



Winsley Parish Council

CONFIRMED Minutes of the meeting held on 2 April 2019

8.00pm, St Nicholas Church Hall

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

Apologies: Richard Warren

In attendance: Selina Jobson (Parish Clerk)

Members of the Public: None

159. **Declarations of Interest**

Cllr Fitzpatrick declared an interest in planning application 19/03081/TCA.

160. **Exclusion of the Press and Public**

Councillors agreed to exercise their right to exclude the public and press from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 in relation to agenda item 15, Clerk's Appraisal.

161. **Minutes of Meeting**

The minutes of the meeting held on 5 March 2019 were signed as a true record.

162. **Public Participation**

There were no members of the public present.

163. **Planning**

- 19/02293/FUL Cumberwell Park Golf Club, BA15 2PQ: Proposed drainage improvement works to golf driving range, temporary access and associated works.

No comment.

- 19/02410/FUL 174C Bradford Road, BA15 2HN: Creation of first floor storey to allow for additional amenity space, and a single storey rear extension at ground floor level.

No comment.

- 19/02436/VAR 283 Green Lane, Turleigh, BA15 2HH: Variation of condition 2 of 18/04059/FUL (Demolition of the existing 1st floor extension, excavation of the bank and construction of a new extension over ground and 1st floor levels).

Concerns were raised that creating a break in this prominent wall was not in keeping with the Conservation Area. It was not clear if the planning variation was to extend the size of the opening in the wall. It was agreed that the Planning Team would clarify the proposed variation and circulate proposed comments by email.

- 19/02566/TCA 261 Cottles Lane, BA15 2HJ: Reduce two Yew trees by 30%; reduce height of another Yew tree by 4.5m.

No comment.

- 19/02569/TCA Burghope Manor, BA15 2LA: Reduce height of two Yew trees by 4.5-6m; remove holly tree; fell Lime tree.

No comment.

- 19/02740/TCA 152 Winsley, BA15 2LH: Several Cypress trees (forming hedge) – monolith to 3.5m.

No comment.

- 19/03081/TCA 153 Winsley, BA15 2LH: T1-T5 Leylandii; T6-T10 Cypress.

No comment.

Cllr Kidney reported on a local incident outside of Winsley parish where lime trees had been cut back beyond the planning permission granted; the incident had been reported to the

police. The importance of considering all proposed tree works was noted; some councils found it useful to receive informal advice from residents who had experience in this area.

164. **Clerk's Report**

The Clerk reported on progress with actions arising from previous meetings, noting that:

- Hiscocks Engineers had undertaken works to repair the park gates;
- An additional dog waste bin had been installed by the Rugby Club;
- Winsley Hill Traffic Action Group had agreed to produce a costed project plan to be presented to a future Parish Council meeting;
- Wiltshire Highways had been contacted about including a no waiting restriction starting from the canal bridge on the B3108 & extending 200m towards Winsley. A map showing the proposed no waiting zone had been requested.

The Clerk also reported on enquiries from residents:

- A resident had raised a query regarding works taking place at 3 Tynning Road. This had been referred to Wiltshire Council's Planning Team and the response from the Planning Team had been reported back to the resident concerned;
- A resident had queried some elements of the residential road safety survey design and results, providing some further analysis of results. Councillors considered that the survey had provided useful numerical data and comments from residents, but that the results did not indicate a specific road safety issue requiring action and funding at present. A further review of responses had not altered that conclusion. The Clerk would respond on behalf of the Parish Council.

Clerk

165. **Police Report**

A police report had been received, with no incidents of note reported in Winsley during the past month. Wiltshire Police were running a month-long campaign, 'On the Beat', throughout April to raise awareness of the importance of local policing.

166. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- Michelle Donelan MP was running a Crime Forum from 5.30pm on 18 April 2019 in St Margaret's Hall where residents were welcome to raise any concerns about crime in the community;
- The Boundary Commission had accepted most of Wiltshire Council's recommendation arising from the Local Government Boundary Review. Monkton Farleigh and South Wraxall would become part of the Winsley and Westwood Unitary Council Division from the Wiltshire Council elections in May 2021;
- Following a campaign opposing Wiltshire Council's proposal to close three special schools, Rowdeford, Larkrise and St Nicholas, and to build a new school at Rowdeford, Wiltshire Council had re-opened the consultation on the provision of special schools until 6 May 2019. Comments made during the previous consultation period would be carried forward but additional comments could be made. Cllr Kidney would promote this consultation via Winsleybay;
- The Bradford on Avon Area Board had provided an update on youth services. Cllr Kidney had asked for pro-active outreach and communication to ensure the services were promoted to the surrounding villages. The first village event would be held in Westwood, from 10am to 12noon on 9 April 2019;
- Applications could be made to Wiltshire Council for litter picking equipment to be used as part of any 'Spring Cleaning' events held in April. Bradford on Avon Area Board also had a stock of such equipment that community groups could borrow.

167. **Budget 2018/19**

Councillors received and noted a budget update for 2018/19.

The Clerk had received the Annual Governance and Return (AGAR) forms for completion and would finalise the end-of-year figures as part of the process of completing the AGAR. Councillors were asked to submit any likely requests for funds during 2019/20 to the Clerk ahead of the next meeting so that these could be included in a 2019/20 budget for the next meeting.

All cllrs

168. **Footpath Resurfacing**

The Clerk had received three quotes for relaying the footpath through the play park. These had been considered by the Chair, Vice-Chair and Maintenance Advisory Group. Since obtaining these quotes Wiltshire Council had confirmed that the footpath between the park and the end of White Horse Road (alongside Acorns) did not belong to Wiltshire Council and would therefore not be included in any footpath works they were undertaking. An initial quote put the cost of relaying both paths at around £7000. Further quotes were being sought.

Councillors agreed in principle that the Parish Council should fund works to relay the path through the play park and the adjoining path running from the park to the end of White Horse Road.

Councillors agreed that once further quotes had been received the Chair, Vice-Chair and Maintenance Advisory Group could make a recommendation on how to proceed via email to all councillors.

169. **Wiltshire's Best Kept Village Competition 2019**

Councillor Z Elstone reported that the booklet of information to be included as part of Winsley's entry for Wiltshire's Best Kept Village Competition 2019 was nearly complete.

Councillors agreed that several copies of the booklet should be printed professionally.

Councillors noted their thanks to Mr Robert Drower for his work in putting the booklet together.

170. **Annual Parish Meeting, Wednesday 24 April 2019**

It was agreed that the local environment and local volunteering would be the theme of the Annual Parish Meeting. The meeting would include a report on the Parish Council's year and time for comments and questions.

Councillors agreed that the West of England Falconry would be asked to bring some birds of prey and to give a presentation at the Annual Parish Meeting, and that the Parish Council would make a donation of £100 to the charity.

Councillors agreed that a booklet of information should be printed for distribution at the meeting.

Promotion of the event would be via the Community website, banners and Winsley Weaver. The Clerk would invite local groups to attend.

171. **Finance**

Councillors noted payment of the following:

- £21.30 Clook internet upgrade

Councillors approved payment of the following:

- £610.77 Administration
- £31.20 idverde for emptying dog waste bins
- £504.88 James Lock for grass cutting

Councillors agreed to a request from James Lock for payment in nine equal installments from April to December.

172. **Advisory Group Reports**

172.1 Highways and Transport:

- A consultation on two no waiting zones, one in Dane Rise and one at the junction of Dane Rise, the lane to Hartley Farm and the B3108, was running until 8 April 2019. Further details had been posted on the Community website.
- Information required as part of the process for considering the designation of the path through Murhill to Quarry Close as an official footpath had been passed to Wiltshire Council.

172.2 Media and Communications:

- Cllr Fitzpatrick had completed an upgrade to the Community website.
- The next quarterly Parish Council update email would be sent out via the Winsley community email list in April.

172.3 Maintenance: A report had been circulated and it was noted that:

- A quote for £800 had been received for the installation of a 6ft chain link fence alongside the wall between the Seven Stars car park and the Village Garden. In discussion it was felt that this might not solve the problem of damage to the shrubs and trees. Councillors agreed not to go ahead with a fence at this point in time.
- Councillors agreed that up to £300 could be spent by the Maintenance Advisory Group on shrubs and bushes to be planted in the Village Garden to fill in gaps in the existing shrubbery.
- Work to get quotes for replacing the ground surface by the gates to the Village Garden was ongoing.
- Maintenance events were proposed for Saturdays 13 and 27 April, between 10am and 1pm and all volunteers would be welcomed.

172.4 Village Hall Committee: The Village Hall Committee's Annual General Meeting would take place on 16 April 2019 at 7.30pm.

173. **Clerk's Appraisal**

As agreed at the start of the meeting (minute 160) the meeting was closed and the Clerk left the room. Councillors received a summary of the Clerk's appraisal and noted a pay increase in accordance with the National Association for Local Councils (NALC) 2019/20 pay awards. NALC had revised the pay scale points and the Clerk's contract would be updated accordingly.

Councillors agreed that the Parish Council would fund the Clerk to undertake the Certificate in Local Council Administration (CILCA), noting that the Clerk had completed ILCA this year.

174. **Date of next meeting**

Annual General Meeting, Tuesday 7 May 2019, 8.00pm, Winsley Village Hall, followed by Parish Council Meeting.

Meeting ended 9.50pm.