



Winsley Parish Council

CONFIRMED Minutes of the meeting held on 3 April 2018

8.00pm, St Nicholas Church Hall, Winsley

Parish Councillors Present: Ed Gilby (Chair), Jane Baddeley, John Barnes, Ian Berry, David Elstone, Zoe Elstone, Paul Fitzpatrick, Johnny Kidney, Linda Ladner, Richard Warren

Apologies: Robin Davies

In attendance: Selina Jobson (Parish Clerk)

Members of the Public: Four

147. **Declarations of Interest**
None.

148. **Exclusion of the Press and Public**
Councillors agreed to exercise their right to exclude the public and press from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 in relation to item 17 Clerk's Appraisal.

149. **Minutes of Meeting**
The minutes of the meeting held on 6 March 2018 were signed as a true record.

150. **Public Participation**
A resident of Haugh outlined concerns with planning application 18/01969/FUL, a proposed loose box building at The Clovers, Hartley Farm, BA15 2JB. The concerns were:

- the size of the proposed building;
- the potential impact of traffic on the narrow lanes in Haugh;
- the potential flood impact of a concrete footing on an area prone to flooding;
- suggested inaccuracies in the plans slightly overstating the size of the land on which the loose box would be situated and omitting to indicate an existing public footpath;
- that, as the proposed building was in Green Belt land, whether in future this building might be converted to a residential building under permitted development rights.

A second resident raised concerns with the same planning application, 18/01969/FUL. He stated that the lanes in Haugh could not cope with an additional six vehicles as indicated in the planning application.

A resident spoke to express concern over vehicles driving over the grass verge banks in Dane Rise / King Alfred Way and on the corner of Poston Way, and the negative visual impact this had on the village.

The Footpath Secretary of the West Wiltshire Ramblers Club wanted to speak on the Footpaths item and councillors agreed that his comments would be taken under that agenda item.

151. **Planning**
151.1 18/01897/FUL Broomground, BA15 2JX: Single storey rear extension.

Supported.

151.2 18/01969/FUL The Clovers, Hartley Farm, BA15 2JB: Proposed loose box building. In discussion councillors noted that:

- the benefits of using the Green Belt to provide opportunities for outdoor recreation were recognised, but this proposed development was not regarded as appropriate;
- The position of the proposed development in open fields rather than adjacent to any form of settlement, plus the size and extent of the development, would erode the openness of the Green Belt.

- The drawings were considered inaccurate and did not show several features, particularly the presence of a mobile home parked on this land for some time. The Council recognises that 'parking' a caravan/mobile home within the curtilage of a garden is deemed Lawful Development but cannot find either any justification or authorisation for parking this mobile home on the proposed site.
- The application indicated parking of six vehicles on the site which appears to be at odds with the application to erect four loose boxes only. The site is accessed from narrow lanes, which do not have the capacity to take an increase in traffic.
- The lanes and the site of the proposed development flood regularly and it was felt that building here could increase the frequency and impact of flooding in the area.
- There were concerns about the possible conversion of such buildings at a later date into residential buildings under permitted development rights which has happened in other cases in the area. If the application were to be approved a precondition should be set that precludes further development of the loose boxes to residences of any form.

Councillors agreed that the exact wording of the Parish Council's comments would be formulated by the Planning Advisory Group following the meeting.

Objected.

151.3 18/03047/TCA Burghope Manor, BA15 2LA: Removal of Cedar tree.

It was noted that approval had been given for a previous application, 16/07887/TCA, to remove one limb and lift the crown of this Cedar tree. This application was seeking approval for the felling of the Cedar tree. It was felt that this tree provided amenity from public spaces and contributed to the definition of this part of the Winsley Conservation Area. Councillors supported sensible pruning of the tree.

Objected to the removal of the tree. Councillors agreed to request that a Tree Preservation Order was placed on the tree.

151.4 18/10321/FUL 83 Winsley Hill, BA2 7FA: Revisions to the application for single storey and first floor extensions and garden room.

Winsley Parish Council had considered the previous application in November 2017. The impact of these amendments on the neighbouring properties was not clear. Councillors agreed that the Planning Advisory Group should give further consideration to the proposed amendments following the meeting.

Following the meeting the Planning Advisory Group agreed the following submission:

In considering these proposed revisions the Council recognised the efforts that the applicant had made to meet the concerns of the owners of number 84 by revising the proposal, while creating a comfortable and usable living space. Overall this development would retain the character of the host dwelling and would not be a significant revision to building elevations. For the two properties either side of number 83, which are both two storey, number 83 would still appear to be a bungalow.

Supported.

152. **Clerk's Report on Matters Arising**

The Clerk reported on progress with actions arising from the last meeting, noting that:

Minute 140: The War Memorial had been checked and did not require cleaning ahead of events commemorating 100 years since Armistice Day.

Minute 141: A response relating to proposed design modifications to improve pedestrian safety around the canal bridge area on the B3108 had been submitted to the Traffic Engineering Manager at Wiltshire Highways. Comments and proposals from the Winsley Hill Traffic Action Group had been included in this response. A reply from the Traffic Engineering Manager had just been received and would be considered.

Minute 142: Advice from the Society of Local Council Clerks had confirmed that providing funds to a not-for-profit company was permissible, as long as the Council were satisfied that funds were being used for the benefit of the community.

Minute 145.4: An application for parking restrictions at the junction of King Alfred Way and Dane Rise had been submitted. The submission of other applications would be considered in light of the progress of this submission.

Minute 139: Conviviality, who owned Central Stores, faced financial uncertainty and had been taken over. Given the changing situation it was suggested that consideration should be

given to formally identifying the shop as a Community Asset. If, at any point, the shop was put up for sale then this would provide the community with six months to put together a bid for the shop, although the community would not be required to bid. It was agreed that this issue should be raised for comment at the Annual Parish Meeting.

153. **Police Report**

A report for this month was not yet available.

154. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- Wiltshire Council was supporting tourism in Salisbury following recent events;
- A public health campaign regarding ticks and Lyme Disease was being launched and information would be put on the noticeboard and Winsley Community web pages;
- Wiltshire Council was recently successful in fining a company for breaching the 18 tonne weight limit on Bradford-on-Avon Town Bridge;
- From April residents would need to have proof of address, such as a driving licence or recent utility bill, to enable them to use the Household Recycling Centres.

155. **Footpaths**

Cllr Fitzpatrick presented a report on the state of footpaths in the area. It included a table of information about all footpaths in the area, to be maintained with up-to-date information.

Councillors discussed three proposed actions:

- To manage and maintain footpaths in the area – it was noted that much work was already undertaken by volunteers and this would be continued;
- That guidance signs should be produced with information for walkers and dog walkers about appropriate use of footpaths – the Ramblers Association had some guidance which would be reviewed.

It was agreed that Cllr Fitzpatrick would draft wording for some signs for consideration at the next meeting;

Cllr
Fitzpatrick

- That 'informal' footpaths used through the Murhill nature reserve at the lower end of Quarry Close should be formally designated as footpaths for inclusion on a definitive map. The process for this was outlined and the need for agreement from Avonpark and Wiltshire Council was noted. If landowners did not support a request for formal identification of a footpath through their land then it may be possible to designate footpaths by evidencing the length of time the route had been used as a footpath.

The Footpath Secretary of the West Wiltshire Ramblers group spoke in support of the work carried out by Cllr Fitzpatrick. Wiltshire Unitary Authority had limited resources to spend on footpath maintenance and he highlighted the role of parish councils in helping to maintain paths. He provided further detail about the process of formally designating footpaths.

Cllr Fitzpatrick was thanked for his work in reviewing the state of footpaths in the area.

156. **Wiltshire's Best Kept Village Competition 2018**

The Parish Council considered a proposal to enter Wiltshire's Best Kept Village Competition 2018. The closing date was 20 April 2018, with unannounced judging visits starting from mid-May. It was acknowledged that some parts of the village needed tidying up and whilst Winsley might not be a strong contender this year it would be useful to get feedback. There was no cost involved in entering. A 'Clean Up' day was scheduled for Saturday 21 April.

Councillors agreed that Winsley should enter Wiltshire's Best Kept Village competition.

Information about the competition and the 'Clean Up' day would be publicised through the Winsley Weaver and at the Annual Parish Meeting.

157. **Additional Dog Waste Bin**

The Parish Council considered a request to install an additional dog waste bin near to the Rugby Club, noting that this area was popular with dog walkers. The location would need to take into account access for vehicles emptying the bin.

Councillors agreed that an additional dog waste bin be installed in the vicinity of the Rugby Club. Cllr Kidney to provide details of bins previously purchased by the Council.

Cllr
Kidney

158. **Winsley Hill Canal Footbridge Project – Update from WHTAG**

The Parish Council received up an update from WHTAG, including the Bridge@175 (canal footbridge) project, noting that:

- WHTAG's funding request for £3500 to the Bradford on Avon Area Board had been successful;
- WHTAG were considering the response from Wiltshire Highway's Traffic Engineering Manager to WHTAG's comments and revised plan for modifications to the area around the canal bridge. The rationale for proposing that the pedestrian path ran alongside the road traffic was accepted, but WHTAG still supported the separation of traffic from pedestrians. The group were now waiting for costings on the two proposals;
- The Bridge@175 had completed the Canal and Rivers Trust registration and were preparing an invitation to tender for ground investigation work;
- Fundraising events for the Bridge@175 project had been identified for May and June and planning was underway.

159. **Budget 2017/18**

Councillors received an update on the budget for 2017/18 up to the year end on 31 March 2018. The Clerk would now start preparing the annual return for 2017/18.

It was suggested that the Clerk could include a schedule of the meetings at which financial information would be reviewed as part of the Clerk's report.

160. **Annual Parish Meeting – 19 April 2018**

Councillors noted arrangements for the Annual Parish Meeting and for the promotion of this event. Councillors agreed that two re-usable banners should be purchased, at a cost of approximately £180, to advertise the event, to be located at either end of the village.

161. **Finance**

To note a payment made by internet banking since the last meeting for the following:

- £2664.00 Wiltshire Highways for Dane Rise footpath

Councillors approved payment by internet banking for the following:

- £788.70 Wiltshire Association of Local Councils annual subscription 18/19
- £284.00 James Lock, grass cutting (March)
- £607.60 Administration (March)
- £31.20 idverde for emptying dog waste bins (March)

Councillors approved payment by cheque for the following:

- £55.79 Winsley Gardening Club, plants on the roundabout

Councillors agreed that the hiring of a skip could be paid for if required as part of the village 'Clean Up' on 21 April 2018, at a cost of approximately £160.

162. **Advisory Group Reports**

162.1 Maintenance: It had not been possible to get further quotes for undertaking repairs to the bus stop opposite the Seven Stars. Councillors agreed that the quote for £800 for repairs was acceptable and Cllr D Elstone could progress with arrangements to have the repairs undertaken.

Parish Stewards in Wiltshire were undertaking repairs to potholes across the authority and would not be available to undertake village maintenance tasks for this month.

162.2 Highways and Transport: Updates were provided on a number of ongoing highways proposals.

Problems with inappropriate parking on the Limpley Stoke Road alongside the field owned by Dorothy House were highlighted, with difficulties created for buses as well as damaged

verges. Councillors discussed possible parking restrictions but did not consider there to be a clear solution.

162.3 Valley Parishes Alliances (VPA): The VPA's Highways Subcommittee would meet with Highways England on 19 April 2018; Cllr Berry would attend.

162.4 Media and Communications: The Clerk was monitoring information on the implications of the General Data Protection Regulations and attending a briefing run by Wiltshire Council.

162.5 Planning: A recent planning application for the location of a mobile home within the boundary of a property was raised. As a 'lawful development' the Parish Council was not a designated consultee on this application. Cllr Berry reported that some other authorities did consult on such applications.

It was agreed that Cllr Berry and the Clerk would write to Wiltshire Unitary Authority to ask for clarification of policy on the consultation process for such developments.

Cllr
Berry /
Clerk

163. **Clerk's Appraisal**

As agreed at the start of the meeting (minute 148) the meeting was closed and the Clerk left the room. Councillors received a summary of the Clerk's appraisal and agreed a 1% pay increase for 2018/19.

164. **Date of next meeting**

Annual General Meeting, Tuesday 1 May 2018, 8.00pm, Village Hall, followed by Parish Council Meeting.

Meeting ended 9.50pm.