

Berwick Bassett and Winterbourne Monkton Parish Council

Minutes of the meeting of the council held on Wednesday 14<sup>th</sup> June 2023 at 7.30pm.at Winterbourne Monkton Community Hall

Present: Cllr Ben Woodward (chair),  
Cllr Colin Pattison, Cllr Philip Scott  
Mrs Janice Pattison (clerk)

1. Apologies for absence

There were no apologies for absence.

2. Declaration of Interests

There were no declarations of interest other than those on specific agenda items.

3. Co-option of Councillors

Wiltshire Council has confirmed that there has not been any request for election for any of the vacancies left by councillors. There are now 2 vacancies in Berwick Bassett and 2 in Winterbourne Monkton that may be filled by co-option  
2 residents applied for co-option to Winterbourne Monkton Parish Council. Mrs Jill Petchey and Mr Tim Swinyard were elected unanimously as councillors to Winterbourne Monkton. The 2 vacancies in Berwick Bassett remain.  
The clerk will advise the successful candidates by email and acceptance of office and declaration of interest will be witnessed at the next meeting  
In order to clarify the co-option procedure a policy document from another council was used. Councillors agreed that this document should be better tailored to this council and adopted as a policy to be added to the Standing Orders of this Council

4. Adoption of Emergency Plan

The draft emergency plan was circulated to councillors  
Cllr Woodward will be the Emergency Co-ordinator. A few amendments will be made to the plan prior to absolute adoption.  
The plan will be submitted to Wiltshire Council.  
Councillors agreed to spend £200 on a storage box with waterproof inner bag in which to store the gel sacs, torch, maps and other information for emergencies. This will be accessible to all members of the public.  
It is not possible to store gel sacs in Winterbourne Monkton Church where the previous dry hessian sacks were. The use of a dry shed is being considered if it can be left open  
The upgrading of the Berwick Bassett Hessian Sacks currently stored at Home Farm in Berwick Bassett was not considered at this time  
The Environment Agency has a flood warning system. It is not specific as it covers a long length of the River Kennet but can be useful. The details to register will be circulated to all residents who may be affected  
Councillors agreed to add a regular item to the agenda for the meetings in September to include Emergency Planning which will cover such business as Refilling Grit Bins, Ensuring gulleys and soakaways are emptied and checking the viability of the gel sacs.

5. Confirmation of items for press release

Cllr Pattison circulated a document to councillors showing the decisions made following the Annual Parish Meeting. This will be finalised and circulated door to door to all households, It was decided that no Press Release would be made

12. Date of Next Meetings

The next meeting of the council will take place on Wednesday July 5th

The meeting closed at 9.15 pm.