
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Minutes of the meeting held Wednesday 3 July 2019 at 7.30 p.m. The Community Room, Walter Powell School, Great Somerford

Present Cllr S Mansfield (Chair) Cllr D Butcher Cllr F Hyde
Cllr S Binstead Cllr H Cole Cllr M Hourigan
Cllr C Blount Cllr M Griffiths

In attendance T M Chapman (Clerk) Wilts Cllr Sturgis One member of public

Public Question Time – nothing raised.

Reports from Unitary Councillor and Council Representatives

Wiltshire Cllr Sturgis reported that Baroness Jane Scott has stood down and that her successor as leader of the (majority) Conservative party is expected to be elected as Leader of Wiltshire Council Tuesday next. He (WC Sturgis) is meeting Matt Perrott next week to get a start date for drainage works on the Startley Road. The development at Brook Farm will not attract Community Infrastructure Levy as planning permission was obtained in 2005 before the Levy was introduced. Building work will start September.

19/07/1. **Apologies for Absence** – Cllr A Gravell.

19/07/2. **Declaration(s) of Interest** – None specific to this meeting.

19/07/3. **Minutes and Matters Arising**

i The Minutes of the Parish Council held on 5 June 2019 were **approved** and **signed** by the Chair as a true record. Proposed Cllr Cole; seconded Cllr Hyde.

ii **Action Register of Matters Arising**

It was **agreed** that items shaded green had been completed, that those shaded amber were in progress, agenda-ed separately or not yet due. It was noted that the Clerk had been in contact three times with Kompan (item **19/06/5.8**) concerning a refund claim for HERAS fencing not used at the point of installation and that an offer of 50% of the amount claimed had been received based on alternate barrier fencing allegedly having provided on site at the time. This was refuted by Cllr Butcher and the Clerk was tasked to revert to Kompan and re-iterate the request for a full refund.

Action Clerk

19/07/4. **Planning Matters**

<http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>,

i **Ratification of Planning Applications considered between meetings** - none.

ii **Planning Applications for consideration**

19/05170/FUL Rose Cottage, Startley - Proposed Single Storey Rear Infill Extension and Alterations. **Supported.**



19/05265/FUL 1 Heath Lane, Startley - Single storey side extension. **Supported.**

19/05680/FUL 17 Manor Park - Side/Rear Extension. **Supported.**

19/06130/TCA Mills Farm - 6 Metre Height Reduction and 3 Metre Lateral Reduction to 2 Sycamore Trees. **No objection but due regard should be had to wildlife when scheduling the work.**

19/06142 TCA 17 Manor Park – Fell 25 leylandii. **No objection but should be done outside the bird nesting season.**

19/06259/TCA Brook Farm – Fell 5 leylandii (received after agenda issued). **No objection but should be done outside bird nesting season.**

iii **Applications Determined by Wiltshire Council since the last meeting**

19/03602/FUL 1 Manor Cottages - removal of existing rear single storey lean-to & replace with single storey rear extension. **Approved with conditions.**

19/03887/FUL Church Farmhouse - Extension and conversion of garage to form self-contained annexe. **Approved with conditions.**

19/03465/FUL 2 Riverside Park - remove and replace/enlarge rear conservatory. **Approved with conditions.**

19/07/5. **Finance**

i **Finance Report**

The Finance report was **received** and the Parish Council **ratified** and **approved** payments of £692 and noted receipts of 16p bank interest. Proposed: Cllr Binstead; seconded Cllr Griffiths.

After the report was written a late invoice was received for £310 from the National Association of Memorial Masons, which was paid at the meeting, and £240 was received from residents to reserve grave plots 48, 49, and 50 in Startley Cemetery.

It was also **agreed** that the Clerk's wages for July should be paid between meetings, there being no meeting in August.

ii **Receipts & Payments to 30 June 2019 & Bank Reconciliation**

The report shows a year to date surplus of £5,757 with £16,455 in the bank. The bank reconciliation appended to the report was checked and signed by the Chair. These figures do not include the July payment to the NAMM or the cemetery income (above).

The forecast outturn highlights an additional potential overspend on the Community Room as £164 had been charged for water rates which had not been included in the budget, there having been no comparable bill in 2018/19. This accounting year is likely to have two water rates invoices. The predicted deficit has increased to £6,296 but will reduce by the amount of any grant from Malmesbury League of Friends (see minute 19/07/6.4) and by any refund received from Kompan.

iii **Quote for works to cemetery hedges**

Cllr Hourigan has spoken to BLJ Garden Services who have the cemetery maintenance contract and reported that they have quoted £200 maximum to carry out the additional work in the Autumn. This was **approved** (solo quote as the work is seen as an add-on to the main contract). Proposed Cllr Hourigan; seconded Cllr Mansfield.

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i Play Park**Meeting with Sutton Benger Play Area Project Leader**

Cllrs Griffiths and Blount reported that Sutton Benger carried out its fundraising and grant applications through its Village Hall Association, a registered charity, for one item of equipment at a time and had a 1:10 success rate of awards to applications made. The Project Leader was heavily involved, both operationally and strategically. The installation was signed off by an independent safety inspection company.

Feedback on the call for parent volunteers

Despite the call for help going out via the Parish Information Email and the Parish Magazine only three people had responded, only one of whom was offering active (as opposed to advisory) involvement. There was more interest in the football project. It was **agreed** to make a further appeal for volunteers.

Action Cllr Mansfield (PIE) & Clerk (Signpost)

Consideration of items to acquire

This was deferred until a decision was made re the siting of the Play Area and the fundraising vehicle. It was noted that zip wires and trampolines were favoured.

Consideration of charitable status

Cllr Blount's discussion paper posed the options of setting up an independent Recreational Trust or Community Fundraising Trust to benefit from gift aided donations. It was suggested that the St Marylands Trust in the village might fulfil option 2. Cllr Blount was tasked to investigate further and report back in September.

Action Cllr Blount

Consideration of grant applications

This was deferred until the project was more evolved.

Alternative Sites for Football & Ball Games

Whilst the Diocese would be willing for the Parish Council to rent the whole of the field adjacent to the School this was more acreage than needed. The health & safety requirement in unsupervised play areas for a 30 metre exclusion zone around the base of the electricity pylon and under the high voltage overhead wires renders the preferred south side with road access unsuitable. It was suggested that an area of the Free Gardens might be used instead. It was **agreed** that the Play Ground Working Group should investigate this and revert in September with a clear proposal including site plans.

Action Play Ground Working Group

Cllr Blount would, in parallel, continue to consider any other alternatives.

Action Cllr Blount

ii War Memorial

The work to paint the chains black is under way.

iii Footpath on West Street

Application for grant funding to Integrated.transport@wiltshire.gov.uk

This was submitted 15 June and, if successful, could result in funding for 2020/21.

Verge levelling opposite Manor House - Nothing to report.

iv Defibrillator Lease Renewal versus Purchase

Initial Response from Malmesbury League of Friends (MLOF)

MLOF has indicated willingness to consider an application to purchase a defibrillator.

Purchase of a Cardiac Science Powerheart defibrillator

It was formally proposed by Cllr Griffiths that the Parish Council purchase the same model it currently has and the Council **approved** the purchase which would be actioned shortly before the expiry of the current lease. Proposed; Cllr Blount; seconded: Cllr Butcher.

Action Cllr Griffiths

Second grant application to MLOF

Cllr Griffiths was commended for driving this forward and the Parish Council noted that she had, with the agreement of the Chair, submitted an application for a £1,430 grant on 16 June (copy before the meeting). This will be considered at the July meeting of the MLOF.

7. Highway Matters incl Speed Camera

i Emerging issues

The Parish Steward has dealt with pot holes in Hollow Street (ref action **19/06/7.1**) but filling these with loose tarmac only creates a temporary fix. He has also cleared the creeping grass in Hollow Street and will be asked to do the same in other areas.

Action Cllr Mansfield

19/07/8. Governance

i Annual report on the Cemetery and review of charges

The report was noted. Cllr Hourigan advised that he now has an up to date set of forms for requesting Grants of Exclusive Rights, Reservation of Burial Plots and to register actual interments. It was **agreed** that these should be uploaded to the Parish Council website.

Action Cllr Mansfield

The Cemetery Regulations were felt to need no change.

The Schedule of Charges was noted to be less than those levied by Little Somerford and it was felt that the Startley rates should be reviewed in the Autumn when budgets are being drawn up.

Agenda October

ii Annual report on Footpaths and possible new footpath from Broadfield Farm Development to a crossing point opposite the School

Cllr Binstead presented the report and it was noted that there were some broken stiles and overgrown areas. She is speaking to the land-owners in question to resolve issues.

Cllr Blount felt that a new footpath across the Free Gardens would provide safe access for children from the new development going to school. Cllr Butcher was tasked to look at the viability of this and report back once it has been discussed at a meeting of the Free Gardens Trustees and their in-principle consent to any such footpath gained.

Action Cllr Butcher

iii Update on the village entry to the Best Kept Village competition

Cllr Cole was pleased to inform the Parish Council that Great Somerford had won its category (medium village) and he read out laudatory comments from CPRE's report. A precis of that report will be issued via the PIE and Signpost magazine.

Action Cllrs Cole & Mansfield

iv Signing of the Community Room Codicil by the Chair on 13 June

This was formally **approved** and a copy is on the website.



19/07/9. **Updates (if any) on Standing items**

- i **Cemetery** – see item 8.1
- ii **Community Room** – see item 8.4. A plumber has been called out to deal with a leaking tap. The Clerk was **authorised** to pay the invoice when it arrives.
- iii **Defibrillator** - The 11 June training session was attended by over 15 people.
- iv **Community Emergency Plan** - 5 bags of salt ordered under the PEAS scheme.
- v **Footpaths & Rights of Way** – see item 8.2
- vi **Malmesbury Area Board** - Cllr Blount will now attend the 9 July meeting.
- vii **Parish Information Newsletter** – now has 115 subscribers.
- viii **Telephone Book Exchange** – nothing to report.
- ix **Website** – WordPress based sites are deemed to meet the incoming Accessibility Requirements. Cllr Mansfield will carry out tests over the summer and report back if there are any issues.

Action Cllr Mansfield

19/07/10. **Correspondence between meetings**

The email from Involve Swindon seeking volunteering opportunities in the locality for companies doing their "community engagement day release" was considered but no projects were put forward.

19/07/11. **Councillors' Observations and Items for Next Agenda** – None.

19/07/12. **Dates for Future Meetings**

The next meetings of the Parish Council will be held at 7.30 p.m. on Wednesday

4 September 2 October 6 November 8 January 5 February

The meeting closed at 9.18pm.

Approved S. Mansfield Chair Date 4/8/19