



Winsley Parish Council

DRAFT Minutes of the meeting held on 4 June 2019

8.00pm, Winsley Village Hall

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

Apologies: Linda Ladner

In attendance: Selina Jobson (Parish Clerk)

Members of the Public: Nine

17. **Declarations of Interest**

None.

18. **Minutes of Meeting**

A clarification to Minute 6 was reported by the Clerk. The minutes of the meeting held on 7 May 2019 were then signed as a true record.

19. **Public Participation**

A resident spoke to the agenda item on designating a well-used footpath through land owned by Avonpark Retirement Village as a formal right of way. He noted that the path passes close to caves inhabited by bats (designated an SSSI). He was concerned that designating the path as a formal right of way would lead to increased use of the path and would be potentially detrimental to the local environment. Another section of the path passed through the Murhill Nature Reserve (Parish Council land). Volunteers currently maintained this path and it was noted that maintenance of the path surface would be the responsibility of Wiltshire Council if the footpath was formally designated as a Right of Way.

Cllr Fitzpatrick asked to respond and it was agreed to take the footpaths item at this point. Cllr Fitzpatrick reported that this request to consider designating this footpath as a formal right of way had been submitted in 2017. Wiltshire Council had responded recently and the Rights of Way Team, Mr Millard and Mr Crook, had undertaken a survey of the path. The Manager of Avonpark Retirement Village had expressed her support for the proposal. There were a number of stages in the process to designate a formal right of way and this was in the early stages.

The footpath was currently marked on the Ordnance Survey map but not as a public footpath. The benefits of designating the footpath as a right of way were identified as securing the path for the future and that Wiltshire Council would have responsibility for maintaining the surface of the footpath.

A resident reported on a footpath in a nearby parish that ran alongside an area inhabited by bats and through a nature reserve without detrimental impact to either.

Councillors agreed that the Parish Council would not undertake any further work on this matter until they had received information from the Rights of Way Officer at Wiltshire Council. If the proposal were to go ahead then the need to publicise this to residents was noted.

Three residents attended the meeting in relation to the agenda item on developing a strategy to improve the environment on the B3108. One resident expressed concerns about the speed limit on the B3108 and its increased use by larger freight vehicles. It was suggested that the bridges at the bottom of Winsley Hill were not designed for larger vehicles and current usage levels might result in damage to the bridges. Another resident spoke to report accidents that had occurred on the B3108. The centre markings on the road were worn away and the resident expressed concern that vehicles parked at the bottom of the hill jeopardised road safety, especially at weekends when the number of parked vehicles increased.

A response would be given under the specific agenda item.

20. **Skate Ramp**

A resident and his son presented a proposal for a skate ramp in the village. A single wooden ramp was proposed, with the suggestion that the costs for this, estimated at £1500, could be met from Community Infrastructure Levy money. A wooden ramp would last for about three years if well looked after and covered during winter. It was suggested that having a skate ramp would benefit children in the area by providing them with a sociable outdoor activity.

In discussion it was noted that:

- A similar proposal considered several years ago had not come to fruition because a suitable location could not be found;
- The noise generated by skateboards on a ramp was significant and any location should take into account the proximity of houses;
- Bradford and Winsley Community Sports Association (BAWCASA) owned land by the Rugby Club and it was suggested that they be approached about a possible location. A potential issue with children crossing the B3108 to reach this location was noted.
- Money might be available from a community grant scheme to fund some of the project.

It was agreed that the proposers of the skate ramp should look into possible locations for such a ramp and that Cllr Kidney would provide contact details for BAWCASA.

21. **Tree Planting**

A resident proposed a programme of planting trees in Winsley to increase carbon capture through vegetation in response to concerns about climate change. An important element of the proposed programme would be the involvement of local people, with a focus on involving local children. Consideration would need to be given to where trees could be planted. A suggestion for planting trees on verges alongside the B3108 was noted, although advice from Wiltshire Highways would be required.

It was suggested that the project could be expanded to look more broadly at ways of managing the local natural environment to gain environmental benefit. It was suggested that other local parish environmental groups could be contacted.

Councillors agreed to support the proposed plan for the planting of additional trees in Winsley and agreed that Cllrs Warren & Baddeley should be involved with this project.

Cllrs
Warren &
Baddeley

22. **Planning**

- 19/03893/FUL 19 Dane Rise, BA15 2ND: Proposed single storey rear extension.
The materials to be used in this development match those used throughout this property; there are no potentially contentious aspects to this design.
No comment.
- 19/04728/TCA Wayside Coach House, 262 Turleigh, BA15 2HF: T1 Ash – fell to ground level due to damage to retaining wall.
the tree is of no arboricultural significance and does not contribute in a significant way to the character of this area of the village.
No comment.
- 19/03549/LBC Turleigh Mill Cottage, BA15 2HF: Replacement of metal Crittall windows to upper floor with wooden windows in the same style as windows to the link.
The changes relate to the annex adjacent to the listed water mill. The cottage/two storey outbuilding is accepted as being of little architectural merit and visually detached from the original historic mill building. It is felt that the proposal would not harm the character and setting of this listed building.
No comment.

Draft Claverton Neighbourhood Plan

The draft Claverton Neighbourhood Plan was considered to be well thought out with the intention of conserving the nature of the village and its surroundings. Councillors agreed that comments supporting this plan should be submitted as part of the consultation process. Councillors agreed that consideration be given to producing a village plan for Winsley. Cllr Kidney and Cllr Berry to bring forward a proposal to the next meeting.

Cllrs
Kidney &
Berry

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

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

- Progress had been made with completing the form to nominate Winsley Central Stores as a Community Asset;
- Heartsafe had provided information on the process of monitoring the defibrillators. The Clerk had received confirmation that it was still the intention to raise enough money to buy a third defibrillator to be installed by the shop/Health Centre; an article about this was planned for the Winsley Weaver. Further information about the monitoring of the defibrillators was to be provided. The defibrillators had been installed some time ago and it was noted that parts needed replacing after four years;
- Cllr Fitzpatrick reported that he would install a handrail alongside the uneven steps on a footpath in Murhill;
- Winsley Hill Traffic Action Group had provided an update since the last meeting;
- Enquiries from residents were noted.

The Clerk reported on contact from Winsley Bowls Club about putting up a new noticeboard. No lease, or other, document had been found to clarify a process for Parish Council involvement in considering such a proposal. It was suggested that as the Bowls Club leased the land from the Parish Council the Council had a role in considering any such changes. The Bowls Club was within the Conservation Area and it was suggested that the aural and visual amenity of items such as flagpoles and noticeboards should be considered by the Parish Council. A possible road safety issue with locating items close to the roadside was raised. Although no planning issues had been identified, any concerns about possible planning issues could be reported to Wiltshire Council's Enforcement Team.

It was agreed that the Clerk and the Chair should meet with representatives of Winsley Bowls Club to clarify the relationship and processes between the two organisations.

Chair &
Clerk

24. **Police Report**

A Community Policing report had not been received. Two crimes reported in Winsley in the last month were noted, including a robbery from Winsley Central Convenience Store.

25. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- Baroness Jane Scott will step down as leader of Wiltshire Council and a new leader will be appointed on 9 July 2019;
- There had been some successful prosecutions of fly-tipping in the county; residents could report any incidents of fly-tipping through the My Wilts app or webpage;
- A three-day event for National Armed Forces Day would take place in Salisbury from 28-30 June;
- Wiltshire's Big Pledge challenge to help people become more active was taking place from 3 June to 14 July 2019;
- In light of additional consultation regarding the provision of special schools a more gradual move to consolidate provision from three sites into one site had been proposed;
- The next Bradford on Avon Area Board, on the theme of Climate Emergency and Air Quality will take place on 19 June, 7pm at St Laurence School. Unitary Councillor Johnny Kidney would take over the Chair of the Board for a year as part of a rotation of councillors.
- The next Community Area Transport Group meeting will take place on 24 June, 4pm at County Hall.

26. **Annual Governance and Accountability Return (AGAR) 2018/19**

26.1 Section One of the AGAR for 2018/19

The Clerk reported that internal auditor had completed and signed the Annual Internal Audit Report; no issues had been raised. Councillors considered the statements relating to the preparations of the Accounting Statements in Section 1 of the 18/19 AGAR and approved agreement with all the statements (excepting Trust Funds which do not apply to Winsley Parish Council).

26.2 Section Two of the AGAR for 2018/19

Councillors received a spreadsheet of figures used to calculate the Accounting Statements and noted that these had been reviewed by the Finance Advisory Committee. Councillors approved the figures provided in the Accounting Statements in Section 2 of the 18/19 AGAR.

The Clerk reported that the dates for the period of the exercise of public rights would be from 17 June to 26 July 2019.

27. **Revisions to Standing Orders and Financial Standing Orders**

27.1 Revisions to the Standing Orders

The Clerk reported that National Association for Local Councils had revised the Model Standing Orders, used as the basis for Winsley Parish Council Standing Orders. No changes to elements specific to Winsley Parish Council were proposed. It was noted that these changes had not been circulated to the Governance Advisory Group prior to circulation to all councillors.

Councillors approved the revised Standing Orders.

27.2 Revision to the Financial Standing Orders

The possible establishment of a Chairman's Allowance was still being looked into and that any proposals would be brought to the next meeting.

28. **Snow and Ice Plan**

Cllr Berry explained the importance of Winsley Parish Council having a Snow and Ice Plan in enabling the Parish Council to access additional help from the Parish Emergency Action Scheme during times of snow and ice. Some further minor revisions to the plan were proposed, and the longer term intention was to develop a broader plan to cover other emergencies.

Councillors approved the Snow and Ice Plan, noting that some minor revisions would be undertaken and that the plan would be developed further in the longer term.

29. **Development of a Strategy for Improvements to the B3108**

Cllr Barnes emphasised the Parish Council's continued support for a reduction in the speed limits along the entire length of the B3108, from Downs View to the bottom of Winsley Hill. In previous discussions, Wiltshire Council had stated that the speed limit was appropriate according to speed limit policy. Cllr Kidney, in his role as Unitary Authority Councillor, had brought this matter to the attention of the Wiltshire Cabinet Member for Highways, Transport and Waste and would continue to campaign for a reduction in the speed limit. He would bring the results of the Parish Council's Residential Road Safety Survey, which highlighted support for a reduction in speed limits on the B3108, to the attention of Wiltshire Council. Winsley Hill Traffic Action Group were also campaigning for a reduction in the speed limit.

Councillors discussed the need for a crossing point near the Hartley Farm/Dane Rise junction. Anecdotal evidence suggested that residents often had difficulty in crossing the B3108, but there was no data on the number of people crossing. It was suggested that councillors and other volunteers could be asked to count pedestrians crossing the B3108 close to the Hartley Farm/Dane Rise junction to provide a more evidence-based case.

Cllr Kidney suggested that improved signage indicating the location of Hartley Farm and that this was a point where pedestrians crossed the road might be of benefit.

Councillors agreed that proposals for improving road safety on the B3108 be taken to the next CATG meeting on 24 June 2019.

30. **Footpaths**

The Clerk reported on a professionally designed footpath map produced for a local parish and had enquired about design and costs of producing a similar map for Winsley. To design and print 1000 maps would cost approximately £500. Further enquiries would be made and local businesses would be approached to gauge interest in contributing to the costs, in return for promotion in the map.

The Clerk agreed to circulate a link to the example of the map to councillors.

Clerk

31. **Finance**

Councillors approves payment of the following:

- £630.00 Administration
- £508.44 James Lock for grass cutting
- £31.20 idverde for emptying dog waste bins
- £198.00 WALC for the Clerk's CILCA portfolio course
- £11.80 Bob Drower for expenses in producing a booklet for the Best Kept Village entry
- £547.43 Came and Company for annual insurance cover

The Clerk noted that last year the Council had agreed to a three-year insurance policy with Came and Company.

32. **Advisory Group Reports**

33.1 Valley Parishes Alliance (VPA): The AGM would be held on 12 June 2019. Cllr Berry asked councillors to consider ways in which the valley might be enhanced and suggested that it would be useful to look at ways of increasing links with other parish councils in the VPA.

33.2 Maintenance: A report had been circulated. It was noted that:

Various projects had been undertaken by a number of residents as part of preparations for the Best Kept Village competition.

Wiltshire Highways had been contacted about problems with overhanging trees and invasive roots along Crossways path (from Saxon Way to Bradford Road) and the Parish Steward had been asked to look into possible works.

33. **Date of next meeting**

Tuesday 2 July 2019, 8.00pm, Winsley Village Hall

Meeting ended 9.50pm.