

FROXFIELD PARISH COUNCIL

Clerk to the Council

Esther Cope,
Flat, The Pavilion,
Broomhall Lane,
Sunningdale,
Berkshire,
SL5 0QS.

Contact Information

Telephone Number: 07876 114588
Email: clerk@froxford.org

Minutes of the meeting held at 7:05pm on Monday 13th March 2023 at the Froxfield War Memorial Hall

Present:

Cllr S Heppenstall (Acting Chairman), Cllr C Wilson, Cllr A Miles, Cllr E Morton, Miss E Cope (Clerk), Ms. L Casey-Sturt, and Mr and Mrs B Adams.

046/2022 Apologies for absence, declarations of interest and dispensations

Apologies were received from Cllr Body.

047/2022 Minutes from the previous meeting

The minutes of the meeting held on the 9th January 2023 were approved to be a true and accurate record.

048/2022 Public question time

Cllr Heppenstall introduced Lynn to the meeting, noting her successful interview for the position of Clerk, inviting Lynn to ask questions of the members present.

049/2022 Matters outstanding

049.001 Church lane drain

Cllr Heppenstall reported, Froxfield would now be covered by Pewsey East Area Board (PEAB), with a new contact Matthew Perrott, continuing that Wiltshire Council contractors attended the site, to jet wash the drain, but were unable to complete the work. A request for a camera inspection/more powerful pressure-jetting should be made. Depending on the outcome, the services/help of WCC, Froxfield PC, Ted Cartlidge/Stuart (the farmer), The Old School House and All Saints Church may be required.

The addition of a French drain and annual clearance of the drain by Wiltshire Council should hopefully resolve the current issues, with further discussion to take place. To be reported at the next meeting.

Cllr Miles noted that the church was also experiencing problems as a result of the blocked drain.

049.002 Funding update for the replacement swing

Cllr Morton reported submission of a lottery grant for £9,590., with a response expected within 6-12 weeks.

The Clerk advised the addition of safety matting, as the proposed swing has a critical fall height (CFH) of 1.5m, the current turf base offers only 1 m CFH. The inclusion of safety matting would ensure the council is compliant with UK law.

Cllrs approved for the purchase of safety matting.

049.003 Councillors to receive an update on the A4 speed reduction project

Cllr Heppenstall confirmed that Wiltshire Council are currently unable to confirm a date or contractor for traffic surveys. A request has been put to the Local Highway and Footpath Improvement Group (LHFIG), with a report at the next meeting.

Cllr Heppenstall reported that the Speed Limit Review has been approved by LHFIG. Cllr Stuart Wheeler and Senior Highways Engineer Mark Stansby suggested that the submission to the Pewsey Vale Area Board is likely to be approved. The next step is for the Highways consultants Atkins to assess our criteria against the Government's National Speed Limit Policy - the outcome of which is unsure.

Should the submission be approved, councillors were advised that FPC would need to accrue £625.00 towards the costs. Clerk to accrue.

[050/2022](#) [New matters](#)

050.001 Councillors to receive a report of the water treatment works

Cllr Heppenstall noted the ongoing work at the water treatment works, a result of the rising ground water over recent months. Thames Water has to date refused to meet with FPC. A request for Thames Water to remove the containers from the access to the Sewage Treatment Works revealed that the containers did not belong to Thames Water.

Their legal departments will be working with the landowner to achieve a mutually beneficial outcome.

Cllr Heppenstall to contact Wiltshire Planning Officers for advice.

050.002 Water report, Kennet and tributaries

The Clerk circulated a report prior to the meeting.

050.003 CPRE 2023 Wiltshire Best Kept Village

Cllr Morton offered to take responsibility for the entry along with organising a village clean up and litter picking. It was approved for creation of a flyer, to be posted through residents' doors advising of the date.

The Clerk advised judging between 15th May and 11th June.

It was agreed to complete the village tidy up after the Kings' Coronation event Monday 8th May and again Sunday 14th in the afternoon.

Cllrs approved expenditure to a maximum of £100.00 for the purchase of flowers and compost for the planters within the village.

Proposed Cllr Wilson Seconded Cllr Heppenstall Vote All.

050.004 Councillors to approve the employment of a new Clerk

Cllr Heppenstall proposed the employment of Ms. Lynn Casey-Sturt as the new Clerk, with a start date of 1st April 2023.

Proposed Cllr Heppenstall Seconded Cllr Miles Vote All.

050.005 Councillors to approve the addition of the new Clerk to the bank mandate

Councillors approved the addition of Ms. Casey-Sturt to the bank mandate, with removal of the current Clerk at the end of April 2023. Clerk to action.

[051/2022](#) [Watermeadow 5 year plan update](#)

Councillors approved to defer this item to the next meeting.

Cllr Heppenstall confirmed that the project to re-establish the boundary should be completed in the next few weeks.

The Clerk noted that Froxfield resident Harry Yorke would kindly be supplying and planting another batch of saplings.

[052/2022](#) [Watermeadow, play area and village green and safety checks](#)

Cllr Miles advised that Cllr Smith continued to complete the safety checks, but that both Cllr Miles and Wilson were happy to take over the monthly checks. Cllr Wilson to follow up.

[053/2022](#) [Kings' Coronation](#)

The Vice-Chairman asked Pat Adams to provide an update on behalf of the Froxfield Social Committee.

Pat confirmed a picnic to celebrate the Kings' Coronation would be held on the village green, Saturday 6th May between 3:00 and 5:00pm. A request for residents to bring their own sandwiches and to donate homemade cakes.

The Social Committee is donating a barrel of beer and Pimms, with all profits being donated to the FPC to benefit the parish.

The Pelican Morris and Phoenix Brass Band will be providing entertainment, with plans for an afternoon of fun competitions for children and adults alike.

The church will be holding a flower festival, with residents invited to support the event by creating a display.

[054/2022](#) [Planning](#)

Councillors received a report of planning applications received since 9th January 2023.

CLlr Miles noted that internal work to Froxfield Manor, received no objections and was approved with conditions. Also, works to trees at the Old Vicarage, again no objections and approved. No further applications have been received.

CLlr Heppenstall expressed concerns regarding the heavy pollarding by Aster Group of a Lime at River View. Contact has been made with Aster Group, currently awaiting a response.

055/2022 Finance

055.001 Chairman to sign the bank statements to 28th February 2023

CLlr Heppenstall approved and signed the bank statements to 28th February 2023.

055.002 Councillors to receive a report to 28th February 2023

The Clerk circulated a report prior to the meeting, noting the council in good financial condition prior to year-end.

055/003 FY 2022/23 Year end and audit timetable

The Clerk advised that contact had been made with the internal auditor, with a meeting to hand over the accounts for FY 22-23 during April.

Councillors were advised that external auditors PFK Littlejohn are yet to confirm dates for submission of the AGAR.

056/2022 AOB, correspondence received

CLlr Wilson advised that Chilton Foliat would be hosting first aid training, Thursday 16th March. Any interested parties should book as soon as possible. Also, The Red Cross is offering free first aid training, for 5-15 attendees, which councillors approved to support the cost of the venue at the meeting 11th July 2022. Item 018.004.

CLlr Wilson to check availability and select a suitable date, to be advised at the next meeting.

CLlr Morton requested the Clerk share the location of the parish managed grit bins, it was approved to add the information to the website.

The Clerk advised of a recent notice, for Government fuel support, which would be shared via email after the meeting.

Councillors thanked the Clerk for her work over the past 2 years, handing over a bouquet of flowers as a gesture of thanks. The Clerk thanked the councillors for their kind words and wished the council and their new Clerk all the best for the new year.

057/2022 Date of the next meeting - date TBC

The new Clerk will advise the next meeting date via email to the councillors and via the residents WhatsApp group and noticeboard.

There being no further business the meeting closed at 8:24pm.