



Winsley Parish Council

CONFIRMED Minutes of the meeting held on 11 September 2018

8.00pm, Winsley Village Hall

Parish Councillors Present: Ed Gilby (Chair), Jane Baddeley, John Barnes, Ian Berry, Robin Davies, David Elstone, Paul Fitzpatrick, Zoe Elstone, Johnny Kidney (left at 9pm), Linda Ladner, Richard Warren

Apologies:

In attendance: Selina Jobson (Parish Clerk)

Members of the Public: One (for item 48)

46. **Declarations of Interest**

None.

47. **Minutes of Meeting**

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

48. **Public Participation**

The Chair of Winsley Hill Traffic Action Group (WHTAG) reported that a fundraising Barn Dance would be held in the Village Hall on Saturday 3 November and that WHTAG should receive charity status shortly.

49. **Planning**

- **18/07478/FUL The Clovers, BA15 2JB:** Loose box building for private use.
This application was similar to a previous application (18/01969/FUL) with the number of stables reduced from four to two, and a reduction in the size of the building footprint of 20%. The Parish Council had objected to the previous application. It was felt that the proposed development would spoil the openness of the Green Belt. Councillors remained concerned about the possible conversion of such a building into a residential building under Permitted Development at a later date.
Object. Winsley Parish Council asked for the Unitary Councillor to 'call in' the application.
- **18/07841/FUL Little Orchard, 179 Ashley Lane, BA15 2HR:** Replacement of existing detached garage & new single storey extension.
It was felt that the proposal would make better use of the space available.
No comment.
- **18/07078/FUL 220 Conkwell, BA2 7FD:** Demolition of seven existing residential units & erection of four housing units, ancillary garaging, courtyard, access driveway & associated landscaping (including variations to W87/0360/FUL).
Whilst the application was on a significant scale, it was considered to be well designed and sympathetic to its surroundings. It would not impact any neighbouring properties.
No comment.
- **18/07855/FUL Potticks Mead, BA15 2JD:** Change of use of land to residential use & erection of shed.
This application followed the recent conversion of a general purpose agricultural dwelling into a residential dwelling under Permitted Development. It was felt that some aspects of the application were vague and further details were required to assess the impact of the development.
Supported by majority vote, with the condition that the applicant be asked to provide precise details of the changes to the curtilage and the size of the shed.
- **18/08114/FUL Coombs, 286 Turleigh Hill, BA15 2LR:** Extension and alteration to dwelling. The consultation period ended on the date of the next Parish Council meeting

and it was agreed to defer comment on this application to the next meeting to allow more time for consideration.

The following applications had been considered by the Planning Advisory Group, comments agreed by councillors via email and submitted to Wiltshire's Planning Team:

- 18/07812/TCA, 270 Turleigh, BA15 2HF: Felling of five trees.
- 18/07368/FUL, Limpley Mill, BA2 7FJ: Extension to form 5 two-bedroom flats.
- 18/03998/FUL, Bradford Rugby Football Club, BA15 2HR: Amendment to plans to install six floodlights.

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

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

Minute 38: The Parish Council had submitted its bid to Wiltshire Council's Substantive Highways Scheme Fund, for modifications to the road and footpath by the canal bridge on the B3108. Limpley Stoke Parish Council had agreed that they were willing to contribute some funds. A decision on the bid should be made by the end of October.

Minute 39: Cllr Davies reported on possible locations for the planting of a tree as part of the Armistice Day commemorations. After discussion it was agreed that two trees should be planted by the 'Winsley' stone at the Bradford on Avon end of the village. It was suggested that the grass could be maintained in this area and further planting (e.g. small shrubs) could be considered. Wiltshire Highways would be contacted to check that trees could be planted at this point alongside the highway. It might be possible to obtain match funding from the Bradford on Avon Area Board and Cllr Kidney agreed to look into this.

Clerk
Cllr
Kidney

Minute 41: A new noticeboard for Conkwell had been ordered and should be delivered within three weeks.

Minute 44.3: An application for yellow lines at the entrance of the lane leading to Hartley Farm from the B3108 was still to be submitted.

Minute 26: A formal inspection of the playground had been undertaken and a number of minor to moderate repairs were required. Playdale, the company that installed the equipment, had provided a quote for repairs of £1132.24. Councillors agreed that Playdale should undertake the required repairs. Repair or replacement of the gates to the park was still being looked into.

Clerk

Minute 05: A new dog bin had been received and would be installed near the Rugby Club.

Minute 09: The Chair had been in contact with volunteers from Murhill Nature Reserve regarding a commemorative bench for Janet Cunliffe-Jones. A possible site had been identified and discussed with relatives. The site was alongside the boundary to Avonpark and the Chair was arranging to speak to the Avonpark manager.

51. **Police Report**

A report from PCSO MacLachlan was noted, with no significant incidents reported in Winsley or surrounding areas.

52. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- The Boundary Commission was reviewing local government boundaries in Wiltshire. The intention was to retain the same number of councillors but to review division boundaries so they were of a broadly similar population size, taking into account current and planned population growth. The population of the Winsley and Westwood division was smaller than the proposed average and therefore the boundaries might be extended, possibly to include Monkton Farleigh and Wraxall. A consultation was ongoing via the Boundary Commission's consultation portal: <https://consultation.lgbce.org.uk/node/14518>

Clerk

The Clerk would circulate information about the review to councillors.

- The next Bradford on Avon Area Board would take place on Wednesday 12 September at St Laurence School. The theme for the meeting was young people and youth services.

53. **Resilience Plan for Bad Weather (Snow/Ice/Flood)**

Cllr Berry gave a verbal update on the drafting of a Resilience Plan to be considered at the next Parish Council meeting. Details of the storage of road salt and the volunteers needed to take on roles during bad weather events would be included in the plan.

Cllr Berry had submitted a request to the Parish Emergency Assistance Scheme for road salt and tabards.

54. **Wiltshire's Best Kept Village - Results**

Winsley had been placed fourth in the large village category in Wiltshire's Best Kept Village competition, winning £30 and a certificate. Cllrs D Elstone and Z Elstone were thanked for their work in organising volunteer groups and for their work prior to the judges visit. It was felt that the momentum and interest that had been generated during the preparations for entering this year's competition could be built on and the intention was to enter Winsley into the competition again next year.

Feedback from the judges stated that the map should identify more clearly the boundaries of the area and key points of interest. Consideration would be given to the production of a parish map.

55. **Dorothy House Car Park Works**

Works had started on extending the car park in the grounds of Dorothy House. Updates on the work and any parking or access restrictions would be provided by Dorothy House via their blog, with significant developments also posted on the Winsley Community web pages.

Concerns were raised that some planning conditions relating to the use of the field opposite the entrance to Dorothy House as a temporary car park were not being met.

It was agreed that the Chair would write to the Chief Executive Officer of Dorothy House, copying in Wiltshire Council's Planning Enforcement Officer, highlighting the planning conditions that the Parish Council identified as not being met. A draft letter would be circulated to councillors before being sent.

Chair /
Clerk

56. **Finance**

56.1 The following payments had been made since the last meeting:

- £430 Terry Gapper for wall repairs (not £660 as agreed at June & July meetings)
- £120 Tony George for internal audit fee (17/18)
- £300 Play Inspection Company for playground inspection
- £16.54 David Elstone for general Maintenance Advisory Group items
- £250 James Lock for cutting back of undergrowth in recreation area

56.2 A Direct Debit had been set up for annual payment of the registration fee with the Information Commissioner's Office, with £35 debited this year.

56.3 Payment by internet banking was approved for the following:

- £578 James Lock for grass cutting (August)
- £610.77 Administration (August)
- £31.20 idverde for emptying dog waste bins (August)
- £91 Winsley Church Hall for hall hire (Nov 17 – Apr 18)

57. **Advisory Group Reports**

57.1 Human Resources: The Clerk was attending a free Community Organising training event on 12 September 2018.

57.2 Finance: The external audit had been completed. One issue had been highlighted, relating to a cheque that remained outstanding at the start of the 17/18 financial year. The external auditors had provided revised figures taking this into account and these figures would be used when preparing the 18/19 accounts. A notice concluding the audit would be posted on the noticeboard and website by the end of September.

Clerk

Councillors agreed that PFK Littlejohn be paid the external audit fee of £240.

Cllr Baddeley had been added as a signatory to the Parish Council bank account.

A budget update would be presented to the October meeting.

57.3 Maintenance: The Maintenance Advisory Group reported on work undertaken over the summer and on works planned. Works to be undertaken in the future included: planting in bare areas of the Village Garden; clearing the wall at the Bath end of Avonpark; removal of undergrowth from the shrubbery at the end of Fieldins; removal of undergrowth around fences in the play park and the tidying of footpaths towards the canal. Other maintenance jobs relating to the stone walls and pillars were also being pursued.

57.4 Highways and Transport: Costs for making the narrow lane from the B3108 towards Conkwell one-way had been obtained and were in the region of £3200. Councillors felt that the scheme did not represent good value-for-money and agreed that it would not be pursued.

CATG had agreed to fund 50% of the cost of painting a bus cage on the Limpley Stoke Road by Burghope and these works should be undertaken within a few weeks.

Residents by the lane leading from St Nicholas Church to Millbourn Close were supportive of the installation of a bollard to prevent vehicles from trying to use the lane as a way through the village (Google Maps indicated that the lane was a road). The cost of a bollard and installation would be in the region of £168 and councillors agreed that these works should go ahead.

Clerk

CATG was awaiting an updated travel plan from St Laurence School and it had been requested that Winsley be included in this plan.

Road markings and signage on the B3108 at the junction of Dane Rise and the lane towards Hartley Farm had been completed.

Parking restriction proposals by Dane Rise / King Alfred Way had been drafted by Wiltshire Highways who would now make the proposals available for public consultation.

A more precise quote for the installation of kerb stones in Ashley Lane would be obtained to consider if this could be included in the 2019/20 Highways budget.

Clerk

Logs would be sourced and placed on verges on Limpley Stoke Road to limit damage to verges.

57.5 Village Hall Committee: New members, including a new secretary, were being sought.

58. **Date of next meeting**

Tuesday 2 October 2018, 8.00pm, Winsley Village Hall

Meeting ended 9.30pm.