalls. Cllr Burleigh agreed to investigate this aspect. Cllr Maple stressed that the views of the PSSC had been taken into account when he was looking at topics that should be included in any licence.

**19-190 Planning.**

- a. To consider Planning Applications (see Appendix B). Cllr Burleigh would draft comments on application 20/00131/FPH, which the parish council objected to on the grounds of car parking spaces.
- b. To receive an update on the Local Plan. There was little, if anything, that currently affected Pirton. Cllr Strong spoke regarding NHDC's point of view and although there were 5 villages earmarked for growth, Pirton was not one of them.
- c. To receive an update on CALA Homes Ltd. No communication had been received from Cala. Cllr Burleigh reported that the 30mph signs that had been removed by Highways would be reinstated. Cllr Parkin was to contact the Transport Officer to try and arrange a meeting with Highways and Cala.
- d. To receive an update on Spitfire Homes. Cllr Maple reported that the number of street lights would be reduced by one and that the road works in February would go ahead as planned.
- e. To consider the current situation with regard to Wright's Farm. Cllr Gammell was still waiting for a reply from HCC and Cllr Parkin had put in another Freedom of Information request.

**19-191 To receive reports on the following:**

- a. Parish Paths Partnership (P3) – Nil
- b. S106 Projects – The allocation of S106 monies to the village hall was discussed and it was felt that the parish council had not been kept informed of the spend by NHDC. A letter was to be drafted to that effect.
- c. Village Environment – Cllr Gammell reported on the situation with Blacksmiths Pond and the outflow ditch. His full notes are at Appendix C.
- d. Bury Trust – The matters of Jack's Path and Toot Hill were covered previously. Cllr Gammell's full notes are at Appendix C.
- e. Village Hall – Cllr Parkin spoke regarding the potholes in the hall carpark and whether funding could come from the parish council to help with the cost. Cllr Strong thought that some funding might be available from NHDC, but the window for the current period had closed. The next round of funding would be in June. Only

one grant could be given and for the village hall it might be a choice between stage lighting and potholes.

- f. RecDevWG – There was no formal report this month, but Cllr Maple spoke in general terms about progress made to date.

**19-192 To consider a draft policy for Great Green.**

Cllr Parkin had made good progress, but additions were still required to the draft document..

**19-193 To discuss the matter of the sewage pumping station in Burge End Lane**

Cllr Gammell reported that Anglian Water had looked at the problem and although able to install a larger pump, considered that this would not alleviate the situation as the infrastructure further down the line could not cope with any extra load. It was an ongoing problem, but there was little that could be done in the short term.

**19-194 To receive an update on progress regarding the imposition of a 20mph speed limit within the village.**

Cllr Gammell recapped the position as stated last month. Any costs would be from next year's budget. It was **RESOLVED** that this should be taken forward and the Clerk was to write to Highways confirming the decision to go ahead with a blanket 20mph limit in Pirton.

**19-195 To consider the registration of Middle Green as a village green.**

It was **RESOLVED** that Middle Green should be registered as a village green.

**19-196 To discuss the updating of the Directory of Pirton Organisations, prior to a 'Welcome to Pirton' event in May 2020.**

It was **AGREED** that this should be publicised on the Facebook page and the parish council website. Comments were made that the information in the parish magazine was regularly updated and was available to all in the village.

**19-197 To consider the case for the provision of electric vehicle charging points in the village.**

It was **AGREED** in principle that the installation of charging points would generally be a good thing and that suitable locations might be the village hall and recreation ground.

**19-198 To consider attendance at the NHDC Village Voices event on 26 March 2020.**

Cllrs Rogers and Parkin put their names forward to attend.

**19-199 To confirm the expenditure of S106 monies on a new bus shelter at the Cala site.**

A round table meeting to include Cala had yet to take place as Cala had failed to respond to the invitation. It was mooted that perhaps the NHDC Transport Representative could influence Cala's attendance. The expenditure was **AGREED** in principle.

**19-200 To consider the problem of car parking in the village.**

An information campaign was considered to try and get residents to stop parking on the verges. Cllr Gammell suggested that this could be included as an item in the next newsletter. It was agreed that there was little that could be done at present.

**19-201 To suggest items for the next meeting of the Parish Council to be held on Thursday 12 March 2020 at Pirton Village Hall at 7.45 pm.**

The following item was suggested:

- a. To discuss the production of the next newsletter.

**Meeting Closed: 9.56pm.**

Appendices

Appendix A – Monthly Finance Statement

Appendix B – Planning Applications

Appendix C – Cllr Gammell's notes

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

## Appendix A – Monthly Finance Statement

**Pirton Parish Council**  
**Monthly Finance Statement**  
**13 February 2020**

**Balances as per Cash Book:**

|                 |                         |                   |
|-----------------|-------------------------|-------------------|
| 31 January 2020 | Unity Trust Current a/c | <b>£60,293.97</b> |
|-----------------|-------------------------|-------------------|

**Transactions Included Above (made in Jan but after the monthly Meeting)**

|         |                |          |
|---------|----------------|----------|
| R19-033 | VAT Reclaim 20 | 1,125.98 |
|---------|----------------|----------|

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**£1,125.98**

**Plus Receipts Since Month-End**


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**£0.00**

**Less Accounts for Payment****Direct Debit Payments**


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**£0.00**

**Cheque Payments**


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**£0.00**

**BACS Payments**

|         |                                |        |
|---------|--------------------------------|--------|
| E19-104 | Fitting New Dog Waste Bin      | 44.63  |
| E19-105 | Emptying New Dog Waste Bin     | 29.83  |
| E19-106 | PSSC Room Hire RecDevWG Jan    | 18.00  |
| E19-107 | Clerk's Salary & Expenses      | 628.21 |
| E19-108 | Clerk's Tax                    | 127.60 |
| E19-109 | Street Cleaning                | 170.00 |
| E19-110 | Clerk's Training CiLCA         | 190.00 |
| E19-111 | Setters Colemans Close Repairs | 408.00 |
| E19-112 | Village Hall Room Hire January | 18.50  |
| E19-113 | PSSC Room Hire RecDevWG Feb    | 18.00  |

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**£1,652.77**

**Total for Payment:**


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**£1,652.77**

13 February 2020

Unity Trust Current a/c

**£58,641.20**

PIRTON PARISH COUNCIL

MINUTES: 13 February 2020

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

**Pirton Parish Council**  
**Bank Reconciliation**  
**31 January 2020**

***Balance as per bank statement:***

|                 |                          |                   |
|-----------------|--------------------------|-------------------|
| 31 January 2020 | Unity Trust Current a/c: | <b>£60,293.97</b> |
|-----------------|--------------------------|-------------------|

***Less uncleared cheques:***

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**£0.00**

|                 |                           |                   |
|-----------------|---------------------------|-------------------|
| 31 January 2020 | Account as Per Cash Book: | <b>£60,293.97</b> |
|-----------------|---------------------------|-------------------|

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Appendix B – Planning Applications

| Reference             | Detail                                                                                                                                                                                                                       |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i <b>20/00131/FPH</b> | <p><b>79 High Street, Pirton</b></p> <p><i>Part two storey and part single storey side extension (as a variation of planning permission 19/02521/FPH, withdrawn.)</i></p> <p><b>Comments to Kate Poyser by 20 Feb 20</b></p> |

Planning Decisions (for information only)

| Reference              | Detail                                                                                                                                                                                                                                                               |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I <b>19/01996/LBC</b>  | <p><b>9 Great Green, Pirton</b></p> <p><i>Single storey rear extension following demolition of existing extension; internal and external alterations</i></p> <p><b>Permission granted 22 Jan 20</b></p>                                                              |
| li <b>19/01995/FPH</b> | <p><b>9 Great Green, Pirton</b></p> <p><i>Single storey rear extension following demolition of existing extension</i></p> <p><b>Permission granted 22 Jan 20</b></p>                                                                                                 |
| lii <b>19/02211/FP</b> | <p><b>Land off Burge End Lane, Pirton</b></p> <p><i>Retention of shed and stable buildings</i></p> <p><b>Permission granted 28 Jan 20</b></p>                                                                                                                        |
| iV <b>19/02988/FP</b>  | <p><b>12 High Street, Pirton</b></p> <p><i>Erection of one 1-bed single storey detached dwelling</i></p> <p><b>Refused 3 Feb 20</b></p>                                                                                                                              |
| v <b>19/02991/FP</b>   | <p><b>26 Royal Oak Lane</b></p> <p><i>Erection of oak framed garage /storage facility following demolition of existing barn (as a variation of planning application reference 19/01664/FPH granted on 22.10.2019).</i></p> <p><b>Permission granted 6 Feb 20</b></p> |
| vi <b>19/02854/FP</b>  | <p><b>2 Bury End, Pirton</b></p> <p><i>Installation of electric vehicle charging point</i></p> <p><b>Permission granted 11 Feb 20</b></p>                                                                                                                            |

|                               |
|-------------------------------|
| Signed: _____<br>Dated: _____ |
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Appendix C – Cllr Gammell's notes

## REPORTS TO PPC MEETING 13.02.2020

### PIRTON BURY TRUST

P3

FOLLOWING MY ALERT AT A PREVIOUS PPC MEETING, THE KISSING GATE ON THE PUBLIC FOOTPATH (FROM CRABTREE LANE TO TOOT HILL) WHICH ENTERS THE BURY ON THE CORNER OF THE CHURCHYARD AND TOOT HILL, HAS STILL NOT BEEN REPAIRED. DICK WOODWARD HAS TRIED TO MAKE IT SAFE, BUT THE MAIN PILLAR IS ROTTEN, AND COULD FALL ON SOMEONE, IF IT IS REPAIRED SOON.

IF THE PC WISHES, I CAN GET IAN BLAND TO DO THE REPAIR, AS THE P3 ARRANGEMENT DOES NOT APPEAR TO HAVE RESPONDED, BUT THE PC WOULD THEN BE RESPONSIBLE FOR THE COST.

### **TOOT HILL**

COUNTRYSIDE MANAGEMENT (CMS) HAS COME FORWARD TO DEAL WITH THE OVERGROWN SCRUB AND SAPLINGS ON TOOT HILL. THE LAST TIME THIS WORK WAS DONE A FEW YEARS AGO, THE COST WAS SHARED 50/50 BETWEEN PIRTON BURY TRUST AND THE PARISH COUNCIL. CAN THE PC CONFIRM THAT IT IS PREPARED TO SHARE THE COST OF THE LATEST CLEARANCE WHICH CMS HAS CONFIRMED IS £800. INSTRUCTIONS FROM THE CLERK SHOULD BE GIVEN TO CMS AND THE TRUST WILL PAY ITS SHARE OF £400 PLUS £80 VAT. A DATE FOR THIS WORK IS AVAILABLE WITHIN CMS'S DIARY.

### **JACK'S PATH**

JUST TO REMIND COUNCILLORS, A COMBINED APPLICATION FOR THE FUNDING OF THE FORMAL CREATION OF JACK'S PATH, SHARED BETWEEN THE PPC AND PIRTON BURY TRUST (AND SUPPORTED BY CMS) A FEW YEARS AGO, DID NOT SUCCEED. CMS MENTIONED AT THE TIME THAT THIS WAS THE USUAL PROCESS, AND WE SHOULD APPLY AGAIN TO THE HERITAGE LOTTERY FUND (HLF). HOWEVER, WITH BREXIT NOW A REALITY, HLF NO LONGER RECEIVES FUNDING FROM THE EU, SO IT WOULD PROBABLY BE POINTLESS TO REAPPLY, GIVEN THE COST OF SUCH APPLICATIONS.

THE TRUST, WITH THE HELP OF CMS WOULD LIKE TO PROPOSE THAT A SCALED DOWN PROJECT BE FOLLOWED UP, TO DETERMINE THE COST, WHICH WOULD AT LEAST MAKE THE PATH SAFE TO WALK ON, AND PROVIDE AN EXCELLENT ADDITION TO THE SPECIAL QUALITIES PIRTON HAS, WITH ITS FOOTPATHS, BUT PARTICULARLY ALONG THE ROUTE OF JACK'S PATH, WHICH IS VERY SPECIAL. SHOULD THE PC AGREE, THE TRUST WOULD LIKE TO OBTAIN QUOTES FOR THE WORK, THE COSTS OF WHICH WOULD BE SHARED 50/50 WITH THE PC, IF IT TRANSPIRED THAT THE QUOTES WERE ACCEPTABLE TO BOTH THE PC AND PBT.

THIS WORK TO IMPROVE TOOT HILL AND JACK'S PATH HAVE BEEN JOINT PC/PBT AFFAIRS FOR SOME TIME, AND AS SUCH SHOULD BE VIEWED AS COLLABORATIVE PROJECTS BETWEEN THE PARISH COUNCIL AND PIRTON BURY TRUST.

### ENVIRONMENT

#### **BLACKSMITHS POND**

A WEEK AGO I POSTED ON THE PARISH COUNCIL'S FB GROUP PAGE, A COMMENT TO THE EFFECT THAT THE POND HAD OVERFLOWED, AND GIVEN ALL THE WORK THE PC HAS DONE TO STOP THIS, I SOUGHT TO EXPLAIN WHY. THE WORK THE PC HAS COMPLETED, HAS PERFORMED ITS TASK IN ALLOWING WATER TO EXIT THE POND VIA THE OVERFLOW PIPE AND INTO THE WATER-COURSE DITCH ALONG WALNUT TREE ROAD. SOMETHING WHICH WAS RAISED DURING THE FIRST HALF OF 2018 WITH HIGHWAYS AND THEIR CONTRACTOR RINGWAY, WAS THAT THE DITCH ALONG WALNUT TREE ROAD, INTO WHICH THE WATER FROM THE POND FLOWS, WAS TOO FULL OF NATURAL DEBRIS TO THE EXTENT THAT THE WATER WOULD NOT FLOW AWAY. THIS WAS DISMISSED BY HIGHWAYS, AND IN FACT THEY STATED THAT THE DITCH WAS NOT THEIR PROPERTY, SO NOT THEIR RESPONSIBILITY.

PIRTON PARISH COUNCIL

MINUTES: 13 February 2020

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

THE UPSHOT NOW IS THAT FOLLOWING RECENT EXCHANGES AND THE EXCELLENT ASSISTANCE OF DAVID BARNARD, HCC/HIGHWAYS HAVE ACCEPTED THAT THIS IS THEIR PROBLEM AND THEY ARE RESPONSIBLE TO ENSURE THAT THIS WATER-COURSE IS MAINTAINED PROPERLY. KATE HOOPER (HIGHWAYS OPERATIONS, ENVIRONMENT & INFRASTRUCTURE) HAS CONFIRMED THAT SHE WANTS TO COME TO PIRTON TO DETERMINE WHAT'S INVOLVED, AND I HAVE GIVEN HER SOME DATES WHEN I'M AVAILABLE NEXT WEEK.

HOWEVER, AS THERE'S MANY A SLIP TWIXT CUP AND LIP, I WILL NOT BE SWAYED UNTIL I SEE THE DIGGERS ARRIVE, AND THIS NECESSARY WORK COMPLETED. TO CONTINUE TO KEEP THE RESIDENTS INFORMED, PARTICULARLY THOSE LIVING ADJACENT TO THE POND, I WILL DO A FURTHER UPDATING FB POST ONCE COUNCILLORS ARE HAPPY, AND TONIGHT'S MEETING IS COMPLETED.

TOM GAMMELL  
13<sup>TH</sup> FEBRUARY 2020