

GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Minutes of the meeting held Wednesday 2 October 2019 at 7.30 p.m. The Community Room, Walter Powell School, Great Somerford

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

In attendance T M Chapman (Clerk) Wilts Cllr Sturgis No members of public

Presentation

Cllr Butcher made a presentation to Mrs Scott to mark her retirement as Community Room caretaker with a small gift to which Parish Councillors past and present had contributed.

Public Question Time

Wiltshire Cllr Sturgis was asked if jet washers could be used to unblock the pipes in Frog Lane as the road flooded this week.

Reports from Unitary Councillor and Council Representatives

Wiltshire Cllr Sturgis clarified that the planning appeal (**18/03524/FUL**) would only consider what takes place on the land beyond the paddocks and nothing about the paddock where planning permission is already in place.

19/10/1. **Apologies for Absence** – Cllr A Gravell.

19/10/2. **Declaration(s) of Interest** – none.

19/10/3. **Minutes and Matters Arising**

- i The Minutes of the Parish Council held on 4 September 2019 were **approved** and **signed** by the Chair as a true record. Proposed Cllr Butcher; seconded Cllr Hourigan.

- 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. All actions connected with the change of caretaking services had been completed and the Community Room advert will be amended to include email contact details as well as phone number. Action **19/09/9.10** WCAG 2.1 the Website is compliant as the pictures are for aesthetic benefit only.

19/10/4. **Planning Matters**
<http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

- i **Planning Applications for consideration**

18/03524/FUL Land at Heath Lane Startley – Appeal against planning refusal for change of use to private gypsy and traveller caravan site.

The Parish Council had been made aware of the documentation of Wiltshire Council's website regarding this matter, namely the Appeal form, Appeal Case, Appeal Landscape Statement of Evidence and the Appeal Questionnaire. The appeal is now open until 15 November. Several Startley residents had delivered a letter to the Parish Clerk which expressed great concern about the perceived inability of the current residents to integrate with the village, the alleged illegal manufacture on site of twin unit park homes and the disruption caused to local residents and traffic by moving them to a pick up point south of the M4. They hoped the Parish Council would bear these points in mind when deciding what, if any, response it would submit to the appeal before Wiltshire Council.

After discussion it was **decided** to finalise the wording of the Parish Council's response at the November meeting.

19/08271/FUL 1 Heath Lane Cottages - single storey side extension. **Support.**

19/08662/TCA 3 The Folly - Fell 1 Blue Spruce and up to 3 Metre Reduction and 2 Metre Crown Lift to Beech Tree. **No objection.**

19/08752/TCA Laburnum House – Fell 1 willow tree. **No objection.**

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

18/03524/FUL Land at Heath Lane Startley – Change of use to private gypsy and traveller caravan site. **Refused (and being appealed).**

19/04484/FUL The Manor House – Proposed annex built from existing garage and stable. **Refused.**

19/04656/FUL 1 Manor Park – Remove existing conifer hedge along West Street boundary and replace with 2m high wooden fence. **Refused.**

19/05680/FUL 17 Manor Park - Side/Rear Extension. **Approved with conditions.**

19/06280/FUL Kantara – Proposed garage & store extension to the side of property. **Approved with conditions.**

STC **19/07009/FUL** Owl Lodge – Two storey side extension & replacement conservatory. **Approved with conditions.**

19/07409/FUL Church Farm - Removal of existing conservatory, erection of sun room. **Approved with conditions.**

19/07705/TCA Sayers - Up to 3 Metre Reduction to Horse Chestnut and Walnut Trees. **No objection.**

No further applications had been determined by Wiltshire Council between the issue of this agenda and the date of the meeting.

iii **Wiltshire Housing Site Allocations Plan**

Cllr Cole had requested that the Parish Council formally consider any input to the consultation to the Further Main Modifications (FMMs) following the post public examination report by the Inspector (*comments limited to the "soundness and legal compliance of the FMMs"*); due in by 25 October. The relevant reports had been circulated to all Councillors on 13 September.

As Great Somerford is not affected it was **decided** not to respond.

19/10/5. **Finance**

i **Finance Report**

The Finance report was **received** and the Parish Council **approved** payments of £332 and noted receipts of £118 being Community Room lettings and a few pence of bank interest. Lettings income has increased with regular bookings from the French Group as a new customer. Bank balances at the end of September stand at £15,366. Proposed: Cllr Binstead; seconded Cllr Hourigan.

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

The report shows a year to date surplus of £4,668. The forecast outturn has been updated and the explanation for budget variances year to date was noted. The bank reconciliation appended to the report was checked and signed by the Chair.

iii **Dates for submission of the 2020/21 Precept request**

The letter from Wiltshire Council was noted, together with the submission date of 24 January. As the Parish Council does not meet in December it was noted that the very early draft budget, from which the Precept calculation falls, will have to be considered in November and the Precept Request will be based on the draft tax base figures released by Wiltshire Council on 4 November.

Agenda November

If the final tax base figures issued on 13 December create a material difference to the rate per household it would still be possible to amend the Precept Request in January.

iv **Early budget considerations for 2020/21**

This item is driven by decisions to be made about future Play Area development. See minute **19/10/6.1**.

19/10/6 **Councillor Reports on ongoing or proposed projects**

i **Play Park**

Update from Cllr Griffiths

87111 The Play Area Working Group had met between meetings and **recommended** that the Council

- decide this evening from whom it would purchase the zip wire. As the quotes were less than £10,000 three written quotes were sufficient;
- initiate a separate, stand-alone project for two additional items to be purchased subject to success in applying for grants to fund same.

This approach was **agreed**. Proposed: Cllr Griffiths; seconded Cllr Hyde.

Grant applications will be signed either by the Clerk or the Chair.

Procurement quotes for purchase of a zip wire

Parish Councillors considered quotes from Playdale, Wicksteed and the Zip Wire Company. Councillors had visited three sites to inspect zip wires in operation from two different manufacturers and two different styles. It preferred those with a wooden frame as they were less stark. It **decided** to purchase the zip wire from Playdale and Cllr Griffiths will place the order. Proposed: Cllr Griffiths; seconded Cllr Butcher.

Action Cllr Griffiths

It recognised that placing an order now might prevent it from approaching other grant providers who often require that no financial commitment be entered into before the outcome of a grant application is known. It **decided** to take that risk.

Proposed: Cllr Mansfield; seconded Cllr Butcher.

Report on charitable status / community fund options/ fundraising activity

Cllr Blount reported that he had applied for a grant from the Malmesbury Carnival Fund for the purchase of the zip wire and would apply for Landfill Grants against the second project providing indicative quotes for the sunken trampoline and slide.

He further informed the meeting that he was setting up a Charitable Incorporated Organisation (CIO), legally separate from the Parish Council, as a fund raising vehicle for village projects. As CIOs have charitable status any donations can be gift aided. The first trustees would be himself, Jonathan Henderson and either Cllr Griffiths or another parent within the village. The Parish Council would, in due course, be able to apply to the CIO for grant funding as could other village organisations.

ROSPA

The annual inspection took place in September. The report will be circulated when available.

Kompan Warranty Claim

The monkey bars installed earlier this year have developed "shakes" which Kompan insist is normal for organic Robina timber. Cllr Mansfield does not see these as "normal" and is arguing the point.

ii Provision of general recreation facilities for ball games & other activities

Report from the Free Gardens' Trustees

Cllr Mansfield stated that the Free Gardens Trustees have considered releasing an area of land for general recreation activity and have applied to the Charity Commission for in-principle consent for this change to their charitable objects. If this consent is forthcoming it will then initiate a public consultation to seek the views of local people before seeking to change the Free Gardens' charitable objects.

Alternative Sites for General Recreation

still
Cllr Blount reported that, having visited all the options identified in the Hughes Loader report, none were suitable or the owners were unwilling. The Free Gardens provide the only option.

iii Footpath on West Street

No further updates.

iv Footpath from Broadfield Farm Development to a crossing point opposite the School

Cllr Butcher reported that, even though the Free Gardens Trustees have given their in-principle consent to any such footpath, it is still dependent on agreement by the as yet unknown site developer.

v Rededication of the War Memorial

The original dedication took place on 11 December 1919. Cllr Blount **recommended**, and the Parish Council **agreed**, that the re-dedication ceremony should take place on Remembrance Sunday and that the Parish Council would lay a wreath.
Proposed: Cllr Blount; seconded Cllr Hyde.

The Rector was comfortable with this date.

7. Highway Matters incl Speed Camera

i Emerging issues

Blocked drains – see PQT.

ii **Issues concerning the provision of waste bins in the village**

A complaint has been received that these are often over-full and it was felt that there should be more bins within the village. The Parish Council could purchase additional bins but would have to pay Hills Waste approximately £10 per bin collection. It might be possible to source a larger bin for the most popular site outside the Mount. In the interim Cllr Mansfield will affix a notice asking people to take their bags home if the bin is full.

Action: Cllr Mansfield

iii **Speed camera**

The annual report from Cllr Hourigan highlighted the diminishing returns in effectiveness of the Speed Indicator Sign as drivers "ignore" it after a while. The recent period when it was inoperative was caused by the only qualified licence holder having been unwell for a couple of weeks. It was noted that Wiltshire Council insist on regular fortnightly "down periods" if the camera is not re-sited.

Malmesbury Area Board has acquired three Auto Speed Watch Devices that automatically identify persistent and high speeders and allow the community to report these offences electronically to the Police Authorities, without the need for teams of people at the roadside. However one or more persons still have to take responsibility for monitoring the images produced.

Wiltshire Police are reviewing this product which appears to offer a fundamental change to the way in which current speed enforcement is undertaken.

These devices are cost effective @ £319 purchase price including an Informed Consent Sign with an annual subscription of £84. They can be loaned to villages who wish to trial their effectiveness.

Cllr Hourigan **recommended** that purchasing one of these machines by Great Somerford (incl Startley) should be put on hold until the results of the assessments are complete. The Parish Council **agreed** to apply to Malmesbury Area Board to trial one of the devices.

Action Clerk

19/10/8. **Governance**

Steel

i **Cemetery Annual Report & Review of Fees**

Cllr Hourigan feels that the maintenance is very satisfactory. He pointed out that, whilst fees for Startley Cemetery are below the levels of those in Brinkworth, Little Somerford and Christian Malford, the volume of business is such that any price increase would have little impact. He **recommended** that the fees be unchanged for a further year. This was **agreed**.

ii **Community Emergency Plan Annual Review**

Cllr Blount felt that the plan did not require any amendment at this point as it was still so recent.

19/10/9. **Updates (if any) on Standing items**

i **Cemetery** – see minute 19/10/8.1

ii **Community Room** – Mrs Butcher has now taken over the provision of caretaking and cleaning services. The maximum occupancy rate permitted by the Insurers and Fire Regulations is 31 persons.

Cllr Butcher will inform the School Administrator that, unlike her predecessor, Mrs Butcher will not be responding in situations where the School fire or smoke alarm is activated.

Action: Cllr Butcher

It was felt that the room would benefit from redecoration and a steam clean of the kitchen. Cllr Butcher will get quotes.

Action: Cllr Butcher

iii **Defibrillator** – nothing to report.

iv **Community Emergency Plan** - see item 19/10/8.2.

v **Footpaths & Rights of Way** – both stiles have been mended. The Clerk was asked to inform Little Somerford Parish Council that the sign for the footpath opposite Station House is missing.

Action: Clerk

vi **Malmesbury Area Board**

Cllr Hourigan's September report was noted. He had deputised for Cllr Binstead.

vii **Parish Information Newsletter** – nothing to report.

viii **Telephone Book Exchange** – nothing to report.

ix **War Memorial** – see minute **19/10/6.5.**

x **Website** – see 19/10/3.2.

19/10/10. Correspondence between meetings

i It was **noted** that the mobile library provision at Startley will be discontinued from December 2019 due to lack of footfall.

ii Letter from Startley residents. See minute **19/10/4.1**

19/10/11. Councillors' Observations and Items for Next Agenda – none.

19/10/12. Dates for Future Meetings

The next meetings of the Parish Council will be held at 7.30 p.m. on Wednesday 6 Nov, 8 Jan, 5 Feb, 4 Mar, 1 Apr and 6 May Annual Parish Meeting.

The meeting closed at 9.45 p.m.

Approved

S.T. Mansfield

Chair

Date

6/11/19