



**Winsley Parish Council**

**CONFIRMED Minutes of the meeting held on 1 May 2018**

8.15pm, Winsley Village Hall

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**Parish Councillors Present:** Ed Gilby (Chair), Jane Baddeley, Ian Berry, Robin Davies, David Elstone, Zoe Elstone, Johnny Kidney, Linda Ladner, Richard Warren

**Apologies:** John Barnes, Paul Fitzpatrick

**In attendance:** Selina Jobson (Parish Clerk)

**Members of the Public:** One

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1. **Declarations of Interest**

Cllr Gilby declared an interest in planning application 18/03666/FUL 37A Tynning Road, BA15 2JL. Cllr Kidney declared that he knew the planning consultant for planning application 18/02927/FUL Conkwell Farm, BA15 2JG.

2. **Minutes of Meeting**

The minutes of the meeting held on 3 April 2018 were signed as a true record.

3. **Public Participation**

The applicant of planning application 18/02927/FUL Conkwell Farm attended and it was agreed that any comments would be taken under the relevant planning item.

4. **Planning**

4.1 The Council considered the following planning applications:

- **18/02927/FUL Conkwell Farm, BA15 2JG:** Conversion of storage building to residential dwelling, with garage block, landscaping and access works.  
The owner had offered the opportunity of a site visit and the Planning Advisory Group would visit on Friday 4 May. Comments would then be circulated and agreed via email.  
The following comments were agreed following the site visit: The applicant is credited with taking an environmentally conscious approach to this development, further 'recycling' an extant agricultural building as the basis of the main part of the build. The house and garage are reasonable in size and would have no adverse effect on the Green Belt both in terms of visual amenity and impact on the infrastructure (roads, drainage etc). The redeveloped part of this site will improve the appearance of Conkwell Farm from Blackberry Lane, screening the former farm buildings that will remain and will be used as the base for the continued business operations.  
Supported.
- **18/03071/FUL 3 King Alfred Way, BA15 2NG:** Single storey rear extension & new shed.  
There was felt to be no impact on the amenity of neighbouring properties and materials were in keeping with adjoining properties.  
Supported.
- **18/03270/LBC and 18/03005/FUL Teasel Barn, 275 Green Lane, BA15 2HH:** Replace car port with garage. Add rooflights to house, enlarge studio window, internal alterations.  
The two applications relating to the same property were considered together. There was considered to be no impact on the Green Belt or heritage status of this property.  
Supported.
- **18/03350/FUL 46A Murhill, BA2 7FG:** Demolish bungalow & garage, build new single storey dwelling with disabled facilities.  
The current building was felt to be out of character with surrounding buildings and the proposed development was seen as an improvement. It was suggested that opportunities had been missed for including additional accessible facilities in the house.

The inclusion of solar panels was mentioned but no details were provided in the plans and it was suggested that Planning Officers should request further details.

Supported.

- 18/03666/FUL 37A Tynning Road, BA15 2JL: Detached garage & store and conversion of existing garage into ancillary accommodation.

The impact on neighbouring properties was felt to be minor, particularly given current vegetation on the boundary. It was suggested that should any changes be proposed to the vegetation, these should require prior approval by the Planning Authority.

Supported.

4.2 The Council supported a pre-submission for Freshford Village Hall Community Right to Build Order.

4.3 Cllr Kidney had 'called in' the planning application for 18/01969/FUL The Clovers, Hartley Farm, BA15 2JB, considered at the last meeting. The next Western Area Planning Committee was on 30 May 2018, although consideration of this application at that meeting had not been confirmed.

#### 5. **Clerk's Report on Matters Arising**

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

Minute 155: Cllr Fitzpatrick had circulated an update on footpath issues and he welcomed comment from councillors.

Minute 157: A dog waste bin, similar to those previously installed, had been identified. Councillors agreed that the Clerk should order the bin at a cost of approximately £60.

Clerk

Minute 162.5 Cllr Berry had spoken to a Planning Adviser regarding Wiltshire Council's policy on the consultation process for 'permitted lawful developments' such as mobile homes within the boundary of a property. There were concerns that the process did not include any consultation period. Cllr Berry had requested further details of instances of lawful developments in the county.

Annual Parish Meeting: This had been a well-attended event. Presentations made on the evening were available on the Community website. The Clerk would bring a summary of questions raised and comments made to the next Parish Council meeting for consideration. Cllr Kidney stated that he would be happy to give a presentation about Wiltshire Council at a future Annual Parish Meeting if this was considered appropriate.

Clerk

#### 6. **Police Report**

A report for this month was not yet available.

#### 7. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- A consultation about the future of two traveller sites in Salisbury operated by Wiltshire Council was live on the Wiltshire Council website;
- Wiltshire Council had access to government funding to help community groups deliver affordable housing and was working in partnership with Wiltshire Community Land Trust and Community First to deliver community-led affordable housing schemes;
- Dementia Awareness Week starts on 21 May 2018. Information about local events would be publicised as details became available;
- To help Salisbury's recovery from the nerve agent attack a Royal Wedding party was being held in the city's Cathedral Green on 19 May 2018;
- The tick awareness campaign was continuing;
- The next meeting of the Bradford on Avon Area Board would take place at 7pm on 23 May 2018, St Margarets Hall, Bradford on Avon.
- The next meeting of the Community Area Transport Group (CATG) would take place at 4pm on 2 June, County Hall, Trowbridge.

8. **Preparations for Wiltshire's Best Kept Village Competition**

Cllr Z Elstone presented Winsley's submission for the Best Kept Village Competition. David Mandeville Shaw and Bob Drower were thanked for their work on the submission. A considerable amount had been achieved at two sites on the 'Clean Up' day on 21 April and volunteers were thanked for their time. A second 'Clean Up' day was planned for Saturday 12 May 2018.

The wall by the Village Garden had been damaged. Part of the damaged wall was privately owned, and part was owned by the Parish Council. A temporary barrier had been erected and a stonemason would assess the repairs needed. Possible repointing of parts of the wall alongside the lane to the Village Hall, to prevent further deterioration, would be looked into.

Councillors discussed a suggestion that the Parish Council should pay a 'caretaker' to undertake maintenance jobs in the village; such a role had existed previously. Possible logistical complexities of employing someone were raised. It was agreed that the Clerk should find out more about the logistics of employing a village caretaker

Clerk

Cllr Z Elstone encouraged people to take gloves and secateurs when going for a walk in order to cut back brambles which were fast growing at this time of year.

9. **Commemorative Bench**

The Parish Council had received a request from Rose Jones for a bench in memory of Janet Cunliffe-Jones and Judith Cunliffe-Jones, both of whom had contributed to the local community, to be placed in Murhill Nature Reserve. The Clerk reported that whilst the leaders of Murhill Nature Reserve volunteers were sympathetic to the request, they had raised concerns over the number of memorials in the Reserve. All memorials in Murhill Nature Reserve to date, including a current request under consideration, were in memory of people who had volunteered at the Reserve. It was noted that Janet Cunliffe-Jones had supported Murhill Nature Reserve through her work with the Winsley Weaver and that both Janet and Judith Cunliffe-Jones used and appreciated the area.

It was agreed that the Chair would contact Rose Jones to discuss the matter further and to explore any other alternative memorials that would be appropriate.

Chair

10. **Winsley Hill Canal Footbridge Scoping Project Report**

The bank account for the Bridge@175 had been set up enabling receipt of payment of £1000 from Winsley Parish Council. Work was ongoing in obtaining quotes for groundworks. The next meeting of Winsley Hill Traffic Action Group would take place at the end of the week.

11. **Finance**

11.1 To note payments made by internet banking for the following since the last meeting:

- £162.00 Unique Signs for two banners to advertise the Annual Parish Meeting
- £156.00 First Call Skip Hire for the skip for 'Clean Up' day
- £1000.00 Winsley Hill Traffic Action Group grant

11.2 To approve payment by internet banking for the following:

- £115.00 Society of Local Council Clerks (SLCC) annual subscription 18/19
- £117.60 Heartsafe annual charge for monitoring of two defibrillators
- £294.00 James Lock for grass cutting (April) – this payment included an additional £5 due to an error in the invoice for March.
- £610.77 Administration (April) – It was agreed that the Clerk would now be paid in twelve equal monthly payments.
- £31.20 idverde for emptying dog waste bins (April)

12. **Advisory Group Reports**

**12.1 Human Resources:** The Parish Council received details of the 18/19 payscales from the National Association of Local Councils and agreed that the Clerk would continue to be paid the agreed scale 30 and to adjust her salary effective 1 April 2018 accordingly.

**12.2 Finance:** The Finance Advisory Group had reviewed the end of year accounts and had started the process of completing the Annual Return, for consideration at the June meeting. The Asset Register was being reviewed. It was noted that an additional signatory for the Parish bank accounts would be useful and Cllr Baddeley agreed to become an additional signatory. A meeting with the Internal Auditor would be held shortly. Going forward quarterly financial reports would be presented to the Parish Council.

12.3 Maintenance: James Lock had been asked to provide a quote for cutting back overhanging branches in the recreation area, in case the residents were unable to carry out the work themselves.

The Parish Warden should return from pot hole repair duties in May. He would be asked to clear gullies and drains in Green Lane, Turleigh and the lane behind the Village Hall, amongst other areas. Residents were encouraged to come forward with reports of any other problem areas for the Parish Steward and volunteers to attend to.

Problems with children causing damage to shrubs in the Village garden were highlighted and further thought would be given to ways of preventing this.

12.4 Highways and Transport: Google Maps indicated that the footpath running past St Nicholas Church to Millbourne Close/Late Broads is a road. As a result some drivers had tried to use the path as a through road and have had to reverse back when they reached the concrete bollards along the path. It was not clear what action could be taken but the issue would be raised with Wiltshire Council's Traffic Engineering Manager and at the next CATG meeting if appropriate.

Cllr Kidney reported that he would continue to raise the issue of reducing the speed limit along the B3108 with Cllr Wayman.

Parking on Limpley Stoke Road, towards the B3108 end, continued to be an issue. The problem might become more pronounced when Dorothy House started to use the adjacent field as a temporary car park during building works. Councillors agreed that a proposal to mark out a yellow bus cage to try to prevent people parking and blocking the bus route should be taken to the next CATG meeting.

Highways  
Adv  
Group

Road markings, signage and revised layout proposals on the B3108 by the canal bridge area had been referred back to Wiltshire Highways for review.

It was suggested that 'access only' signs would be useful at the ends of the lane by the Village Hall to prevent people using this as a cut through.

A query was raised about putting up new signs about dog fouling and the Clerk reported that she was awaiting a reply from Wiltshire Council and would follow this up.

Clerk

12.5 Valley Parishes Alliances (VPA): The Traffic Subcommittee had met with Highways England to discuss the A36, including a proposal to broaden coverage to feeder roads to the A36, helping to provide a more coordinated approach to traffic issues across the area.

12.6 Bradford on Avon Area Board: Cllr Kidney reported that the next Area Board meeting would focus on youth services in Bradford on Avon and outlying villages. Cllr Berry had spoken to Bradford on Avon's Cllr Newton about how youth provision in Bradford on Avon could help with youth activities in Winsley.

Cllr Berry agreed to compile a summary of youth services in Winsley and to consider where additional provision might be required. It was suggested that Cllr Barnes could help with this.

Cllr  
Berry

12.7 Governance: The role of the internal auditor was discussed. The Governance Advisory Group would consider this further.

12.8 Village Hall: Repairs to the door were underway and the outside had been tidied as part of preparations for entering Wiltshire's Best Kept Village Competition.

13. **Date of next meeting**  
Tuesday 5 June 2018, 8.00pm, Winsley Village Hall

Meeting ended 9.30pm.