

**Minutes of Westwood Parish Council (PC) Meeting held in the Parish Room,
Farleigh Lane on Monday 6th March 2023 at 7.30pm**

Present: Cllr J Bishop (Chair), Cllr G Mumford, Cllr P Waller, Cllr E Triggs, Cllr P Phillips, Cllr A Pittman Parish Clerk N Baker

Public Participation – OPEN meeting

2 MoP in attendance. No comments were made for Council to consider.

PARISH COUNCIL MEETING

1. **Apologies** – Cllr Johnston

2. **Declaration of Interests** - None

3. **Minutes of the Ordinary Parish Meeting held on 6th February 2023**

Agreed - Resolved and Chair signed the minutes of the meeting as an accurate record.

4. **Wiltshire Council Report**

Cllr Kidney reported the following:

a. Wiltshire Council are encouraging households to register Council Tax accounts online to reduce costs, a new Portal exists.

b. A campaign “lets sort it” is to ensure households recycle correctly. A “Red Hanger” will be attached to bins where items have been incorrectly deposited.

c. A series of community events are taking place throughout the County, dates for Bradford on Avon and Trowbridge not yet determined.

5. **Matters Arising from previous meeting.**

a. Proposals re Jones Hill/Cycle Way – Cllr Kidney advised that Bradford Town Council are in principle open to the idea and an informal meeting is to be arranged and Cllr Mumford will attend.

b. Westwood Update new arrangements – The first issue has been published and distributed and positive feedback has been received. **Complete**

c. Purchase and location of Copper Beech Tree – A suitable tree has been purchased, planted and watering plan established. Invoice passed to Clerk for payment. **Complete**

e. Neighbourhood Plan – **Action continues. Cllr Bishop**

6. **Planning**

a. Review current applications and decide comments to be sent to Wiltshire Council:

PL/2023/01333 – Proposed works to trees in conservation area – Lime Tree canopy reduction, minimum to make tree safe – Westwood Manor Farleigh Lane – **No Objection**

PL/2023/01407 – Single Storey Rear extension – 63 Bobbin Lane - **No Objection but light spill from roof light may impact on Bat population.**

PL/2023/01166 - Single storey wrap around extension with covered patio area, front extension, garage - 3 The Pastures, Lower Westwood. **No Objection but concern is expressed over privacy issues for neighbouring property.**

- b. To record decisions taken outside of PC Meetings - **None**
- c. To record WC decisions since February meeting. **None**

7. Finance

- a. The Clerk reported that the Cash Balance amounted to £39442 once all outstanding payments have been processed through the Bank account.
- b. The following payments were approved having been proposed – **Resolved.**

Clerk Wages and pay arrears	£522.05
HMRC Tax on wages	£130.60
Annual subscription to SCRIBE	£414.72
Wessex Water 2023/24	£227.18
Clerk expenses 1/7/22 – 28/2/23	£68.49
Total	£1363.04

c. Cllr Triggs proposed £1050 be approved to cover printing and distribution of Westwood Update for FY 2023/24. **Resolved**

d. Approval was given for the payment of £139 to SLCC for Clerk membership **Resolved.**

e. Approval was not forthcoming for the purchase of a plaque for the “Queens tree” as Council wished to consider further what plaque is preferred. **Defer to April meeting.**

f. Approval was given to research the purchase of a replacement bench to the value of £600, constructed of reinforced plastic. **Clerk to circulate options.**

8. Cemetery

a. The clerk provided some details on recent interments but added that difficulty was being experienced in obtaining payments from Dignity UK. Further, if problems persist then no interments/burials will be authorised.

9. Play Area

Cllr Mumford reported on the meeting with the Project Manager (PM):

- a. The project will commence after Easter.
- b. 2-3 weeks to instal subject to weather conditions

10. Park and Village Maintenance.

- a. ACER to commence works identified in recent survey on 29th March and to include reducing overhang on pathways.
- b. Approval was given to the value of £350 for the purchase of fruit trees for the park to create a miniature orchard and the purchase of 2 trees for verges within the village, the latter providing the landowner provides written approval. **Cllr Triggs**

11. Correspondence

- a. The 2021/22 Grounds maintenance specification to be re circulated for comment.
- b. .gov e mail addresses had been received and Clerk will circulate details.

12. Items for future Agenda

13. Date of Next Meeting

- a. To note the date for the next meeting of the Parish Council is **Monday 3rd April 2023.**

Neil Baker

Clerk to Westwood Parish Council

7th March 2023