



Winsley Parish Council

Confirmed minutes of the meeting held on 6 June 2017

8.00pm, Village Hall, Winsley

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

Apologies: None

Members of the Public: Six

12. **Minutes of Meeting**

The minutes of the meeting held on 9 May 2017 were signed as a true record.

13. **Matters Arising**

None.

14. **Declarations of Interest**

None.

15. **Police Report**

A report by PCSO Andrew MacLachlan had been circulated. Only one incident had been reported in Winsley, an unsuccessful attempt at a distraction burglary.

16. **County Councillor Report**

Cllr Kidney reported that a new Wiltshire cabinet had been appointed following the local elections. Cllr Kidney had spoken to Ms Bridgette Wayman, the new highways cabinet member, about the B3108 and she would discuss these issues with Wiltshire Council's Traffic Engineering Manager. Cllr Kidney reported that the next meeting of the Area Board would take place on 14 June 2017 and that he and three other local councillors would rotate the position of Chair on a yearly basis. The next Community Action Transport Group (CAT-G) meeting would take place on 19 June 2017.

17. **Advisory Group Reports**

17.1 Maintenance

Cllr David Elstone had consulted a stone mason regarding possible repairs to the stone pillars in the village garden. It was suggested that a quote should also be obtained for replacing the ornamental balls missing from the tops of the pillars. The steel gates needed repair and painting and one quote of £300 had been received. A quote for repairing the stone wall by the village garden was being sought. Grants might be available for some of these works.

Cllr D
Elstone

It was suggested that a notice should be put up advising that children should not play in the shrubbery area of the village garden as this could be dangerous and destructive. Cllr Zoe Elstone to draft a notice & circulate to councillors.

Cllr Z
Elstone

Cllr Zoe Elstone had received verbal agreement from Selwood Housing that the large tree on their land, close to the footpath to the park, would be removed. Two tree branches had fallen onto the footpath in recent weeks. Councillors

unanimously supported the proposal that Selwood Housing should remove the tree and replace it with something smaller and more appropriate.

Cllr Z
Elstone

The manager of the Central shop had agreed to provide a general waste bin outside the shop, once a bin for dog waste had been installed nearby. Cllr Kidney confirmed that a dog waste bin was ready to be installed in this area.

Cllr
Kidney

17.2 Media and Communications

Terms of reference for this advisory group were being drafted.

17.3 Valley Parish Alliance (VPA)

Cllr Berry would attend a VPA meeting on 5 July 2017 and a VPA meeting on 15 September 2017 focused on transport issues. The Avon Valley Action group were currently concerned with the potential impact of a proposed A46 link road.

17.4 Planning

Some members of the Planning advisory group were attending Wiltshire County Council planning training on 14 June 2017. Terms of reference for this advisory group would be drafted following the training.

18. Public Participation

Dr Trisha Waters spoke about the canal bridge (175) close to Limpley Stoke on the B3108 raising concerns about the speed of traffic on the bridge and pedestrian safety. She had met with Wiltshire's Traffic Engineering Manager in April and was awaiting a report on possible works. Single priority traffic over the bridge was not possible due to insufficient visibility. Other possibilities such as markings for pedestrians and bollards were suggested. Constructing a separate pedestrian bridge was suggested as the ultimate solution, although the significant cost and time of such a solution were acknowledged.

Ms Julia Daniels also spoke about the canal bridge (175) expressing concern about the speed of traffic for residents who live near the canal bridge. Whilst the recent metro counter results showed that, on average, cars were not travelling above the speed limit she suggested that the current 40mph speed limit was too high for traffic coming down the hill. Ms Daniels highlighted difficulties for pedestrians crossing the bridge when cars were parked on the road at this point. Reducing the speed limit to 30mph or installing a speed indicator were discussed.

The Parish Council's Highways advisory group confirmed they were aware of these issues. It was agreed that a member of the Winsley Hill Traffic Action Group would be co-opted on to the Highways advisory group.

19. Policies

The Council received proposed Standing Orders, Financial Regulations and Code of Conduct. These were based on National Association of Local Councils templates with revisions to make them specific to Winsley Parish Council. The Governance group had scrutinised the three policies.

Councillors unanimously approved the Standing Orders, Financial Regulations, and Code of Conduct. These would be published on the Parish Council's webpages and subject to annual review.

Clerk

Other Parish Council policies would be reviewed & considered at the next meeting.

20. **Internal Audit and Budget**

20.1 Internal audit

Councillors noted the Parish Council's income & expenditure from 1 April 2016 to 31 March 2017.

20.2 Annual return

Councillors considered the annual return statement for 1 April 2016 to 31 March 2017. The internal auditor had not raised any issues for consideration by the external auditor. Councillors completed the annual return, ready for submission to the external auditor. It was noted that the annual return must be made available to the public, for a period that covers the first ten working days in July 2017.

Clerk

20.3 Asset register

It was noted that work would be undertaken to identify the most recent information on the Parish Council's asset register and to ensure an up-to-date register was compiled and maintained.

Clerk

20.4 Budget

Councillors noted a proposed budget for 1 April 2017 to 31 March 2018. The budget showed scheduled & likely regular payments based on expenditure in 2016/17. Going forward, advisory groups would be asked to prepare budgets for their area to enable the drafting of an outline budget for the next three years.

Clerk

20.5 Internal & external auditor

Councillors agreed that the Clerk should provide further information to Councillors about the appointment of the internal and external auditors for 2017-18, noting the changing regulations with regard to the appointment of the external auditor.

Clerk

21. **Insurance Renewal 2017-18**

Councillors had approved, via email consultation, renewal of the Parish Council insurance with current providers AON.

22. **Finance**

Councillors approved cheques for the following:

- £1349.68 AON annual insurance renewal
- £578.00 James Lock for grass cutting
- £118.00 SLCC for annual membership for the Clerk
- £31.20 idverde for emptying dog waste bins
- £766.60 payment of the Clerk (April and May 2017)
- £66.60 Karen Sayers for the internal audit

23. **Planning**

23.1) 17/04305/LBC Little Ashley Farm, 187 Ashley Green

No comment by unanimous vote.

23.2) 17/04391/FUL Land to east of Blackberry Lane

Mr Chris Beaver, planning consultant for the application, and Mr John Rose, applicant, spoke. The application proposed the building of a single storey maintenance shed and greenhouse to support a proposed organic farm. The site was inside the greenbelt and close to an AONB and Mr Beaver reported that the plans were intended to be sensitive to the area. Four hundred trees had been planted to conceal the site and more planting was likely. Mr Rose confirmed that the existing access to the site would be used and that traffic to the site was likely to be minimal. Cllr Kidney had visited the site and supported the proposal. Councillors queried what would happen to the site should the organic farm not be successful.

Councillors supported the application to build two single storey buildings to support the proposed organic farm, however, councillors requested that a caveat be included stipulating that should the venture fail the land should be returned to its original use and a further extension of development would not be supported.

Clerk

23.3) 17/05024/TCA 43A Winsley – T1 Conifer removal

No comment by unanimous vote.

24. **Highways**

24.1 Dane Rise footpath

The Parish Council had received plans from the Traffic Engineering Manager for dropped kerbs and a footpath through the verge on Dane Rise, to cost an estimated £3000. Councillors agreed by unanimous vote to fund these highway works and for the Clerk to place the order for the work to be undertaken.

Clerk

24.2 Highways priorities list

The Traffic Engineering Manager had provided costs and plans for items on the Parish Council's B3108 highways priorities list. It was noted that:

- Works at the roundabout by Winsley Road should be undertaken but most of these works should fall under routine maintenance to be funded by Wiltshire County Council;
- Works to Dane Rise and Tynning Road junctions should be considered together and the proposals could go further to improve safety here, such as installing a pedestrian crossing;
- The Parish Council remained committed to reducing the speed limit on the B3108, especially at the Dane Rise & Tynning Road junctions;
- The Ashley Lane junction was less busy so this was a lower priority, but bus cages should be painted on the road;
- Proposals regarding the canal bridge (175) were awaited to see what was practicable. Councillors supported reducing the speed limit to 30mph at this stretch to protect residents and pedestrians accessing the canal.

Additionally, councillors agreed that hard standing was required for the bus stops on Tynning Road (near to Bradford Road).

The Highways advisory group would prepare proposals, taking into account the points above, to take to the next CAT-G meeting on 19 June 2017.

Cllrs
Barnes/
Warren

24.3 Winsley Hill traffic and road safety by canal bridge (175)

In addition to previous discussion (minutes 17.1 & 24.2) it was suggested that an independent highway engineer could be engaged to make proposals addressing all issues in relation to road and pedestrian safety by the canal bridge. It was noted that employing a highway engineer would be a significant cost.

25. **Maintenance Advisory Group Membership**

Councillors agreed that the Standing Orders allowed the co-option of members of the Parish to advisory groups; co-opted members would have no voting rights.

26. **Date of Next Meeting**

Tuesday 4 July 2017, 8.00pm, Winsley Village Hall.

The meeting finished at 9.55pm