

# Didmarton Parish Council

Parish Clerk & RFO – Mr. Simon Hale  
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## ~~Draft~~ Minutes of Didmarton Parish Council Meeting

7.30pm, Tuesday 10<sup>th</sup> October 2023 at Didmarton Village Hall.

### Minutes

Meeting Commenced at; 7.35 pm.

Present; Cllr. Pearce, Cllr. Hewlett, Cllr. Darbyshire, Cllr. Hammond, Cllr. Rogers,  
Cllr. Turner, Cllr. White. District Councillor Tony Slater.

Parish Clerk. Mr S. Hale.

The Chair opened the meeting and welcomed the new clerk. He also expressed his thanks to Cllr. Hamish White for all the work he has undertaken since the last meeting in July.

- 23.290** No apologies for absence.
- 23.291** No declarations of interest under the Localism Act 2011.
- 23.292** Minutes of the meeting held on 25<sup>th</sup> July 2023 were approved.
- 23.293** No report received from Glos' County Councillor. S. Hirst - not present.
- 23.294** Report received by email from Cotswold District Councillor, T. Slater.  
CDC finances are OK but action needs to be taken to address potential future shortfalls in funding. Some services may change, reduce or disappear. District Tourist Information Offices have gone at a saving of around £54k, although Tetbury Town Council will take on responsibility for their local office. Public toilets are being reviewed with possible charges for those remaining. CDC call centre has changed to operating hours between 9am and 2pm.
- 23.295** The future of Tolsey Surgery, Sherston.  
A lengthy discussion took place and it was resolved to pass the following motion, as requested by Sherston Parish Council, to help support the campaign to keep Tolsey Surgery.  
*"This council deplores the proposal from the BANES, Swindon and Wiltshire Integrated Care Board (ICB) to merge the Tolsey GP Surgery in Sherston with the Malmesbury Primary Care Centre. This can only make it much more difficult for patients to access good quality primary healthcare due to the longer journeys involved to the other side of Malmesbury. This will particularly impact the elderly*

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*and vulnerable who may not own a car or be fit enough to drive one. The pressure on parking in Malmesbury will be extreme, given the lack of parking already and given that local transport links are inadequate to non-existent.*

*This council is surprised that the ICB admit that with the extra patients from Sherston and the expected increase in population in Malmesbury, the Primary Care Centre will have to be extended to cope. The available land is the current car-park; the council believes this makes no sense financially or logistically, when the ICB could use a new facility in Sherston village.*

*This council also notes that shutting the Tolsey Surgery and not agreeing to a new facility in Sherston, would be completely contrary to the ICBs own strategy of bringing joined up care 'closer to home'.*

*The council agrees that the clerk to the council will inform the CEO of the ICB, the other board members of the ICB and Cllr Richard Clewer (Leader of Wiltshire Council and Chair of the Integrated Care Partnership) of the council's resolution."*

Further to requests for support from Sherston Parish Council, the council also resolved that a page should be created on the Parish Council Website, informing parishioners that they consider taking the following actions if they support retaining a surgery at Sherston.

- Sign the petition at the King's Arms at Didmarton, or download the petition and send completed copies to Cllr. Martin Fausing-Smith, Haefen, 3, Sandpits Lane, Sherston. SN16 0NN. Closing date for this petition is 31<sup>st</sup> October.
- Use the Tolsey Surgery Pharmacy dispensing service as this determines a significant part of the surgery income stream.
- Register with Friends of The Tolsey Surgery.
- Email our Member of Parliament, Geoffrey Clifton-Brown. [cliftonbrowng@parliament.uk](mailto:cliftonbrowng@parliament.uk) – ensure you give your full name and postal address in the email to show that you are a constituent otherwise your email may be ignored.
- Email Tolsey Surgery Practice Manager, Sadia Chant, expressing your support for the surgery to remain - [sadia.chant@nhs.net](mailto:sadia.chant@nhs.net)
- Email Cllr. Richard Clewer who is the Leader of Wiltshire Council and Chair of the Integrated Care Partnership - [richard.clewer@wiltshire.gov.uk](mailto:richard.clewer@wiltshire.gov.uk)
- Email the Integrated Care Board, stating the email is for the personal attention of the ICB, CEO, Sue Harriman - [bswicb.post@nhs.net](mailto:bswicb.post@nhs.net)



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## 23.290 Parish Council website

Council resolved to switch the Parish Council website to HugoFox at a cost of £101.90 + VAT (Total £122.28) for the first year. This will give a facility completely under Parish Council control, and will have an integrated NEWS broadcast facility for parishioners to sign up to.

Clerk authorised overtime to build and publish the website as soon as possible.

Councillors to provide some local photographs with which to populate the website.

## 23.291 Finance

23.291.1 Online banking arrangements. Cllr White to be added as a Full Power Signatory and the Clerk to be added with delegate access.

23.291.2 Council resolved to adopt the Internal Controls process as proposed by the Clerk. The clerk will upload details to the Policies and Procedures page of the Parish Council website.

23.291.3 Council to note that payments to Hathaway GardenScapes are believed to be outstanding. Clerk will rectify once access to online banking has been obtained. Clerk to contact them.

23.291.4 Minute 23/286 from previous meeting – mowing churchyard at parish council expense.

The Clerk explained that although the legal position is a very grey area, the advice from the National Association of Local Councils (NALC) is that providing financial support to the church may be unlawful. A discussion took place about to what extent the council was supporting the church in the costs of ground maintenance. An amendment to the Localism Act is going through Parliament which is hoped to provide legal clarity in the near future regarding providing financial assistance to the church.

Clerk to research what proportion of the village maintenance contract is related to maintaining church land, and this is to be an agenda item for further consideration at the next meeting.

23.291.5 Council resolved to ratify the appointment of the new Clerk under the agreed terms and conditions.

23.291.6 Council resolved to appoint PATA Payroll Services to administer the Clerk's salary arrangements. Costs will be approximately £19.65 per quarter as the Clerk has elected to be paid quarterly.

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The Chair asked the Clerk to confirm that the council insurance policy Employers Liability Cover, now that the Clerk's position is that of an employee. Clerk to research and update councillors.

- 23.291.7 Council noted that the clerk has decided not to undertake a pension at this stage.
- 23.291.8 Council resolved to make additional payment of £30 for Clerk's membership to Society of Local Council Clerks in preparation for commencing the CiLCA qualification next year.
- 23.291.9 Council resolved to approve the purchase of the latest Industry Standard reference book, Arnold-Baker, On Local Council Administration. SLCC Membership price £137.00, (non-member price - £163.00). The reference book will remain the property of the Council.

## **23.292 Planning matters since the last meeting were noted as follows**

23.292.1 Reference 23/02951/TCONR - **Expiry date – 4<sup>th</sup> October**  
Stable Cottage. T1 - Hornbeam. Reduce by 1-1.5m in height and spread as causing excessive shading in garden. G1 - Ornamental Pear (x4). Reduce by 2m in height and 0.5m spread. G2 - Silver Birch (x2). Reduce by 2m in height and lateral spread. Thin canopy by 15% to allow more light into garden.

## **23.293 Missing football nets.**

A discussion took place about the provision of junior sized football nets for local footballers to make use of and enjoy. Cllr. Darbyshire will research options and costs and bring details to the next meeting consideration.

Cllr. Darbyshire left the meeting at this point.

## **23.294 D-Day Commemorations.**

Cllr. White is keen that the parish has opportunity to participate in next June's 80th commemoration of the D-Day Invasion. Cllr. White will research and bring some proposals for consideration at the next meeting.

## **23.295 Defibrillator pad replacement and checks.**

Council agreed that the village defibrillator is an essential resource. Its condition and maintenance should be regularly monitored and the National Defibrillator Network (The Circuit) be regularly updated so they know that they 999 callers can be directed to a fully functioning defibrillator.



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Cllr. White and Cllr. Rogers agrees to be the 'Defibrillator Guardians'. They will undertake a monthly check of the device, update the Clerk as to its status and the Clerk will update "The Circuit".

The pads expiry date is to be checked as soon as possible and if the pads are out of date, council resolved to purchase 2 sets of replacement pads. 1 set of pads will be purchased if the pads are well in date.

The Clerk obtained prices as follows and the council resolved to purchase as necessary from the British Heart Foundation.

New pads costs for a Cardiac Science Powerheart G5 are as follows,

- **British Heart Foundation - £58.33 + £11.67 VAT = £70.00**
- St. John's Ambulance - £73.00 + £14.60 VAT = £87.60
- Defib Warehouse - £61.00 + £12.20 VAT = £73.20

Clerk to create a 'How to use the Defibrillator page' on the new website.

## **23.296 Correspondence received.**

### **23.296.1**

Notification has been received from the Badminton Estate that a planning application was submitted last Friday afternoon by Active Learning Group (Bushcraft) which provides outdoor education for children aged between 7 and 18 years.

Bushcraft operates camps and activities to encourage children to enjoy the outdoors and learn new skills, promoting a back-to-nature educational experience. For details, please visit their website: [Outdoor Adventure School Trips | The Bushcraft Company](#)

The camps will provide outdoor education and recreation for children from schools both within the Gloucestershire area as well as further afield. The camps are 2 to 5 days in duration, during weekdays, and are pre-booked in advance.

The proposal is for up to 8 camps, i.e. up to 8 groups of tents. There will be 8 camps with an average of 40 children per camp operating within Hinnegar Woods (Hawkesbury Parish, South Gloucestershire) for 112 days per calendar year, between 2nd May and 25th July and 1st September and 5th October. The age range for the Badminton Camps will be 7–14-year-olds.

There will not be any permanent structures in the woods. There will be moveable structures, e.g. timber clad cabins (for office/storage) and yurt tents.

Children will arrive by 60 seat coaches accessed via the A433/Ragged Castle junction so there will not be lots of parents dropping off children in cars.

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Bushcraft have operated in Hinnegar Woods in the past but as they now wish to operate for more than 60 days a year, they are applying for this planning consent. Spaces are already on sale for next year's camps so if planning does not go through, they will still operate but keeping within the 60 days.

## **23.296.2**

Correspondence was received regarding planning applications, 21/02706/FUL & 21/02707/LBC. Cllr. Hammond will respond to the correspondent. No further action by the council

## **23.296.3**

Council's response procedures to planning applications was discussed and shall be an agenda item for the next meeting for consideration of a resolution to agree a process.

## **23.297 Next meeting.**

7.30 - Tuesday 12<sup>th</sup> December.

Meeting concluded at 9.25 pm

Simon Hale

Clerk To Didmarton Parish Council.