



## Winsley Parish Council

### CONFIRMED Minutes of the meeting held on 3 September 2019

8.00pm, Winsley Village Hall

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

**Apologies:** Ian Berry

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

**Members of the Public:** One

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52. **Declarations of Interest**

Cllr Fitzpatrick declared an interest in planning application 19/07204/FUL.

53. **Minutes of Meeting**

The minutes of the meeting held on 2 July 2019 were signed as a true record.

54. **Public Participation**

A member of the public explained that he had asked what strategy the Parish Council had towards mitigating climate change at a local level. The Chair noted that this item was included later on the agenda for discussion.

55. **Planning**

Cllr Fitzpatrick left the meeting for this item.

55.1 Councillors considered the following planning applications:

- 19/07589/FUL, 243 Bradford Road, BA15 2HL: Extension of existing house and garage.

The proposed new house and garage represented a 28% increase in volume across all elements (house & garage) but would constitute a relatively small area of the large overall plot. The proposals were considered to have minimal impact on the visual amenity of the area. The property was in Greenbelt, but was not considered to be encroaching on the separation between Winsley and Bradford on Avon, but should not set a precedent for any further development along the B3108 towards Bradford on Avon.

*No objection.*

- 19/07701/FUL, Dalwhinnie 165E Bradford Road, BA15 2HW: Single storey extension.

These are minor single story extensions which will improve the property and have no impact on surrounding properties.

*No comment.*

- 19/07765/PNCOU, Limpley Mill, Lower Stoke, BA2 7FJ: Notification for Prior Approval under Class O - Change of Use from Office (B1a) to 15 residential apartments (C3) with lower ground floor remaining as offices.

This was a reapplication for a development which had received prior approval because the project may not be finished in time. It was a change of use from offices to apartments which would cause little change to the environment.

*No comment.*

- 19/07204/FUL, 153 Winsley, BA15 2LH: Single storey rear extension.

Although 153 Winsley is within the Conservation Area, the scope and nature of the proposed development was considered to have no detrimental effect on either the aesthetics or the historic character of the area. The proposed single storey extension was effectively an infill and would not impinge on neighbouring properties.

*No comment.*

Cllr Fitzpatrick returned to the meeting.

55.2 It was noted that the consultation periods for the following applications had ended and these had been considered by the Planning Advisory Group and comments submitted:

- 19/05966/VAR, 139 Winsley, BA15 2LB: Variation of condition 2 on 16/06851/FUL to allow for a revised proposed site layout plan.
- 19/06546/TCA, Winsley Cricket Club, BA15 2LX: T1 Beech – fell due to continuing limb drop & close location to pavilion.
- 19/06160/FUL, 220 & 221 Conkwell Grange, BA2 7FD: Redevelopment and amalgamation of two residential units (Nos. 220/221) to provide one replacement housing unit and associated landscaping.
- 19/04964/FUL, Merry's Cottage, BA15 2JQ: Two storey extension to the north and single storey extension to the west, with new detached garage.
- 19/07418/TCA, 246 Turleigh, BA15 2HG: T1 Fell Sycamore. T2 Hazel, cut back all branches overhanging neighbours shed to boundary line. T3 Fell dead Birch.

56. **Clerk's Report**

Councillors noted a written report from the Clerk on progress with actions arising from previous meetings. It was noted that:

- The Clerk and councillors had responded to a complaint from a resident made to the Information Commissioner's Office (ICO). The complaint was against the Parish Council's decision not to publish individual responses to the Residential Road Safety Survey it had undertaken. In light of the Parish Council's response, the ICO had advised that the case was now closed and the complaint had been withdrawn. A significant amount of Parish Council time had been spent responding to this complaint.
- Updates were provided on meetings with the Estates Manager at Dorothy House, the Manager of Avonpark Retirement Village and the Facilities Manager at Bradford Town Youth Football Club (BTYFC).
- Councillors agreed to a request from BTYFC to use the Parish Council's field for an additional football training session on Tuesday nights until 8pm. BTYFC would bring their own lights.

57. **Police Report**

No police report was available. Councillors expressed concern that Winsley Convenience Stores had been the target of another robbery. The Clerk reported that the local police were working with staff to see if there were additional safety measures that could be introduced.

58. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- A statutory consultation about the future of special schools provision in north Wiltshire was underway until the end of September and views could be submitted online via the Wiltshire Council website.
- A number of fixed penalty notices had been issued in cases of flytipping; people were encouraged to report any cases of flytipping via the MyWilts App.
- Bradford on Avon Area Board was being rescheduled so that representatives of the Health Centre could attend a Health and Wellbeing themed meeting.
- Avoncliff weir was crumbling in two places. Owners of two properties adjacent to the weir held riparian rights and obligations and should maintain the weir, but due to various issues the weir was not currently being maintained. Cllr Kidney suggested that representatives from local parish councils and interested groups meet to see if a solution to the current problems could be identified. The Chair said he would be willing to be involved.
- He had been asked to oversee the portfolio for communications for Wiltshire Council.

59. **Winsley Hill Traffic Action Group (WHTAG) Report**

The Council noted an update report from WHTAG and the results of a survey that WHTAG had undertaken.

60. **'Winsley Forest' Tree Planting Project**

Councillors received an update on plans to plant as many trees as reasonably possible in Winsley. Advice had been sought and it was proposed that phase one of the project should involve the planting of small fruit trees mainly on suitable verges around the village this autumn. A fruit tree expert had been contacted for advice and had outlined possible prices. A second phase would involve submitting a bid to the Woodland Trust for trees to be planted in spring 2020. Trees would be labelled, identifying the groups involved in planting them. The need to gain involvement from across the community was emphasised. Hartley Farm, Avonpark Retirement Village and Dorothy House had been approached to see if they would be involved in the project.

Councillors agreed that an article publicising the project and seeking additional volunteers should be put in the Winsley Weaver.

Councillors agreed to fund and support the purchase and planting of up to 50 trees up to a total cost of approximately £500, as the first phase of the Winsley Forest project.

Cllrs  
Baddeley  
/ Warren

61. **Climate Emergency Action Plan**

Councillors discussed whether the Parish Council should draw up its own Climate Emergency Action Plan. It was noted that the planting of trees could constitute part of such a plan. It was suggested that the Parish Council should publicise the idea and encourage interested residents to put forward ideas.

Cllrs Warren and Fitzpatrick agreed to consider how the Parish Council could engage with climate actions and how to involve residents and to report to a future meeting.

Cllrs Fitz-  
patrick /  
Warren

62. **Pedestrian Count on the B3108**

The pedestrian count had been undertaken on the B3108 at the junction of Dane Rise and the lane to Hartley Farm during July and August. Vehicles accessing the lane to Hartley Farm had also been counted. Councillors and other volunteers who helped with the survey were thanked for their time.

Councillors noted data from the survey and an accompanying report. The main results from the count were:

- There were far fewer pedestrians crossing the B3108 at the survey point than were anticipated.
- There were four times more vehicles than pedestrians counted, exceeding expectations.
- A vehicle entered or left the lane at 1 per minute, also exceeding expectations.

Councillors agreed that the Clerk should forward the data and analysis to Wiltshire Council's Traffic Engineering Manager for consideration as part of the Parish Council's ongoing campaign to reduce the speed limit on the B3108. The data and report should also be presented to a future meeting of the Community Area Transport Group.

Clerk

63. **Parish Plan**

It was noted that parish plans were used to set out a broad vision for a parish and how a parish would develop and change over time. Whilst drawing up such a plan would not be as time consuming as completing a formal Neighbourhood Plan it would still require a significant amount of time and resources.

It was agreed that councillors Baddeley, Berry, Z Elstone and Gilby would look at the feasibility and possible scope of undertaking a parish plan for Winsley.

The Clerk would circulate some examples of parish plans to all councillors.

Cllrs  
Baddeley  
/ Berry /  
Z Elstone  
/ Gilby  
Clerk

64. **Footpaths Map**

Councillors noted progress with the design of a footpaths map for Winsley. There was support from local businesses who had been approached about possible sponsorship of the map. Wiltshire's Council definitive map would be used to ensure the accuracy of the map.

Cllr Fitzpatrick reported on the drafting of a grant application for submission to Great Western Railways (GWR) fund for improving access to GWR stations. Works to footpath WINS18 which leads to Avoncliff station were proposed, to improve the path and steps, particularly in bad weather. If the application for GWR funding was successful then the Parish Council would have to consider what level of contribution it was willing to make to the project.

It was agreed that Councillor Fitzpatrick should submit the initial request for funding to GWR.

Cllr Fitz-  
patrick

65. **Gully Clearing Service**

Wiltshire Council had established a new gully service for Parish and Town Councils to use, which required councils to identify and report blocked gullies. Cllr Z Elstone agreed to talk to the Parish Steward about identifying blocked drains.

Cllr Z  
Elstone

66. **Play Park Bench**

Having reviewed a number of possible benches, Councillors agreed to a purchase a picnic bench from Earth Anchors at a cost of £269 (+VAT) to replace the one that had broken in the play park.

67. **Policies**

Councillors noted that the Governance and Advisory Group would meet to review the Complaints, Vexatious Complaints, Bullying, and Grievance & Disciplinary policies and bring them to the October meeting for approval.

G'nance  
Adv  
Group

68. **Finance**

68.1 Councillors noted that the following payments had been made since the last meeting:

- £630 Administration
- £508.44 James Lock for grass cutting
- £31.20 idverde for emptying dog waste bins
- £320 Terry Gapper for repairs to the Bowls Club wall
- £35 Information Commissioner's Office annual registration payment (by Direct Debit)

68.2 Councillors agreed the following payments:

- £630 Administration
- £508.44 James Lock for grass cutting
- £31.20 idverde for emptying dog waste bins
- £125 Playground Inspection Company for annual playground inspection
- £7500 Wiltshire Highways for modifications to the B3108 by the canal

69. **Advisory Group Reports**

69.1 Human Resources: The Clerk had attended another training session for the Certificate in Local Council Administration.

69.2 Finance: Councillors received the annual report from the internal auditor, noting that no issues were raised.

69.3 Maintenance: Advice was being sought on cutting back the trees at the end of Fieldins. The Parish Steward had been asked to consider cutting back the undergrowth on Crossways path (from Saxon Way to Bradford Road); this was a significant task likely to require additional help.

69.4 Highways and Transport: Cllrs Kidney and Barnes had attended the recent Community Area Transport Group meeting where the completed modifications to the road and path by the canal bridge had been discussed. The Parish Council were pleased with the works undertaken. However, a number of incidents of vehicles being parked on the new pavement and blocking pedestrian access were noted. Possible solutions had been discussed with the Traffic Engineering Manager and Cllrs Barnes and Kidney would meet with him for further consideration of solutions.

It was agreed that the Clerk would forward the report about incidents of parking on the new pavement and photographs to Wiltshire Council's Traffic Engineering Manager.

69.5 Village Hall Committee: Some repair and improvement works were to be undertaken.

70. **Date of next meeting**

Tuesday 1 October 2019, 8.00pm, Winsley Village Hall.

Meeting ended 9.35pm.