



Winsley Parish Council

CONFIRMED Minutes of the meeting held on 3 July 2018

8.00pm, Winsley Village Hall

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

Apologies: Ian Berry, Robin Davies, David Elstone, Linda Ladner

In attendance: Selina Jobson (Parish Clerk), PCSO Andrew MacLachlan

Members of the Public: None

30. **Declarations of Interest**

None.

31. **Minutes of Meeting**

The minutes of the meeting held on 5 June 2018 were signed as a true record.

32. **Public Participation**

There were no members of the public present.

33. **Planning**

- 18/02927/FUL Conkwell Farm, BA15 2JG: Partial demolition and conversion of one building to a residential dwelling, erection of ancillary garage block, landscaping and access works. Partial demolition and conversion of one building to create a reduced storage building and dedicated bat roost. Demolition of other buildings. This was a resubmission and the Council's support for the previous submission was noted. The changes proposed since the first application had been considered and councillors saw no reason to change their original decision.
Supported.
- 18/04275/FUL Conkwell Grange Stud Farm, BA2 7FD: Demolition of stable and office buildings. Erection of purpose built facilities, office, staff room, storage, electricity substation, garage and two stables. Councillors noted that the application related to the development of an existing stud farm. Changes were significant but development remained within the boundary of the Conkwell Grange Stud Farm and did not impinge on the openness of the Green Belt.
No comment.
- 18/04578/LBC Winsley Canal Bridge, BA15 2LZ: Resurfacing of highway/canal crossing Winsley Canal Bridge using a High Grip tarmac surface. A councillor had contacted the Planning Officer with concerns about this application. Wessex Water had subsequently been asked to withdraw this application and submit a full planning application instead.
Planning application withdrawn.
- 18/04581/VAR, Dorothy House Foundation Ltd, BA15 2LE: Variation to condition 2 (minor change) of planning application 16/09259/FUL – reconfiguration of car park. The proposed change was seen to have no adverse impact on the overall development.
No comment.
- 18/04814/VAR, Dorothy House Foundation Ltd, BA15 2LE: Variation to condition 1 of planning application 17/12525/FUL – to extend the temporary use of the playing field as a car park from 20 August 2018 to 31 December 2018. This extension was requested as works to expand the permanent car park were starting later than originally envisaged.
No comment.

- 18/04824/FUL The Croft, 119 Winsley, BA15 2LE: Proposed new coach house. The proposed design was considered to fit in with the street scene and to be an improvement on the current building.
Supported.
- 18/04414/FUL 110 Winsley Hil, BA2 7JJ: Erection of a single storey conservatory. This was a resubmission and councillors saw no reason to alter their previous decision.
No comment.
- 18/05560/FUL Conkwell Grange, BA2 7FD: Demolition & replacement of existing boundary walling between Conkwell Grange & Conkwell Courtyard. Removal of existing driveway and vehicular connection. This was felt to be a sensible proposal.
No comment.

5.2 Planning application 18/01969/FUL The Clovers, Hartley Farm, BA15 2JB had been considered at the Western Area Planning Meeting on 27 June 2018. A decision on this application had been deferred until after a site visit.

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

The Clerk reported on progress with actions arising from previous meetings, not covered elsewhere on the agenda, noting that:

Minute 22: The Annual Governance and Accountability Return was available on the noticeboard and Winsley Community Website until 30 July 2018.

Minute 26: Two companies had been approached about undertaking a formal inspection of the playground. The Clerk would arrange an inspection once further information was received. Advice on regular, informal inspections was being sought.

Minute 28.2: The Cricket Club had been contacted about reminding those using the Club about appropriate driving in the lanes. Cllr Kidney reported that he canvassed opinion from some residents on the lane behind the village hall about whether they would support the installation of bollards to make the lane access only. Residents he had spoken to had preferred additional signage rather than the installation of bollards.

Minute 05: An additional dog waste bin would be delivered shortly. Cllrs Kidney and Warren agreed to install the bin near to the Rugby Club entrance.

Minute 08: The Society for Local Council Clerks had provided advice about possible ways of setting up a Village Caretaker contract if this was pursued. There needed to be clarity on what the role would do, noting that the Parish already had the Parish Steward, an agreed schedule of grass cutting works with James Lock and volunteers who helped maintain the village environment. Wiltshire Council's maintenance contract with idverde would end in 2020 and it might be appropriate to reconsider the role of Village Caretaker at that point. Cllr Z Elstone reported that some other Parish Councils employed a Village Caretaker.

Minute 09: The Chair was continuing to liaise with members of the Murhill Nature Reserve and the proposer of a commemorative bench in this area.

Minute 12.6: Councillors received a report from Cllr Berry on youth services in Winsley. The Parish Council would monitor developments in youth services in Bradford on Avon to see if these presented opportunities for Winsley.

35. **Annual Schedule**

Councillors noted an annual schedule of items for consideration by the Parish Council.

36. **Police Report**

A report by PCSO Andrew MacLachlan had been circulated. A 'spike' in crimes occurring in Winsley, mainly burglaries of sheds/outbuildings and damage to cars in Limpley Stoke was noted. No further crimes had been reported in the area since these incidents. Residents were reminded to lock sheds and to lock front doors when in back gardens. Some extra police patrols would take place.

37. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- Wiltshire Council were running a public consultation until the 31 July 2018 on ways of providing places for an additional 220 children & adults with special educational needs by 2026;
- The next Bradford on Avon Area Board would be on Wednesday 11 July 2018 at Westwood Social Club. Local groups looking for funding should contact Cllr Kidney or the Bradford on Avon Community Engagement Manager.
- In relation to the campaign to reduce the speed limits on the B3108, Wiltshire Highways had provided some information about changes to the system of speed limit review that would allow parish councils to commission independent surveys. Further information was awaited.
- The first 'Walking for the Mind' event had taken place in Bradford on Avon to support sufferers of dementia and their carers. Walks would take place at 2pm every Monday starting at Bradford on Avon library.
- The Bradford on Avon Health Centre had received complaints about the appointments booking system. The Centre was currently short of GPs and receptionists were working hard to answer the appointment booking line and to offer appointments appropriately. It was noted that some illnesses could be treated without the need to see a doctor and that people not turning up for booked appointments remained a significant issue.
- Wiltshire Council were extending the doorstep recycling scheme from 30 July 2018, so that plastic pots, cartons and tetra paks could also be included in the plastic/cardboard recycling bin. There would be no changes to the bins themselves or collection dates.

38. **Winsley Hill Canal Bridge Area**

Modifications to the road/pedestrian area on the B3108 by the canal bridge had been considered at the Community Area Traffic Group meeting on 25 June 2018. Wiltshire Highways stated that it would not be possible to use a 400mm containment kerb proposed by the Parish Council. Wiltshire Highways stated that 125mm kerb they proposed had a flat face and would be harder for cars to mount than a standard 100mm kerb. The total cost of the modifications would be approximately £20,000. The cost of the project meant that it could not be supported from CATG funds but instead an application should be made to the Substantive Highways Scheme Fund.

A vote was taken and councillors agreed:

- To support the proposed modifications to the road/pedestrian area on the B3108 by the canal bridge, with kerbstones of 125mm;
- That the Clerk and Highways Advisory Group should prepare and submit an application to the Substantive Highways Scheme Fund, indicating that the Parish Council were willing to fund up to 50% (£10,000) of the costs involved.

Clerk/
Highways
Adv
Group

39. **Wiltshire's Best Kept Village - Update**

It was noted that in the first (District) round of Wiltshire's Best Kept Village Winsley had been placed first in its category. The Maintenance Advisory Group were organising preparations ahead of the second round of judging. Volunteers were thanked for their help with the preparations.

There had been some damage to the Village Garden, particularly to the stone walls, by unsupervised children. The Maintenance Advisory Group were working to address this ongoing issue.

Cllr Z Elstone reported that she was looking into possible improvements to the ground surface in front of the gates to the Village Garden.

The possibility of planting trees by the Winsley Stone at the Limpley Stoke Road junction was discussed. The planting of trees as part of the Armistice Day Commemorations had been proposed previously and the Clerk agreed to follow this up.

Clerk

40. **Footpaths**

Cllr Fitzpatrick gave a verbal update on footpaths. He was continuing to look into the process of designating current routes through parts of Murhill nature reserve as formal footpaths. Volunteers had cleared undergrowth from some footpaths and Cllr Fitzpatrick would look into setting out responsibilities for keeping paths clear. An update on the original

footpath audit undertaken in March would be provided at the October Parish Council meeting. Cllr Fitzpatrick intended to update a Parish footpaths map produced some time ago and was also hoping to identify who owns the land through which footpaths pass.

Cllr Fitzpatrick was preparing an article on footpaths for the Winsley Weaver.

41. **Conkwell Noticeboard**

The noticeboard in Conkwell was in a poor state of repair. A small number of residents had responded to a request for views on whether the board should be repaired or replaced, although there was no clear consensus. Replacing the wooden board with an aluminum board was seen to be the most long-term and cost effective solution. Councillors agreed that the Conkwell noticeboard should be replaced with a board similar to the main village noticeboard by the Health Centre. It was noted that this was likely to cost in the region of £600 and councillors agreed that the Clerk could order a new noticeboard.

42. **Policies**

Councillors considered the following policies: Complaints; Vexatious Complaints; Bullying; and Grievance & Disciplinary. No suggestions for revisions were made and councillors approved the policies. All policies were on the Community Website and would be reviewed annually.

43. **Finance**

43.1 Councillors noted payment since the last meeting of £85.01 to Wybone Ltd for an additional dog waste bin.

43.2 Councillors approved payment by internet banking for the following:

- £330 Terry Gapper for stone wall repairs
- £25.30 Cllr Z Elstone for flowers & postage for Wiltshire's Best Kept Village
- £384 Davis Davis Builders for bus shelter roof repairs
- £430 Wiltshire Highways for bus stop hardstanding by Rugby Club
- £578 James Lock for grass cutting (June)
- £610.77 Administration (June)
- £31.20 idverde for emptying dog waste bins (June)

43.3 Councillors approved payment by cheque of £150 to the Valley Parish Alliance for the annual subscription.

43.4 Councillors approved payment by internet banking of regular payments in August:

- £578 James Lock for grass cutting (July)
- £610.77 Administration (July)
- £31.20 idverde for emptying dog waste bins (July)

44. **Advisory Group Reports**

44.1 Human Resources: The Clerk reported positively on a recent Wiltshire Council/SLCC networking & training event that she and Cllr Gilby had attended.

44.2 Finance: The internal auditor's annual report was received and noted. Councillors agreed that the internal auditor's annual fee of £120 should be paid at this point in the year.

44.3 Highways and Transport: Works to improve the Dane Rise/Hartley Farm junction on the B3108 should start in about six weeks.

Wiltshire Highways were reconsidering the request to make the lane between Hartley Farm and Church Farm lanes one way as they had not been considering the correct lane.

Wiltshire Highways would provide a quote on the cost of painting a bus 'cage' on the Limpley Stoke Road by Burghope. It was likely that 50% of the funding would be required from the Parish Council.

In light of some cars being directed by Google Maps to use the footpath from Millbourne Close to access the old village, Wiltshire Highways had suggested installing a bollard on the path by the garage of 8 Millbourne Close. Cllr Barnes would canvas opinion on this proposal.

Councillors agreed that logs should be placed along the verge of Limpley Stoke Road, from Burghope to the B3108 to prevent cars from mounting the verges.

It was noted that vans were being parked regularly in the mouth of the lane to Hartley Farm, causing a hazard and degrading the grass verge. It was agreed that an application for yellow lines along this part of the road should be submitted to Wiltshire Highways. Clerk

44.4 Valley Parishes Alliances (VPA): A report on the VPA Annual General Meeting was received.

44.5 Media and Communications: Councillors considered a request for a notice about a community broadband provider to be put on the Community Website. Councillors felt this could be viewed as support for a private company and therefore it was not appropriate for such a notice to be posted on the Community Website; other avenues of promotion, such as Winsleybay, would be suggested.

44.6 Governance: The Clerk and the Chair were meeting the Head of Estates & Facilities from Dorothy House for an update on the car park works. A summary of this meeting would be circulated to councillors.

The Clerk reported that the Parish Council needed to register with the Information Commissioner's Office. Councillors agreed to pay the annual registration fee of £40.

44.7 Village Hall Committee: It was reported that the dog training sessions were likely to stop from September which would result in a significant loss of funds.

45. **Date of next meeting**

There would be no meeting in August. The next meeting would be on Tuesday 11 September 2018.

Meeting ended 9.35pm.