



**DRAFT Minutes of the Urchfont Parish Council (UPC) Meeting held on Wednesday 12<sup>th</sup> July 2017 in the Conference Room of Urchfont Village Hall**

**Present: Councillors:** Mottram (DM - Chairman), Donald (BD), Day (GD), Cowen (LC), Creasey (GC), Stevens (DS) and Hawkins (RH)

**Clerk to the Council:** Lunn (BL)

**Councillor for Urchfont & The Cannings:** Whitehead (PW)

**Members of the Public (for all or part of the meeting):** Sandra Johnston (SJ)(UPC Planning Administrator), Ian Johnston, Malcolm Smith

- 1. Welcome by the Chairman** – the Chairman welcomed councillors and members of the public to the meeting.
- 2. Apologies:** were received and accepted from councillors Mitchell (NM), Hill (TH) and Thomas (RT)
- 3. Declarations of Interest:** GC expressed a non-pecuniary interest in Item 15 - PROW
- 4. Time set aside for Public Participation and External Reports** – None required or offered, but Malcom Smith indicated that he wished to speak under Item 15.
- 5. Minutes of the Meeting of the Council held on 14<sup>th</sup> June 2017**

Proposal	Proposer	Seconder	Decision
To accept and sign the minutes unchanged as a true record of the meeting	BD	RH	Unanimously agreed

- 6. Action List Status Review and Update Reports from the Minutes of the meeting held on 14<sup>th</sup> June 2017 – BL identified outstanding actions; the following updates were agreed.**

**ACTION FC/20/16 – Effect of new 40 mph zone on 30 mph zones** – GD written report to the June meeting covered this item, average speeds are coming down – Action closed.

**ACTION FC/24/16 – Consider combining 10 year Strategy and UWLNP strategies** – Action ongoing, GD suggested that this might be presented at the September meeting.

**ACTION FC/46/17 – Seek advice on re-positioning of eastern gateway signs** – PW suggested that UPC should initiate the suggested meeting with WC Highways. Action closed.

**ACTION: FC/55/17 – BL**

**ACTION FC/50/17 – To try to facilitate a joint meeting with the School** – whilst DM had discussed some matters with the headmistress whilst driving the Community Bus to a cricket match, it was still considered necessary to hold a wider attended meeting with the School. GC will try to facilitate. Action Closed, but see new action FC/61 /17 below.

**ACTION FC/52/17 – Set up and chair joint working group on Scout Hut re-build** – BD indicated that an email had now been sent out to try and set up the first meeting – Action closed.

## 7. Finance

- a. **To receive a Financial Statement and Bank Reconciliation as at 30<sup>th</sup> June 2017** – the documents were distributed to all councillors with the agenda. BL emphasised the fact that the indicated reserve at the end of 2017/18 at £23,216 is exaggerated because few project requirements / budgets have not yet been agreed. He encouraged councillors to propose project requirements as soon as possible; time is slipping by in this financial year to initiate and finalise expenditure.
- b. **Project Proposals** – to consider and approve any proposals submitted
- i. **Farmers Field Funding Proposal** – TH submitted a written report requesting an increase in the annual maintenance budget from £100 to £300 and an additional project budget of £200 to cover deliveries of topsoil from Martin Bodman (4 x Manitou Bucket loads including delivery). BL pointed out that the maintenance budget was only intended for servicing of existing hand tools and minor consumables; it does not include the grass cutting by Mark Goddard which is included in the overall Parish maintenance contract. LC expressed some concern that any budget should be increased before the definitive management action plan is finalised. GD commented that UPC has to be confident that Farmers Field is worthy of support and to what extent; the facility is unfortunately not best positioned in the Parish, hopefully the finalised Plan will indicate how more visitors can be attracted to the site.

Discussion noted that the initial draft of the Farmers Field Management Plan had been received from Martijn Antheunisse, but this had been disappointing in that it lacked detail of a plan, specific recommendations and details if works required. It was agreed that TH and GD should arrange a meeting with Martijn to seek the detail required. As such the Plan did not help the debate on the current finance proposal.

**ACTION: FC/56/17 – GD/TH**

Proposal	Proposer	Seconded	Decision
To approve the budget of £200 for the topsoil from the project budget, but to defer any proposed increase in the annual maintenance budget until a better idea of future requirements for Farmers Field is clarified.	BD	GD	Unanimously agreed

- c. **Donation request from Devizes Citizens Advice** – BL confirmed that a £100 donation had been made during 2016/17. Some doubt was expressed about the motives behind the request this year, although it was recognised that CAB do help a lot of people using volunteers. PW confirmed that Wiltshire Council support CAB and its activities. To what extent CAB support residents in the Parish is unclear and needs to be established before a donation is agreed this year and possibly on an ongoing running cost basis into the future. DM suggested that CAB should be invited to a future meeting to explain and justify their relevance to this Parish; BL to send invitation.

**ACTION: FC/57/17 - BL**

- d. **Community Skips** – Having read the comprehensive analysis of cost comparisons in the Clerks report, BD accepted that the status quo of six mini-skips per annum should be maintained. In response to the offer of increasing this to eleven skips per year, BD confirmed that the current service level should be continued pending any significant change in Wedhampton requirements.

## 8. Lead Councillor, Working Groups, Clerk & other written Reports

- a. **Clerks Report** - DM thanked BL for his comprehensive report, the following items were discussed further:
- i. **Roads on Pond Green** – DM commented that roads on Pond Green towards the Church are partly a Highways responsibility, but to a large extent un-adopted. Enquiries via the UPC solicitor suggest that adoption of the currently un-adopted sections by WC is unlikely and that financial liability of adjoining

properties for any maintenance / re-alignment of the un-adopted sections would be legally difficult to enforce. The primary reason for making these enquiries is to resolve the problem of water pooling in the track across the Green to No 1 Manor Farmyard. DM suggested that UPC has two options, to carry out works to correct the specific problem on the track only or to write to adjoining householders to see whether they would be prepared to contribute to more extensive works covering the un-adopted sections of road. Discussion concluded that BL should initially obtain a quote from Bodman's in respect of Option 1 to install a drainage grid where the track joins the main carriageway flowing into the pond and to regrade / resurface the track to the Pond Green boundary (up to the Duck House wall).

**ACTION: FC/58/17 – BL**

- ii. **Scout Hut ownership** – RH believed that minutes of Village Hall meetings indicated that the Scout Hut was owned by the Scouts and had originally been subject of a Village Hall ground lease on the basis of a peppercorn rent of £1 per annum. He agreed to forward a copy of the minutes to BD.
- iii. **Councillor Vacancy** – BL confirmed that he should know by later this week whether sufficient electors have written to the Returning Officer requesting an election. If not then UPC will be authorised to co-opt a member as soon as possible. DM made the following proposal:

Proposal	Proposer	Seconder	Decision
That the unsuccessful candidate who received the highest number of votes in the May election, and as such a level of endorsement by the public, should be offered co-option by BL if this is authorised by WC Returning Officer.	DM	GC	Unanimously agreed

**b. Councillor Reports**

- i. Art in the Garden - noted
- ii. Defibrillators - noted
- iii. Farmers Field Funding Proposal – discussed under agenda item 7bi

**9. UPC Standing Orders** – DM thanked BL for his diligent work to update Standing Orders to take account of a significant number of changes reflecting the removal of committees / sub-committees in 2013; removal of the email decision process; removal of reference to Chair of Planning; inclusion of references to other UPC policies instead of repeating text in Standing Orders etc.

Proposal	Proposer	Seconder	Decision
To agree all the proposed changes.	DM	LC	Unanimously agreed

**10. UPC Planning Policy & Procedures**

Proposal	Proposer	Seconder	Decision
To agree to all the proposed changes	DM	GD	Unanimously agreed

**11. UPC Financial Assistance Policy** – BD explained the purpose of the proposed change from awarding Community Grants which will facilitate application and award at any time of the year utilising the UPC project process / budget overseen by a councillor sponsor and be seen to be of benefit to the wider community rather just the applicants organisation. GD pointed out that the 2<sup>nd</sup> bullet under 'Timing' should be removed from the Policy as this referred to an internal UPC decision.

Proposal	Proposer	Seconder	Decision
To agree this Policy subject to the removal of the 2 <sup>nd</sup> bullet under 'Timing'.	GD	RH	Unanimously agreed

Having agreed the revised Policy, DM referred to a request that had been received from the Community Shop seeking assistance towards the purchase and installation of a new air conditioning / heating system at a cost

of around £3,000. Further enquiries via PW have established that the Devizes Area Board will consider a grant of 50% of the cost if this can be matched by others. DM proposed that UPC could offer 25% and the Shop contribute the other 25%. BL was asked to respond to the shop outlining this potential funding mechanism and seek their views.

**ACTION: FC/59/17 – BL**

(Post Meeting Note: Email sent to David Myers on 13/7/17 – he responded the same day that the Shop would be interested in pursuing this potential funding mechanism.)

**12. Reducing Speed Limits (60mph) on B3098 east of Urchfont and Crooks Lane – PW** summarised the metro-count average speed readings that had recently been recorded in the 60mph zone on the B3098 to the eastern side of the Village as follows:

Site A – traffic sign east of Rookery View

Average Speed recorded 41mph eastbound and 40mph westbound

Average daily number of vehicles = 3833

Site B – adjacent to the layby on the southern side

Average Speed recorded 43mph eastbound and 42mph westbound

Average daily vehicles = 3642

PW suggested that there is still a need to explore further options with the objective of trying to get speed zones changed including the move of visual signs (e.g. gateway signs) to highlight the Village environment to drivers earlier, he will speak with WC Officers further on this. BL suggested that 'Pedestrians Crossing' signs might be an added measure. PW suggested that a further option might be to try and modify Farmers Field access points to comply with public open spaces criteria which is a justification for reducing speed limits in addition to house numbers on sections of road.

**13. Grass Verges – Wedhampton – BD** reported that concern had been expressed by residents that Wedhampton is the poor relation in the Parish when it comes to maintenance of verges which are not privately owned. BL prompted the Parish Steward to visit and see what could be done to improve this situation, but it became evident that he was not previously aware that this was part of his patch. Some work on the left hand verge of the Cartway was nevertheless undertaken. PW advised that the Parish Steward will look to the Parish Council to indicate priorities for work tasks; BL commented that he has indicated priorities in relation to, for example, ensuring all gullies / drains are not blocked to prevent flooding, cutting back overhanging branches obstructing traffic signs and weed / leaves clearance on pathways. The Parish Steward only visits the Parish one day per month and as such has limitations on what he can achieve. It would be useful if we could have an indication of what verges in Wedhampton are owned or adopted for maintenance purposes by WC, PW agreed to check this if BL emails him in this respect. Once this data is established, UPC may have to consider whether its maintenance contract is extended to include some non-privately owned verges in Wedhampton if they are not covered by WC.

**ACTION: FC/60/17 – BL**

(Post Meeting Note: Email sent to PW on 14/7/17)

**14. Urchfont Best – DM** confirmed that Urchfont had achieved 2<sup>nd</sup> place in the Kennet section of this competition, we await feedback on the actual result. However, Urchfont is the winner of the 'Best Newcomer' category for which there is a prize of £150. Congratulations go to all who played a part in this competition, in particular John Chapman for his leading role, which has demonstrated community spirit and brought wider improvement benefits to the Village environment. He also stated that the Village had been awarded 10 bags of Hills compost for being one of the early entrants to the competition, these have been distributed to Sue Smith who looks after the Triangle (4 bags), Village Hall (4 bags) and WI for their planters (2 bags).

**15. Public Right Of Way (PROW) –** BD had provided a Definitive Map Modification Order (DMMO) Flowchart, this was distributed with the agenda. However one of his notes on the flowchart is misleading because he believed the purpose of the submission to the WC Planning Committee was to ratify the PROW Order and seek a modification of the indicated end point of the PROW which is currently wrong. However, having spoken to Richard Broadhead (WC), BD now understands that the objective is to simply ratify the PROW Order unchanged so that it can be sent to the Secretary of State for approval or otherwise of a DMMO. This process may involve publication of the intended or made DMMO in a national newspaper seeking objections / further evidence and may determine that a public enquiry is warranted. BD expressed the view that basically 2 years have passed and through WC delays we have not moved very far in reaching a definitive solution. PW commented that the process has started and will continue whatever happens, some take years to be finalised.

RH commented that he had initially put forward a sketched idea for the PROW route which would benefit the School, as would other solutions, but this was rejected. The School appears to always take a negative approach without providing explanations as to what their issues really are. DM was of the opinion that there are polarized views apparently without any room for compromise, this is why UPC need to have an urgent meeting with the School. BD emphasized the need for all parties to try to agree solutions to perceived issues before the DMMO is made. GC stated that the School Head and Governors want to have a meeting with UPC before the end of this term (24<sup>th</sup> July), BD commented that an agenda and details of intended attendees are required before agreeing to meet. It was agreed that GC should facilitate this information and suggest dates. BD to lead for UPC with DM and GD in attendance.

**ACTION: FC/61/17 - GC**

#### Chairman Closed Meeting for Public Participation

Malcolm Smith confirmed that he was one of the original residents who had spent a considerable amount of time and effort gathering and providing evidence to the WC Case Officer (Barbara Burke). He made additional comments as follows:

- He had submitted a formal complaint to WC about the time taken to finalise this matter and the lack of update information being provided, including details of the forthcoming WC Planning Committee meeting. PW confirmed that it is on 7<sup>th</sup> September in the Corn Exchange, Devizes. BD confirmed that UPC cannot decide who will attend from the Council until a copy of the PROW submission is published, but he saw no reason why Malcolm Smith can't attend. It was also stated that three members of the public are entitled to speak at this meeting in addition to UPC.
- It is very frustrating that nobody appears to be taking notice of the residents' concerns and views on this matter.
- He is not convinced that the Governors of the School understand or even want to understand the residents' position
- A large number of residents are extremely frustrated over this issue and may consider taking unilateral action soon. He personally is intent on some form of confrontational action before the end of the year. PW pointed out that as the DMMO has not yet been made, then any use or misuse of the perceived PROW would be a criminal offence.

#### The Chairman re-opened the Council Meeting

DM stated that the Council cannot condone any direct / confrontational action on the part of a resident(s).

#### **16. Update on Current Parish Issues not covered by above agenda items**

- a. Trees / Shrubs overhanging highways –** BL confirmed that he had still not received any further communication from the owners / agent of the overgrown land in Friars Lane opposite 'Sawmills', but that some minor cutting back of shrubs had taken place; the overhanging trees remain. He thanked PW for information that planning permission is not required to cut back trees / shrubs (within limits) overhanging a public highway even in a conservation area, this information will be

generally useful. DM commented that there are still a number of overhanging tree / shrubs elsewhere in the Parish which need to be addressed by the property owners; notices have been regularly posted in Redhorn News in this respect. BD suggested that maybe UPC should consider facilitating a tree lopping service in the Community to help property owners; owners could contribute to the cost.

Chairman closed the meeting for public participation

SJ suggested that Will Corke may be able to provide such a service if warranted.

Chairman re-opened the Council meeting

- b. Website – options for the future** – DM confirmed that the existing website was launched in 2012, had worked very well in all respects but was now ready for a refresh. It is proposed that he and BL visit the eMango host in the near future to discuss what they can offer before considering other options. DM would welcome councillor views on other social media and the likely benefits / pitfalls for UPC.

**ACTION: FC/62/17 - ALL**

- c. Lydeaway Junction incident** – PW advised that WC will not be considering or making any changes to this junction following this incident; it is considered that driver error was the cause not the junction itself.

**17. External Meetings** – None reported

**18. Councillors’ Reports and Items for Future Agenda** – None reported

**19. August 2017 Meeting**

Proposal	Proposer	Seconder	Decision
That the Full FC meeting on 9 <sup>th</sup> August be cancelled, but that a Planning meeting may still be necessary	DM	GD	Unanimously agreed

**Date of Next Full Council Meeting: Wednesday 13<sup>th</sup> September 2017 (see Item 16 above) in Urchfont Village Hall Conference Room commencing at 7.00pm**

Meeting Closed at 9.40pm

Draft minutes prepared by the Clerk to the Council 14<sup>th</sup> July 2017

## APPENDIX TO JULY UPC AGENDA

### A. CLERKS REPORT – JULY 2017

1. **MEETING WITH UPC SOLICITOR** – I had a very useful and relatively lengthy meeting with Alastair Everett on 16<sup>th</sup> June 2017 to discuss the following issues:
  - a. **Ownership and maintenance liability for Pond Green Roads** – with the UPC objective of trying to improve the road surface and gradient of the road towards the Church and the driveway by the Duck House to overcome current pooling of water, we had already established that WC are only responsible for a narrow strip of the current road surface and perceived that adjoining properties may have responsibilities for what are considered un-adopted sections of tarmac. Land Registry records do not show the fact that in legal terms properties are normally deemed to own the subsurface out to the middle of an adjoining road, any liability for maintenance may not be recorded as such. Alastair is now trying to establish whether UPC would have any legal backing to try and get householders to contribute to roadworks on this part of Pond Green. If not then UPC would have to rely on the goodwill of those householders or basically contribute a significant amount to the project itself in collaboration with WC. We have already established that the Church has no such liability to contribute.
  - b. **Preparation of a legal draft lease for the Tennis Club** – the Tennis Club currently pays an annual rent to UPC for use of the tennis courts within the Recreation Ground. Attempts some 10 years ago to agree a formal lease document failed. Now that UPC owns the western end of the Playing Field (Recreation Ground) it is deemed necessary to put in place a formal lease arrangement as soon as possible. As the basis for early negotiation with the Tennis Court Association, I have, therefore, asked Alastair to prepare a relatively simple draft lease based on a list of criteria / UPC CAT Agreement.
  - c. **Pursuing CAT of eastern end of playing field** – recognising the fact that WC has previously stated that they would not be pursuing such a transfer for various reasons / perceived objections and the time it would take to construct a case to be submitted to the Secretary of State, Alastair and I had what amounted to a brain storming session on what might be the best legal and common sense way to approach and pursue re-submission of the proposal to transfer this land to UPC to safeguard it for community used in perpetuity. We are now researching a number of ideas and will report further in due course.
  - d. **Identifying ownership of overgrown land opposite Sawmills in Friars Lane** – Alastair facilitated provision of appropriate Land Registry records – see item 6 below.
  - e. **Gain Land Registry documents relating to the Lamb Inn** – Alastair facilitated provision of appropriate Land Registry records – see Item 3 below.
  - f. **Ownership of Urchfont Scout Hut** – see Item 2e below
2. **UPDATE ON ACTIONS FROM FC MEETING ON 14<sup>th</sup> JUNE 2017**
  - a. **SALARY / FEE Increase Authorisation Letters for Clerk and Planning Administrator** (Action: FC/42/17) – letters prepared and signed by the Chairman
  - b. **TREE SURVEY QUOTE ACCEPTANCE** (Action: FC43/17) – Order placed on 15<sup>th</sup> June 2017, survey work commenced on 4<sup>th</sup> July 2017.
  - c. **EMAIL DECISION PROCESS** (Action: FC/47/17) – deleted from proposed new version of Standing Orders to be considered at July meeting.
  - d. **COMMUNITY SKIPS IN WEDHAMPTON** – UPC currently supply six mini-skips to Wedhampton, one every other month commencing in February each year. In addition UPC supply eleven mini-skips to two locations in Urchfont (Playing Field and The Croft) for eleven months commencing February each year. Overall this totals 28 skips at a very competitive price of £45 per skip (delivered and collected and no VAT) = £1,260. As requested at the June meeting I have made enquiries from other suppliers about supply of larger skips to accommodate more perceived community waste and overflowing mini-skips. Compared to the current cost of £45 per skip from our current supplier, other suppliers I contacted based on a one off supply have quoted from £115 - £160 + VAT per skip for a similar sized 2 cubic yard mini-skip, £140 – £196 +VAT per skip for a 3 cubic yard size skip and £160 - £238 per skip for a 4 cubic yard sized skip. Even with discounts for an annual supply of 28 skips, I suggest that this nevertheless clearly demonstrates that UPC currently gets a very advantageous deal and to change supplier would increase

costs significantly. An alternative option would be to increase the number of mini-skips supplied to Wedhampton to eleven as for Urchfont (one per month over eleven instead of six months commencing in February each year) at an additional cost of only £225.

- e. **SCOUT HUT OWNERSHIP** (Action: FC/53/17) – enquiries through the UPC Solicitor could not establish ownership or details of a formal lease from the Village Hall.
- f. **FARMERS FIELD REPORT** (Action: FC/54/17) – email sent to Martijn Antheunisse on 22<sup>nd</sup> June 2017 seeking an update on Report finalisation – Martijn has promised to give me an update on this report before the July meeting.
- g. **COMMUNITY GRANT – URCHFONT PRE-SCHOOL** (Action: FC/33/17) - As instructed, Urchfont Pre-School submitted an invoice from GoACTIVE for £1,170 + £234 VAT = £1,404 on 20<sup>th</sup> June 2017. As a result I have now paid the promised Community Grant of £800 into the Pre-School bank account.

**3. NOMINATION OF LAMB INN AS A COMMUNITY ASSET** – a completed nomination form regarding the Lamb Inn, and Community Shop / PO activities within its property boundary, was submitted to WC on 27<sup>th</sup> June 2017. WC have subsequently notified the owners (Wadworth's) and, subject to the content of any response / additional information from the owners prior to 25<sup>th</sup> July, WC will decide whether to add The Lamb to the list of Assets of Community Value by 22<sup>nd</sup> August 2017.

**4. BANK SIGNATORIES** – I am processing an updated mandate with Lloyds Bank removing Simon Holt and Andy Stephens from the list of UPC signatories and setting up Royston Thomas and Graham Day as new signatories. This will facilitate 4 current signatories in total, including Dave Mottram and Nicky Mitchell.

**5. AUDIT OF 2016/17 ACCOUNTS** – All documents for external audit were submitted to and acknowledged by Grant Thornton UK LLP 14<sup>th</sup> June 2017. Hopefully we will get their report prior to the September meeting. The 30 working day period for 'Elector's Rights' to examine / comment on these accounts commenced on 19<sup>th</sup> June and ends on 28<sup>th</sup> July as posted on the website. To date I have not received any requests to undertake such an examination.

**6. OVERHANGING TREES IN FRIARS LANE** – Residents in Friars Lane were advised by WC Refuse Operatives that overhanging trees would prevent them from accessing and collecting refuse and re-cycling bins directly from a number of properties. The main problem appears to relate to the untended and overgrown land opposite Sawmills which has remained unoccupied since 2008. I have managed to establish the identity of the owners and their agent, the latter has now advised that overgrown shrubbery will be removed 'immediately' and tree specialists will be employed to remove / trim trees when appropriate approvals have been gained from WC. The agent has suggested that some of the overhanging trees are not part of the owner's parcel of land, I have asked him to identify these but suspect that they could be in a perceived adjoining 'no man's land' strip.

**7. POTHOLES ON ROAD TO REDHORN HILL** – I have reported the large number of deep and deteriorating potholes on this road (with photographs) to WC using the Wiltshire App. Whilst this is not a main road, it is nevertheless used by many vehicles travelling to the ridge for dog / pedestrian walks and the Gun Club.

**8. WATER LEAK ON POND GREEN** – a mystery water leak alongside the track to No 1 Manor Farmyard was reported to me on 3<sup>rd</sup> July. I in turn reported this to Wessex Water who attended on the same day and have scheduled works to be completed by 10<sup>th</sup> July. As there are no water supply points on Pond Green, the leaking pipes must feed one or more surrounding properties.

**9. COUNCILLOR VACANCY** – the deadline for 10 or more electors to write to the Returning Officer requesting an election to fill the current vacancy following the resignation of John Chapman is 13<sup>th</sup> July. If less than 10 write in, then the Council will be authorised to co-opt a member. In this respect I have asked for expressions of interest in the July edition of Redhorn News, to date I have received one from an unsuccessful candidate in the May 2017 elections.

Bob Lunn  
6<sup>th</sup> July 2017



**B. ART IN THE GARDEN** - With regard to Art in the Garden, due to take place at Urchfont Manor next year, I have made contact with Lesley Andrews and am due to meet with her at the Manor on Tuesday July 18 at 2pm. I will report on our meeting at a subsequent parish council meeting.

Cllr Lewis Cowen  
29<sup>th</sup> June 2017

**C. DEFIBRILLATORS** – The Defibrillator Group has received a £500 grant from the Scarecrow Committee which will be held by the Parish Trust. I have written a thank you letter to the Scarecrow Committee.

Cllr Nicky Mitchell  
2<sup>nd</sup> July 2017

**D. FARMERS FIELD FUNDING PROPOSAL** - Report submitted on behalf of the Friends of Farmers Field.

At the UPC meeting on the 19<sup>th</sup> October 2016, Mr Phil Milanes, the co-ordinator of the Friends of Farmers Field, asked the council to fund a proposed project to level the ground around the scape at the eastern end of Farmers Field using a JCB at a cost of £360 + VAT. This area is particularly rough and makes it virtually impossible to use their grass cutting equipment.

The matter was not concluded at that time and an action was raised to enquire with Mr Martijan Antheunisse of Wiltshire Wildlife to seek clarification if this project fitted in with the Farmers Field Management Plan that he was preparing and if funding for the levelling project could be drawn from monies allocated for the production of that plan. It was confirmed that the proposal by Mr Milanes would be beneficial to the area but would need to be funded independently. To date authority for the levelling project has not been confirmed.

Mr Milanes has contacted me again with an alternative project proposal at a reduced cost. He wishes to level the ground using topsoil raked over the problem area. He has had a quote from Mr Martin Bodman for the delivery of 4 x Manitou bucket loads (approx., 2 to 3 tons of soil per bucket) at a cost of £50 per bucket i.e. £200. (Delivery charge included). The use of the Manitou allows the soil to be delivered over the hedge near to the spot required without entering Farmers Field with any machines.

Currently, UPC allocates an annual budget of £100 to FF to cover machine servicing, miscellaneous expenditures etc.

Most of the tools used by Friends of FF are their own. To carryout the work proposed in the FF Management Plan, Mr Milanes suggests that the Friends of FF will need to hire additional tools, i.e. brush cutters, chain saws etc.

Proposals;

- 1) I ask councillors to support the ground levelling project and the allocation of £200 as requested.
- 2) The annual £100 budget allocation, be increased to £300 per annum to cover on going machine servicing, additional tool hire and miscellaneous expenditures.

Cllr Trevor Hill

2<sup>nd</sup> July 2017.