

**Draft of the minutes of Grafton Parish Meeting held through Zoom platform at East Grafton
on Monday 13 July 2020 at 19:15 hour**

Item	Topic and Actions
	<p>Attendees: Mr David Lemon (Chair), Mrs Annie Whitcher (Vice Chair), Mrs Ann Dudney, Mr Mike Hyslop, Mr Crispin Herrod-Taylor, Mr Kevin Burke, Miss Maria Vonsova (Clerk). Members of the Public: Mrs Lorraine Trainer, Mr Christopher Herling.</p>
1	<p>Apologies for absence: Mr Mike Hatherell,</p>
2	<p>Matters arising from Minutes of Parish Council Meeting held on 11 May 2020: None. Proposed by Mr Hosier, seconded by Mrs Whitcher and signed by Mr Lemon.</p>
3	<p>Public Forum under adjournment: None.</p>
4	<p>Planning:</p> <p>1. Application Reference for Full Planning: 20/04466/FUL, Deadline 16 July 2020. Proposal: Replacement garage. At: 2 Green Close, East Grafton, SN8 3DE. Decision of Grafton Parish Council:</p> <p>2. Application Reference for Full Planning: 20/04467/FUL, Deadline 17 July 2020. Proposal: Replacement Garage. At: 1 Green Close, East Grafton, SN8 3DE. Decision of Grafton Parish committee:</p> <p>3. Application Reference for Full Planning: 20/04486/FUL, Deadline 30 July 2020. Proposal: Conversion of existing stable barn and garage block to holiday let accommodation. At: Manor Farm, Grafton Road, Wilton, Marlborough, SN8 3SP. Decision of Grafton Parish committee: Action: Parish clerk to respond supporting all these applications to the Wiltshire council.</p>
5	<p>Financial Review: Mrs Dudney presented financial accounts for the year ended 06 July 2020. The present financial accounts also include food bank expenditure. Mrs Dudney stated for the current budget to be healthy. Actions: Review at next meeting.</p>
6	<p>Parish Updates:</p> <p>Coronation Hall: Mrs Whitcher informed the meeting that the Hall will reopen at the beginning of September for regular classes. Whilst closed during 'lockdown' we have been able to get up to date on maintenance issues. Mrs Whitcher stated procedures for opening the hall:</p> <ul style="list-style-type: none"> • Hires will be responsible for wiping down the handles of the doors with antibacterial/antiviral wipes before and after use. • The hires of the hall have the responsibility for ensuring that people keep a required distance. • Open bins and bins with pedals to limit touching while disposing of wipes need to be purchased. • System of IN and OUT to be established. • Sanitary station to be set outside of the hall and in the lobby. • Thoroughly flush the water system and deep clean the hall. • A traceability book for the hires to provide their contact details • Initially the kitchen will be 'out of bounds' <p>Mrs Dudney confirmed there are no issues with insurance provided a risk assessment has been carried out. The Hall has received a Hospitality and Leisure Grant to mitigate against costs and losses arising from Covid 19. A recycling bin for clothing to support Wiltshire Air Ambulance would be placed by the hedge on the left of the hall soon. Action: Mrs Whitcher to update on the Coronation Hall next parish meeting.</p>
	<p>Parish Food Bank: Mr Burke informed the delivery of food bank is happening on Friday afternoon and is strictly confidential. Currently there is only one family in this parish using the bank. However, Mr Burke expressed his concern for the future when many jobs could be lost and the food bank therefore remains on standby to help. Mr Burke explained that the food bank had been very well supported and was a great success with many people offering a donation. He thanked Mr Bill Clemence for his support who, after reopening his pub, is still willing to provide this service to the community. Action: Mr Burke to update on the next meeting.</p>

	<p>WW1 Centenary Rowan tree planting and maintenance of War Memorial area: Mr Burke suggested that he would take a photo of a suitable site for planting and circulate this to the Councillors for their approval. Mrs Dudney reported that she had been asked to investigate removal of the weeds surrounding the war memorial. Mr Lemon agreed to provide suitable weed killer.</p> <p>Action: Mr Burke to send off the photograph of the designated place for the memorial tree.</p>
	<p>Playing fields maintenance: Mrs Dudney reported the field is being maintained well with the new contractor in place.</p> <p>Action: Update on the next meeting.</p>
	<p>SID Progress/Speed watch: Mr Herrod-Taylor supplied the data from the SID. 35,000 vehicles since April passed East Grafton from which 5,000 drove at speed 30-35. However, over 200 cars went over the speed limit. Mr Herrod-Taylor concluded that the SID is having a positive impact on limiting the speeding in East Grafton. Mr Lemon suggested moving the SID on the east side of East Grafton to the other pole on the west side of the village and this was supported by all councillors. Mr Hyslop proposed purchasing the second SID which is in the budget. The committee agreed to purchase a pole to be placed in Wilton and 3 brackets. Proposed Mrs Dudney, seconded Mr Lemon.</p> <p>Mrs Dudney reported that the Speed Watch was likely to recommence in the near future and those who were trained to use the equipment had completed risk assessment forms for the Police in readiness.</p> <p>Action: Mr Herrod-Taylor to update the committee on the progress of the SID on the next meeting.</p>
	<p>PCAP: Mr Herrod-Taylor stated the meetings were changed so there was nothing to report at this meeting.</p> <p>Action: Mr Herrod-Taylor to report on the PCAP meeting on the next meeting.</p>
	<p>Defibrillator: Mr Hosier stated the defibrillator in Wexcombe was taken out 3 times in the last month but only once was fully deployed. New pads are required after every use and these have been ordered, otherwise all the defibrillators in this parish are up to date.</p> <p>Action: Mr Hosier to update on the next meeting.</p>
	<p>Community Calendar: Mr Burke reported that the Community Calendar is on the hold due to the Covid-19. Mr Burke hopes to resume the activity when activities return to normal.</p> <p>Action: Mr Burke to report on the progress on the next meeting.</p>
	<p>Neighbourhood Planning: There was no update in Mr Hatherell.</p> <p>Action: Mr Hatherell to update the committee next parish meeting.</p>
	<p>Parish Steward: Mr Lemon was informed by the parish steward the gullies at the Dark Lane in East Grafton were cleaned and are ready to be jetted, he filled pot holes on the Wilton Road and 3 in Marten and cleaned all the signs. Mr Lemon again expressed his frustration in lack of responsibility and initiative from the parish steward as many more tasks needed to be done. Mr Lemon also stated the fact he never knows when the parish steward is attending his duties.</p> <p>Action: Mr Lemon to update the situation with the parish steward next meeting.</p>

Meeting closed at 19:50 hours with all contributors being thanked by Mr Lemon who also said that the next full meeting would be held in the Coronation Hall following the decision to open at the beginning of September.

Date of next Parish Council Meeting Monday 7 September 2020 at 19:15 hours at the Coronation Hall

Date of next Planning Meeting 10 August Monday 2020 at 13:00 hours using the Zoom platform

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