



**Winsley Parish Council**

**CONFIRMED Minutes of the meeting held on 5 December 2017**

8.00pm, St Nicholas Church Hall, Winsley

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

**Apologies:** Ed Gilby

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

**Members of the Public:** Four (three left after item 92.1)

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89. **Declarations of Interest**

None.

90. **Minutes of Meeting**

The minutes of the meeting held on 7 November 2017 were signed as a true record.

91. **Public Participation**

Members of the public wished to speak about planning items and it was agreed that comments would be taken under the relevant agenda items.

92. **Planning**

**92.1 Conkwell Grange:** The owners of Conkwell Grange and their planning consultant gave a verbal briefing about future developments at Conkwell Grange. The estate had been subdivided and the stables were now under separate ownership. Restoration work on the main house was underway. Plans for restoring and maintaining the gardens, woodland and vegetable plot were being developed. The estate included six ancillary cottages now in poor condition. The owners would consider the future of these cottages and submit planning applications in due course. The owners stated that Councillors would be welcome to visit the property to provide insight into any planning proposals.

The Chair thanked the owners for providing this initial information and welcomed continued liaison with the Parish Council as plans developed.

**92.2 Consultation on Wiltshire Local Plan Review:** The Council noted the Wiltshire Council consultation paper on the Wiltshire Local Plan Review. A resident with previous planning experience commended the Plan for leaving greenbelt land boundaries unchanged, noting that the Winsley area included elements of greenbelt land. Councillors agreed that a statement outlining the Parish Council's support for maintaining the current greenbelt boundaries, as stated in the Wiltshire Local Plan review, should be submitted in response to the consultation with the exact wording circulated to Councillors for agreement after the meeting.

Clerk

Cllr Kidney suggested that Wiltshire Council had a robust five-year plan in place for housing supply which would meet government set targets.

Councillors highlighted the issue of change of use of buildings from agricultural to residential in greenbelt land (*discussed further under item 93 below*).

93. **Matters Arising**

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

**Minute 87.2:** Cllr Barnes confirmed that bus 'cages' were now always painted in yellow.

**Minute 69:** A letter had been received from Openreach in response to the Parish Council's letter outlining issues with broadband and telephone outages in the area. The response letter had been posted on the Winsleybay page on Facebook, as this was where many concerns had been reported.

Minute 71.2: A reclaim for the VAT paid by the Parish Council for the last three years had been submitted.

Minutes 46, 76: Cllr Berry continued to liaise with Wiltshire Council and to consider good practice in relation to snow and flood plans, noting that any initiatives would be for implementation in 18/19. Identifying a 'safe walking route' that was kept clear from snow/ice to the School, shop and Health Centre was one suggestion.

Minutes 49, 76: Cllr Berry reported that his investigation into invoking Article 4 to prevent the change of use of buildings from agricultural to residential in greenbelt land indicated that it was likely to be difficult and potentially expensive for the Parish Council to use effectively. Noting that all changes or development within greenbelt land had to go through due planning process, it was agreed that the Parish Council would continue to use the planning process to question proposals that related to development or change of use within greenbelt land in the area. Cllr Berry suggested that having a Village Plan would help make a clear statement on planning within the parish area.

94. **Police Report**

A report by PCSO MacLachlan had been circulated. There were no crimes of note reported in the area.

95. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- Dementia Friendly BoA had been launched. Local businesses had been presented with awards for making dementia friendly revisions;
- Residents requiring repeat prescriptions were encouraged to submit these early over the Christmas period and a message about this would be put on the Winsley community webpage.
- The last Area Board had focused mainly on items relating to Bradford on Avon. The next meeting would be in South Wraxall on 24 January 2018; the February meeting would be held in Winsley.

Clerk

Cllr Kidney had met with staff from Wiltshire Council's School Place Planning Team to question why Wiltshire Council were not making funds available for an additional classroom at Winsley Primary School and to explore alternative sources of funding. Staff from the School Place Planning Team stated that the figures used to plan school admissions did not indicate a need for additional space at Winsley Primary School in the future.

Councillors agreed that Cllr Kidney, on behalf of the Parish Council, should meet with Winsley Primary School's leadership team to discuss the information and views provided by Wiltshire Council regarding potential development of the School. Cllr Baddeley also agreed to act as a representative of the Parish Council in discussions with the School.

Cllr  
Kidney

Councillors supported the School's aims of meeting the needs of the local community and continuing to be an outstanding school.

96. **Community Area Transport Group (CATG) Report, 4 September 2017 meeting**

A written report on the CATG meeting had been circulated by the Highways and Transport Advisory Group, and it was noted that:

- Wiltshire Highways would submit revised proposals to improve safety at the B3108 / Dane Rise / Hartley Farm Lane junction, including improved road junction signage and centre road hatching extending beyond the Tynning Road junction (in the Bradford on Avon direction);
- Results from the topographic survey of the B3108 by the canal bridge were awaited. An invoice for £825 had been received, £225 more than estimated, and the Clerk had contacted Wiltshire Highways querying this higher amount;
- Wiltshire Highways would not fund the proposed extension of hardstanding by the bus stop on the B3108 by the Ashley Lane junction, estimated at a total cost of £860. CATG were likely to fund 50% of the total costs if the Parish Council committed to fund 50%. Councillors agreed to fund 50% of the cost of extending the hardstanding by the bus stop on the B3108. This would be considered at the next CATG meeting.

- The gas pipe holding up works on the Dane Rise crossing had been repositioned. In light of concerns raised by a resident, CATG considered online maps of crossing point and had agreed that the proposed route was the only option.

97. **Precept**

Cllr Davies introduced the budget and accompanying notes that had been circulated to Councillors. Total expenditure for the year was expected to be close to £30,000, leaving a balance of approximately £34,000. Councillors considered annual running costs and other projected costs for 2018/19. Taking into account the need for an election reserve, locum reserves and general reserves, Councillors agreed that the Parish Council should allocate £12,000 as a reserve. It was noted that next year the Council could take a more participatory budgeting approach, including using discussion at the Annual Parish Meeting to help identify spending priorities.

Following discussion, Councillors agreed that the precept for 2018/19 should be set at £26,000, an increase of 2.76% per household. The Clerk would confirm this with Wiltshire Council.

Clerk

It was noted that Mr Tony George had been appointed as the internal auditor for 2017/18.

98. **Policies**

Councillors received a revised Communications Policy, noting that the proposed Social Media section had been removed. A section on Social Media would be included once the Parish Council had had time to consider its approach to using social media. Councillors approved the Communication Policy for publication on the community web pages.

A draft Volunteer Policy was received. Some elements were still under review and a final version would be brought to the January meeting.

99. **Dorothy House Liaison**

It was agreed that rather than identify a Parish Councillor to take on a formal liaison role with Dorothy House, the Clerk would be the point of contact, as with other institutions or groups in the area. The need for transparency in communications was noted.

Some residents living close to Dorothy House had reported that some individuals attending the Santa Dash event had parked inconsiderately on nearby roads. The Clerk agreed to contact Dorothy House to see if anything more could be done to prevent this at future events.

Clerk

100. **Finance**

Councillors approved payment by internet banking of the following:

- £58.80 Heartsafe for annual monitoring of defibrillator (Turleigh)  
Councillors agreed that the Parish Council would pay ongoing maintenance costs for the two defibrillators. The Clerk would look into any other likely costs, such as the replacement of batteries.
- £289 James Lock for grass cutting (November)
- £205 James Lock for Murhill strim
- £607.60 Administration (November)
- £31.20 idverde for emptying dog waste bins (October)
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- £1390 Wiltshire Highways for the drop kerb works by the bus stop in Tynning Road.

Clerk

101. **Advisory Group Reports**

**101.1 Human Resources:** The Clerk had attended two useful training events run by the Society of Local Council Clerks.

**101.2 Highways:** A report had been circulated highlighting that:

- Parking in Tynning Road by the shop, Health Centre and School continued to be problematic, particularly at peak times. Vehicles parking opposite the bus stop caused traffic to build up when the buses were stopped. Vehicles continued to park at the top of the School driveway and on the pavement in Whitehorse Road.

- Tynning Road would be closed between The Mead and the B3108 for footpath reconstruction between the 10-12 January 2018. The 265 bus would be diverted along the Bradford Road, missing out stops by the Rugby Club and the Tynning Road shops.
- Resurfacing of the B3108 below the railway bridge at the foot of Winsley Hill had been completed.

101.3 Valley Parishes Alliances (VPA): The VPA had met with Highways England to discuss issues with trunk roads and a possible A36/A46 link road. Discussions about a potential A36/A46 link road and alternatives to alleviate traffic congestion were ongoing.

101.4 Maintenance: A report had been circulated highlighting that:

- Maintenance of the Peace Garden had been undertaken by volunteers, with further work planned for the Spring;
- The Parish Steward had done a good job of clearing leaves, debris and repairing potholes. Councillors appreciated the role he undertook and agreed that he should be thanked formally for his work in Winsley;
- Advice was being sought from a horticulturalist on possible improvements to the area at the end of Fieldins;
- Cllr Z Elstone had contacted Wiltshire Council about problems caused by trees adjacent to the School fence by White Horse Road and about the removal of leaves.

Clerk

101.5 Governance: Two applications had been received for co-option, which would be circulated to Councillors, and formal consideration of the applications would take place at the January Parish Council meeting.

101.6 Planning: It was reported that a fence had been put up redirecting the footpath from Elbow Cottage to Murhill. It was unclear whether formal approval had been sought for this change.

102. **Date of next meeting**

Tuesday 9 January 2018, 8.00pm, St Nicholas Church Hall, Winsley

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The meeting ended at 9.40pm.

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