
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Minutes of the Parish Council Meeting 2 March 2022 @ 7.30 pm Church of St Peter & St Paul

Present Cllr J Botterill Cllr H Lennox
Cllr M Griffiths (Vice Chair) Cllr S Mansfield (Chair)
Cllr M Hammond Cllr I Vout
Cllr A Lennox

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

22/03/0 **Candidates for co-option as a Parish Councillor**
The candidate submitted apologies since, at short notice, he had been deployed overseas.

22/03/
PQT **Public Questions**
There were none.

22/03/
WCR **Reports from Unitary Councillor and Council Representatives**
Wiltshire Cllr Threlfall reported that Wiltshire Council has set its budget by raising Council Tax by 1.99% + 1% Social Care Levy. (55% funds are spent on Adult and Child Social Care). To make up the shortfall it is increasing parking charges by 10p/hr across the board and removing lunch club subsidies.

22/03/1. **Apologies for Absence & Declarations of Interest**
Apologies were received from Cllr Butcher.
Cllr Griffiths declared an interest in agenda item **22/03/4.4** (applicant in a planning application before the Parish Council).

22/03/2. **Minutes and Matters Arising**

i **Minutes**

The Minutes of the Parish Council Meeting held 31 January 2022 were **approved** and **signed** by the Meeting Chair as a true record. Proposed: Cllr A Lennox; seconded Cllr Griffiths.

ii **Action Register**

The status of actions detailed on the Action Register was **noted**; many are agenda-ed separately. It was pleasing to note that **21/09/7.1** Hedge on Winkins Lane had now been dealt with.

22/03/3. **Community Infrastructure Levy (CIL) & Other Projects**

i **Recreation Area Project**

STP
Cllr Vout reported that GSPC has sent the Diocese of Bristol Academy Trust (DBAT) a sample Community Use Agreement (CUA) for shared access, as provided by Sport England. DBAT is discussing matters with its legal team on 8 March and the plan is for a subsequent Teams meeting with them, Wiltshire Council and the Unitary Councillor to clarify aims and objectives and determine how to move things forward. DBAT is currently expressing a preference for a licence agreement with the Parish Council but this must be for a sufficiently long term to

validate the capital investment the Parish Council is proposing.

ii **Road Safety Project**

Cllr A Lennox has submitted a Traffic Survey counts for Park Lane and will do one for the north end of Startley once the A429 diversion has ended and traffic levels are back to normal.

Action: Cllr A Lennox

iii **Defibrillator for Startley**

Cllr Botterill informed the meeting that local electricians had quoted circa £100 to wire up and fix the defibrillator to the wall. The quotes were **accepted** but no work will go ahead before April and until the householder in Startley has signed up to an agreement re its installation and management. Cllr Botterill will issue this after the meeting

Action: Cllr Botterill

and, once received back, will proceed to purchase the defibrillator and cabinet.

Action: Cllr Botterill

She confirmed that no planning permission was required to fix it to the house wall.

Replacement pads are to be purchased for the Great Somerford defibrillator and a trainer and venue will be booked for the September Defib and First Aid course.

Action: Cllr Botterill

iv **Environment & Sustainability Working Group**

The Group met on 26 February meeting and Cllr Botterill requested £150 be moved from the underspent Street Furniture budget to a new Environmental budget head in order to purchase wildflower seed this month. This was seconded by Cllr Vout and **approved**.

Action: Cllr Botterill

Parish Councillors noted the project plan is to clear and sow the Parish Council verge beyond the Wedding Tree with annuals in 2022 and to plant perennial plant species from autumn to encourage diversity of plants over 3-4 years.

v **Renovations to the raised walkway over the stream between Great & Little Somerford**

Little Somerford Parish Council (LSPC) plans to renovate the raised walkway over the stream by replacing the 44 metre long metal railings in the same style but in steel to minimise future upkeep, to make good the wooden bridge and form a level pathway in this area. They have been quoted £37,682 (ex VAT) plus £1,000 for landscaping. LSPC has requested a financial contribution and provision of undated letters of support to assist with grant funding applications.

After discussion it was proposed by Cllr Mansfield, seconded Cllr H Lennox, that the Parish Council will write letters of support for restoration of this piece of architectural heritage but cannot contribute financially. This was **agreed** by all. It cannot use CIL money because the walkway is outside the village boundary.

22/03/4. **Planning** Opportunity for Applicants, Reps, Others to address Council (3 mins per person).

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

i **Ratification of Planning Applications considered between meetings** - None

ii **Planning Applications for consideration** – None received before the agenda was issued.

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

PL/2021/10510 Ladys Walk House – Proposed swimming pool. **Approved with conditions.**

PL/2022/00162 Coppins - T1 - Section fell large Leylandii tree due to being too close to house and driveway; T2 - Crown raise Beech tree over lawn to approximately 3m above ground level. **No Objection.**

PL/2022/00182 Old Mason's Arms – Tree works; T1 Sycamore is to be removed to ground level; T2 Small Cherry is to be removed to ground level. **No Objection.**

20/09711/FUL The Manor House - Replacement garage and garden implement store for manor house. **Planning Appeal against Refusal Dismissed.**

iv **Planning Applications Received since the issue of the agenda**

PL/2022/01258 29 Long Acre - Removal of 3 metres in length of 1.2 m high laurel hedge and realignment of picket fence at edge of 2-vehicle car park. Replanting of laurel hedge 1 metre back from present position. This is to enable us to open the car doors more easily. **Supported.**

v **Planning Applications Determined by Wilts Cncl since issue of the agenda**

PL/2021/07118 The Mount – Erection of new double garage. **Approved with conditions.**

PL/2021/07668 The Mount – Erection of new double garage. Listed Building Consent. **Approved with conditions.**

PL/2022/00375 The Rectory - T1 - Ash - Remove deadwood. H1 - Hazel hedge. Trim /reduce to p.points. G1 - Group of Apple trees, reduce to previous points. T4 - Willow. Reduce by 1.5m in height. T6 - Silver Birch. Reduce by 1.5m in height & spread to previous points. S1 - Clematis & Wisteria. Reduce to upstairs windowsill height as getting out of hand. **No Objection.**

vi **Housing Developments**

Broadfield Farm 1

Work has started on the footpath from the new houses to the Shop. This will include the laying of utility cables and pipes.

Broadfield Farm 2 - planning application 21/01950/FUL

Proposed development of 21 residential dwellings, vehicular access from Broadfield Farm, ancillary works and associated infrastructure. This was considered at Wiltshire's Strategic Planning Committee on 23 February at Trowbridge. Three Councillors and former Councillor Chris Blount attended. The Committee decided **not to approve** the application. Our thanks go to Wilts Cllr E Threlfall for calling this in and for ensuring fellow Councillors on the panel were well briefed. The Parish Council awaits sight of the decision notice to see what scope there is for the applicant, Gleasons, to appeal.

Dauntsey Road site

The road is now being cleaned regularly by a road sweeper and is in a much better condition than a couple of months ago.

vii **Neighbourhood Planning (NP)**

Cllr A Lennox had assessed the Neighbourhood Plan (which runs until 2026) under the heads of effectiveness, national legislation and policy, local policy and local circumstances. He felt that, whilst the current plan remains relevant and effective, it should be reviewed once Wiltshire Council has updated its guidance on the 5 year housing supply. He **recommended** that the NP be revisited in April. He will seek feedback from the village in May and report back later this summer. This was **agreed**; seconded: Cllr Hammond.

Action: Cllr A Lennox

22/03/5. **Finance**

i **Monthly Finance Report**

The Finance report was **received**. The Parish Council **ratified & approved** receipts and payments transacted in February as detailed in the appendix to the minutes. Bank balances as at 25 February 2022 stood at £67,139 but only £5,200 is available for general expenditure. The remained (mainly CIL) is in restricted reserves.

The transfer of the latest CIL income (£11,333) to the Deposit Account was **approved**. This and approval of the report was proposed by Cllr H Lennox and seconded by Cllr Hammond. The report was **signed** by the Chair.

ii **2022/23 Budget & Forecasts to 2025**

In December Councillors agreed its "Business As Usual" Revenue budget when setting the 2022/23 Precept Request. Minute **21/12/3.3** refers. Discussion tonight focussed on the suggested spend plans for the Community Infrastructure Levy (CIL) funds of which £101,244 remains uncommitted. The proposed CIL capital projects are

Defibrillator for Startley £1,500

Second speed camera £3,700

Free Gardens Gates £2,500

Recreation Area # £17,000 this year and £16,000 in 2023/24. These figures # are based on estimates provided by the Recreation Working Group report dated October 2021 and need to be firmed up once the requisite work can be properly specified.

In 2024/25 it is suggested that the Parish Council embark on a significant (£80,000+) project, as yet undetermined, with 50% spend in 2024/24 and 50% in 2025/26. It was noted that if the currently proposed CIL projects cannot progress a back-up plan will be needed.

It was further **agreed** to add the cost of the AutoSpeedWatch annual licence renewal (£148).

Whilst this budget returns a surplus it is only because more CIL receipts are anticipated than in year expenditure. The General Reserves (unrestricted money) will fall below £500 so no expenditure other than that in budget will be able to be undertaken in 2022/23 unless something else is not done.

The composite (revenue and capital) budget for 2022/23 was **approved**. Proposed: Cllr A Lennox; seconded: Cllr Vout.

iii **Strategic Planning**

There was no feedback between meetings so this will be considered at the Annual Parish Council Meeting.

22/03/6. **Play Park Winkins Lane**

i **Maintenance**

Cllr Vout will replace the brushes and shackles on the swings this week-end.

He **recommended** that the Parish Council **remove** all Covid related restrictions on use of the Play Area with immediate effect. This was seconded by Cllr A Lennox and **approved**.

Action: Cllr Vout

22/03/7. **Highway & Footpath Matters incl Speed Indicator Device**

i **Matters for Wiltshire Council, for Parish action or for Parish Stewards**

The **closure of part of the A429** had had a severe impact on the area as drivers were not following the official diversion route but were using their satnavs to take shortcuts through Startley and Seagry on lanes that were not wide enough for HGVs and artics. The Parish Council Chair had written to Wiltshire Council and a temporary weight limit introduced.

It was re-iterated that, despite ongoing complaints from residents about **speeding issues in Startley**, any deterrents such as sleeping policemen require consent from Wiltshire Council. The average speed identified by the Speed Indicator Device at the south end of Startley is 33 – 35mph, well below the threshold for Wiltshire Council to agree to any interventions. The Parish Council's hands are tied. However see minute **22/03/3.2** re decision to apply for a metro count at the north end of Startley.

Further complaints had been received about the mud in **Hollow Street** and Cllr Vout is contacting the Parish Steward who will do what he can. Failing that then the Highways Dept.
Action: Cllr Vout

ii **Speeding – Honeyacre farm**

Cllrs A Lennox & Vout have identified one site for a metro count and will request that it is done.

Action: Cllr A Lennox

iii **Speeding**

Cllr A Lennox had obtained three quotes for Speed Indicator Devices (SID) models that display actual speed driven. These ranged from £2,784 - £3,354 (ex VAT). One model also has an advanced mode whereby it shows the speed, then reminds the driver of the speed limit, and then displays actual speed again with the request to slow down. Anecdotal evidence suggests that the more conscientious drivers respond positively to the reminder, but the higher the speed, the less likely that any intervention (unless enforced) will impact on the actions of the driver.

After a brief debate it was **decided** to buy a mid-range priced SID in 2022/23. Proposed: Cllr Hammond; seconded: Cllr A Lennox.

Action: Cllr A Lennox

iv **Support for the School in any Traffic Management Plan**

Cllr Botterill, School's Liaison Councillor, advised that the School has started work on a Traffic Management Plan. Unless requested by the School, there is no further action for the Parish Council.

22/03/8. **Governance / Other**

i **Councillor Co-option to fill a Casual Vacancy**

It was **decided** to co-opt Luke Campbell to fill the place left vacant by the resignation of Cllr Gravell. Proposed: Cllr Mansfield; seconded: Cllr A Lennox.

ii **Changes in Councillor Responsibilities**

It was **agreed** that any general re-allocation of responsibilities would be deferred until the Annual Parish Council meeting in May. It was **noted** that Cllr Mansfield has agreed to be the interim contact for the Malmesbury Community Area Footpath Group.

iii **Community Room**

Now that the Government is lifting Covid restrictions Parish Council decided that the room capacity should revert to pre-pandemic levels, i.e. 30 persons. Notices about Covid restrictions etc. will be removed from the website and the Caretaker will be updated as to the situation.

Action: Cllr Mansfield/Clerk

It was noted that the Caretaker has resigned with immediate effect from the cleaning aspect of the role due to personal issues but will continue to provide the booking service pro bono until a replacement can be found. The Somerford Guides have offered to clean the room after they meet in return for no/reduced rent. This was **agreed**.

The vacancy will be advertised in the Signpost, via the PIE, the website and the Facebook page if the School is not willing to take this role on in return for a fee.

Action: Cllr Botterill (School)

Action: Cllr Mansfield/Clerk (advertise if necessary)

It was **decided** that Parish Council should resume meeting in the Community Room with effect from April but that the 4 May Annual Parish Meeting, which might attract more than 30 attendees should be held in the Church or School Hall. This will be held separately from the Annual Parish Council meeting on 18 May. Proposed: Cllr Hammond; seconded: Cllr H Lennox. *[Post meeting note: APM to be in School Hall]*. The cleaning will be carried out by Councillors on a rota.

Action: All

It was **decided** to continue to advertise the facility in the Signpost and the Clerk was tasked to pay the £66 fee now due.

Action: Clerk

iv **Community Room Management Group**

The Group met on 2 February and mutual arrangements were clarified in line with the Memorandum of Understanding between the Diocese and the Parish Council.

v **Website**

The Environment page is in hand. It was also **agreed** to remove or update certain sections of the website that were no longer relevant.

Action: Cllr Mansfield

vi Parish Council **Facebook** account

No update.

vii **Malmesbury Area Board, Malmesbury Community Area Transport Group and Malmesbury Community Area Footpath Group**

Area Board is offering all Parish Councils £75 grant towards Platinum Jubilee Celebrations. The Transport and Footpath Groups are merging.

22/03/9. **Updates (if any) on Standing items**

Cemetery – there was a request from a neighbour that the Parish Council cut back to 5 foot the hedge on the northern boundary as it takes their light. Quotes will be obtained from three suppliers.

Action: Cllr H Lennox

Communications; Community Room (see 22/03/8.3);

Covid 19 Support Group – this will be removed as a standing item.

Gt Somerford Defibrillator & Book Exchange; Emergency Plan; School's Liaison; War Memorial.

22/03/10 **Correspondence between meetings (if any)**

22/03/11 **Councillors' Observations and Items for Next Agenda (if any)**

22/03/12 **Dates for Future Meetings @ 7.30 pm - 6 Apr, 4 May Annual Parish Meeting (APM) and 18 May Annual Parish Council Meeting.** All in the Community Room apart from the APM in the School Hall.

The meeting closed at 9.39 p.m.

Approved



Chair

Date



**GREAT SOMERFORD
(INCORPORATING STARTLEY) PARISH COUNCIL**

Finance Report for March 2022 PC Meeting

1. To **ratify and approve** payments made since the last meeting

Date	Supplier	Cheq	Detail	£p
06/02/22	Wicksteed Leisure	bgc	Shackles & bolts for swings	66.60
09/02/22	PCC	bgc	Hire of Church Jan & Mar	40.00
25/02/22	Clerk	bgc	Wages + £15 h/w allce Feb	209.68
	HMRC	bgc	PAYE re Feb	67.40
				383.68

2. To **note** receipts since date of the last report

Date	Customer	Slip Ref	Detail	£p
03/02/22	Fourways Stores	bgc	Defibrillator donation	15.00
07/02/22	Wiltshire Council	bgc	CIL tranche 1 Dauntsey Road	11,332.88
09/02/22	Deposit Acc Interest	bgc	Interest	0.39
				11,348.27

3. **Transfer between reserves**

To **agree** to transfer the latest CIL money, £11,333, into the Deposit Account.

4. **Cash Book Bank balances as at 28 February 2022**

Current Account		19,799.09
Deposit Account	<i>RESTRICTED - CIL MONEY</i>	47,339.95
	<i>still.</i>	67,139.04

(Combined Bank balances at last report as at 27 Jan = £56,174)

Approved

S. Mansfield

Chair

2 Mar 2022