



Winsley Parish Council

CONFIRMED Minutes of the meeting held on 9 January 2018

8.00pm, St Nicholas Church Hall, Winsley

Parish Councillors Present: Ed Gilby (Chair), John Barnes, Ian Berry, Robin Davies, David Elstone, Zoe Elstone, Johnny Kidney, Richard Warren, Paul Fitzpatrick (*from minute 108 onwards*)

Apologies: Jane Baddeley, Linda Ladner

In attendance: Selina Jobson (Parish Clerk)

Members of the Public: Five

103. **Declarations of Interest**

None.

104. **Minutes of Meeting**

The minutes of the meeting held on 5 December 2017 were signed as a true record.

105. **Police Report**

PCSO Andrew MacLachlan was in attendance and highlighted points from his report which had been circulated. He reported on Community Speed Watch, a scheme in which people were trained and given equipment to record the speed of passing vehicles; some local villages were involved. There were no crimes of note reported in the local area.

106. **Public Participation**

A resident who had applied to fill the casual vacancy on the Parish Council spoke to introduce himself.

107. **Co-option to Fill Casual Vacancy**

The Chair explained that councillors were being asked to vote for one of two applicants to fill the casual vacancy on the Parish Council. Information from both applicants had been circulated to all councillors. One candidate was unable to attend the meeting due to an unavoidable work commitment. The Chair reported that Cllr Baddeley had, in her absence, submitted a sealed vote. Councillors agreed that the vote could be accepted, although in future any such submissions should be signed across the seal of the envelope.

Councillors voted, via secret ballot, for one of two candidates who had applied for the role. The Clerk announced that councillors had, by majority vote, co-opted Mr Paul Fitzpatrick to the role of Parish Councillor. Mr Fitzpatrick signed a declaration of acceptance and joined councillors at the meeting.

108. **Planning**

108.1 Dorothy House

Councillors accepted that there was a need to remove the trees listed in the application to allow construction of the car park extension. However, the landscape plan showing replacement planting was not clear.

Councillors supported the application but noted that a clearer plan should be produced before the application to remove the trees indicated was granted.

108.2 Chestnut Cottage

The work proposed appeared to be a good design, would modernise the living space, and was not felt to impact on its surroundings. However, the Design Access Statement was missing from the documents and the trees affected by the development were not marked on the site plans as stated.

Councillors supported the application but noted that the Design Access Statement should be included and the site plans updated to indicate the relevant trees before the application was granted.

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

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

Minute 92.2 A statement from Winsley Parish Council supporting the retention of current greenbelt boundaries had been agreed by councillors following the meeting and had been submitted in response to the consultation on the Wiltshire Local Plan Review;

Minute 97 The precept request for 2018/19 had been submitted to Wiltshire Council;

Minute 99 Dorothy House had been contacted about parking arrangements for events and would liaise with the Parish Council ahead of any future events;

Minute 101.4 The Parish Steward had been formally thanked by the Parish Council for his work in the village;

Minute 46 Cllr Berry was progressing with work on a snow and flood resilience plan.

110. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- The next Community Area Traffic Group (CATG) meeting would take place on 19 February 2018;
- The next Bradford on Avon Area Board meeting would take place on 24 January 2018 at South Wraxall. The following Area Board would be held in Winsley;
- 1400 people responded to Wiltshire Council's consultation on car parking and 63% had supported increases in parking charges which would come into effect shortly;
- A new 'Sports for All' funding scheme had grants available of up to £400 for clubs looking to attract new members. Details were on the Wiltshire Council website and the deadline for the next round of funding was 31 January 2018;
- A consultation by the Police & Crime Commissioner on the level of the policing part of the precept was underway until the end of January.

Cllr Kidney reported that following discussion at the last meeting he had contacted Winsley Primary School's leadership team regarding school admission numbers and the proposed building expansion plans. Cllr Kidney had also sought further information from Wiltshire Council's School Place Planning Team regarding admissions numbers. There was still some lack of clarity over the causes of the recent growth in pupil numbers at the School. The School had recently announced their intention to join Palladian Academy Trust, a multi-academy trust led by Ralph Allen secondary school. Becoming an academy school would give the School greater control over their pupil admissions.

Cllrs Kidney and Baddeley had been invited to attend part of the School Governors meeting on 25 January 2018 to further discuss pupil admissions and the School's plans for a new classroom.

Councillors wanted clarification of statements made by the School at the Parish Council Meeting on 7 November 2017, in which the growth of pupil numbers was attributed to rising numbers of local children attending the school. If the number of children from outside the catchment area increased this was likely to have traffic and parking implications.

Councillors agreed that the Chair should write to the Head of Winsley Primary School seeking clarification of numbers stated at the November meeting and asking for an indication of the potential impact of multi-academy status on pupil recruitment at the School.

Chair

111. **Winsley Cricket Club Grant Request**

The President, Secretary and Pavilion Manager of Winsley Cricket Club (WCC) attended for this item. WCC were fundraising for a new septic tank as the current one was very old and experiencing major problems. The President of WCC reported that use of the grounds had increased significantly over recent years and this was putting a strain on facilities. Details of the WCC's activities had been circulated to councillors ahead of the meeting; plans of the proposed septic tank and details of the WCC accounts were made available at the meeting.

The total cost of replacing the old septic tank was approximately £16,000. WCC had some money set aside for the works and intended to do some further fundraising. WCC would also be submitting a grant application to the Area Board.

In 2017 WCC had had approximately 50 senior players and 80 young people attending the Club or practice sessions. WCC ran adult and youth teams, as well as hosting school events

and summer camps for children. It was noted that WCC included residents of Winsley and a significant number of people from surrounding villages and areas.

A vote was taken on whether Winsley Parish Council should provide £400 towards the cost of replacing the septic tank at the WCC. Councillors voted unanimously to provide £400 to WCC and to support the grant application to the Area Board.

112. **Volunteer Policy**

Councillors considered a proposed Volunteer Policy. The need to ensure the safety of all volunteers was recognised. The Clerk confirmed that Parish Council's insurance policy applied to volunteers undertaking less hazardous work on behalf of the Parish Council. There was discussion about the level of detail and requirements included in the proposed policy.

Councillors approved the Volunteer Policy, and agreed to review the policy and how it was working in practice, in January 2019.

It was noted that the Parish Council would need to provide Personal Protective Equipment, such as high visibility tabards, and possibly other equipment for use by volunteers. This would be looked into and any requests brought to a future meeting.

113. **Armistice Day Centenary – Commemoration Events**

Mr Phillip Bush had emailed the Parish Council, and other local contacts, regarding ideas for events in Winsley to commemorate the Armistice Day centenary in November 2018. Councillors agreed that Cllr Gilby and Cllr Davies would offer support, as required, on behalf of the Parish Council.

Cllr Barnes reported that the Winturwell WI were knitting woollen poppies for display; the Church had agreed to display some of these woollen poppies. A request to display some woollen poppies on the village war memorial would be considered.

114. **Finance**

Councillors approved payment by internet banking for the following:

- £118.80 ILCA online training course for Clerk
- £747.03 Administration (December)
- £31.20 idverde for emptying dog waste bins (December)
- £825 Wiltshire Highways for the topographic survey of Winsley Hill canal bridge

115. **Advisory Group Reports**

115.1 Finance: £2182.81 had been received in reclaimed VAT. The Clerk would meet with the internal auditor shortly for a mid-year review.

115.2 Highways and Transport: A report had been circulated highlighting that:

- Wiltshire Highways were drawing up plans for improvement to signage and road markings by the canal bridge at the bottom of Winsley Hill using the results from the topographical survey. Plans would be considered by the Parish Council once available;
- Wiltshire Highways had submitted a revised plan and costings for possible improvements to the B3108 junction with Dane Rise / Hartley Farm. Councillors to consider the plan and costings and to forward comments to Cllrs Barnes & Warren. The proposals would be considered at the CATG meeting on 19 February 2018. *[Note: The plan & costings had been omitted from the papers and were forwarded to councillors after the meeting.]*

115.3 Valley Parishes Alliances (VPA): In response to a resident who had enquired about the Parish Council's position on any potential A36/46 link road Cllr Berry had confirmed that the Parish Council did not take a position on this issue.

115.4 Media and Communications: A report had been circulated outlining some initial ideas intended to improve two-way communication between the Parish Council and residents across Winsley. Cllr Barnes and the Clerk would meet to take forward ideas. Cllr Fitzpatrick was invited to attend this meeting.

115.5 Maintenance: A roofer had looked at the roof of the bus stop opposite the Seven Stars; proposals and costs for repairs would be brought to the Parish Council. The hedge alongside the lane by Winsley Cricket Club had been cut back by Mr Godwin. It was agreed that the councillors responsible for maintenance would write a letter of thanks. Problems with dog fouling on the pavements was noted; it was suggested that more penalty signs might reduce

Main.
Adv
Group

the problem. Lettering on dog waste bins could also be altered to indicate that these were for dog waste only to help prevent the bins becoming full.

115.6 Governance: The Winsley Civil Parish Annual Meeting would be held in April 2018; the exact date was being finalised. The Parish Council were keen for residents of the Winsley area to attend and to bring forward comments and ideas. Councillors were asked to contact the Clerk with any suggestions for this meeting.

116. **Date of Next Meeting**

Tuesday 6 February 2018, 8.00pm, St Nicholas Church Hall, Winsley.

Meeting ended 9.55pm.