



Winsley Parish Council

CONFIRMED Minutes of the meeting held on 5 November 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

Apologies: Linda Ladner, Richard Warren

In attendance: Selina Jobson (Parish Clerk)

Members of the Public: One

87. **Declarations of Interest**

None.

88. **Minutes of Meeting**

The minutes of the meeting held on 1 October 2019 were signed as a true record.

89. **Public Participation**

One member of the public wished to speak and it was agreed that this would be taken under the relevant agenda item (Clerk's Report).

90. **Planning**

- 19/09444/TCA, 246 Turleigh, BA15 2HG: Mulberry tree – reduce height by 2m & the spread by 4m.
No comment.
- 19/09603/TCA, 25 Manor Cottages, BA15 7LT: Silver Birch – 30% crown reduction.
No comment.
- 19/09603/TCA, The Chase, Winsley BA15 2LX: Crown Raise 1 Beech & 1 Lime to 5ms from Ground level (T1 & T2), Crown Raise 2 Beech Trees to 6ms From Ground Level (T4 & T5) Coppice Mixed Species Group of Elm, Sycamore, Hazel and Oak at 1.5m from Ground Level (G6).
No comment.
- 19/10060/FUL, 222 Blackberry Lane, Conkwell, BA2 7FD: Change of use of adjacent equestrian land to form curtilage extension.
No objection to the application for change of use of adjacent equestrian land to form curtilage extension, which in effect regularises the new garden associated with a modernised property. It is felt important that both the quality of the submission made by the developer and the sensitivity of the garden design, which maintains the openness of the surrounding countryside, is recognised. The developer has submitted a comprehensive Landscape and Visual Impact Assessment which explains clearly the rationale for the application and describes well the local environment the development sits in. The approach taken by the developer to keep all informed of their aspirations is highly commended.

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

Councillors noted a report from the Clerk on progress with actions arising from the last meeting and enquiries from residents. It was noted that:

- The Parish Council's response to the recent consultation on the BANES Clean Air Zone had been submitted;
- The Clerk was meeting the Community Engagement Manager for Bradford on Avon and villages;
- Winsley Hill Traffic Action Group had received charitable status. Results of soil sample analysis were expected shortly and once received the bridge design would be progressed ready for submission to planning;

A resident spoke about an incident in Conkwell when a stile on a footpath had collapsed whilst in use, causing injuries to the resident. The resident had reported the incident to Wiltshire Council and to the landowner, but no significant response had been received to date. Whilst the Parish Council was not responsible for the condition of stiles, Cllr Fitzpatrick agreed that if no further response was received he would contact Wiltshire Council's Rights of Way, asking them to contact the landowner in relation to maintenance of Rights of Way. The resident asked that a survey of the condition of all stiles in the parish be undertaken. Cllr Fitzpatrick reported that he was aware of a small number of stiles that might require work, but that identifying those responsible for maintenance of stiles could be difficult.

92. **Police Report**

No police report was available and no crimes had been reported since the last meeting.

93. **Unitary Authority Councillor Report**

Cllr Kidney reported that:

- Household recycling centres were now on Winter opening hours.
- There had been a number of successful prosecutions for fly-tipping in Wiltshire. Wiltshire Council were launching a 'We're Targeting Fly-tippers' campaign with a reward offered to residents if they reported information leading to a successful fly-tipping prosecution.
- Wiltshire Council had 24 new gritting vehicles using the latest technology including low emission engines. A competition had been launched to name the gritting vehicles and school and pre-schools were encouraged to take part.
- Wiltshire Council were supporting the Public Health England campaign, 'Every Mind Matters' to help people take care of their mental wellbeing. There was a new Wiltshire Council webpage providing ideas and links to other relevant groups.
- Wiltshire Council, recently voted the most 'climate friendly' council by Friends of the Earth, were investing £5million in their buildings to cut carbon emissions and to reduce running costs of buildings.
- He had submitted a response to the BANES Clean Air Zone consultation setting out concerns about the potential for the most polluting vehicles to divert through Winsley and the potential impact on local buses.
- The next Bradford on Avon Area Board would take place on 26 November 2019 in St Margaret's Hall focus on Health and Wellbeing.
- Details of Wiltshire Council's grant scheme for children playing sport at regional or national level were available on their website; closing date was the 18 November 2019.

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

Twelve trees had been planted on Bradford Road and Dane Rise, with a few more trees to be planted this Autumn. The Woodland Trust would donate 210 saplings in the Spring. A meeting would take place on 12 November 2019 to start planning where and how these would be planted.

95. **Climate Emergency Action Plan**

95.1 Councillors considered information about a 'Solar Streets' scheme in Frome, that enabled residents to purchase solar panels from a particular company at a reduced price once a number of residents had committed to the scheme. Cllr Warren was meeting someone from the scheme to find out further details. Climate Friendly Bradford had operated such a scheme and it was suggested that contact should be made with the group's Energy Officer.

95.2 Councillors considered whether the Parish Council should consider installing an Electric Vehicle (EV) charging point at a location in the parish. There were very few charging points in West Wiltshire and it might be possible to obtain funding to cover some of the costs.

Councillors agreed that the potential for introducing a solar panel discount scheme or an EV charging point in Winsley should be explored further. The need to seek advice from experts in these areas was noted.

Cllrs Fitzpatrick & Warren

96. **Winsley Parish Council Action Plan**

96.1 Councillors considered a Parish Council Action Plan, setting out the current activities of the Council. Actions had been grouped according to six themes to help structure the Council's activities.

Councillors approved the Parish Council Action Plan.

96.2 Councillors discussed steps towards undertaking a Parish Plan, which would involve taking a longer term, strategic view and greater community engagement. Different types of approach to undertaking such a plan were noted. A starting point for a Parish Plan could be a statement of the parishes current assets, both tangible and intangible.

It was agreed that a Working Group would meet to consider a proposed methodology for undertaking a Parish Plan and to identify potential benefits of undertaking such a plan.

Cllrs
Baddeley,
Berry,
Elstone,
Gilby

97. **Play Park Maintenance**

97.1 Quotes were being sought for a replacement activity trail in the park and it was agreed that the Council should aim to have a replacement trail installed by Easter 2020.

97.2 A resident had proposed undertaking a review of the whole park area and its amenities. The Clerk was meeting the resident to discuss their ideas.

98. **Quotes for Tree Works**

Three quotes had been obtained for tree works in the area at the end of Fieldins. Volunteers had cut back some lower undergrowth in the previous year, but no significant tree works had been undertaken for some years. Three trees were suspected of having ash die-back and it was suggested that a large lime tree was situated too close to a property. Works to other trees were proposed to improve the appearance of this area.

It was agreed that before the Parish Council could consider undertaking any tree works at the end of Fieldins the Clerk would check whether Wiltshire Council had responsibility for these trees and, if so, if they would undertake any of the proposed treeworks.

Clerk

99. **Budget 2020/21**

Councillors considered a proposed budget, including figures from the previous year and an update on spending to date. Taking these figures and plans for 2020/21 into account, councillors agreed the Parish Council's budget for 2020/21.

The Parish Council would consider the 2020/21 Precept amount at its December meeting.

100. **Defibrillator**

100.1 Councillors considered a request from Winsley Social Club that the Parish Council pay an annual amount to cover the electricity costs of running the defibrillator located on the Club's wall. Winsley Social Club reported that the previous Clerk had indicated such an arrangement would be undertaken. It was reported that the Turleigh Trust were likely to cover the running costs of the defibrillator in Turleigh, if a similar request was made.

Councillors agreed in principle that the Parish Council pay an annual amount to Winsley Social Club to cover the electricity costs of the defibrillator on the Club's wall. The Clerk was asked to confirm an appropriate amount.

Clerk

100.2 The Clerk reported that parts of the defibrillator may need replacing shortly because of age and that the guardians of the defibrillators had been asked to check on expiry dates.

101. **Policies**

101. 1 Councillors considered revisions to the Complaints, Vexatious Complaints and Bullying & Harassment policies. These policies were based on templates from the Society of Local Council Clerks (SLCC). The Governance Advisory Group had reviewed all documents and proposed some minor changes to reflect practice in Winsley. Councillors approved all three revised policies.

101.2 Councillors considered new proposed policies covering Health & Safety, Equalities and Grants. Policies were based on SLCC templates or on documents used by other councils where appropriate. The Governance Advisory Group had considered and supported all new proposed policies. It was noted that it would be useful to publicise the Grants Policy to local groups.

Councillors approved all three policies.

Councillors agreed that the policies listed above would be reviewed on a three-yearly cycle, but that changes to the documents could be made at any point subject to approval by the Parish Council.

All policies would be made available on the Winsley Community website.

102. **Finance**

Councillors noted payments made since the last meeting for the following:

- £201.95 Jane Baddeley for trees
- £8.39 Clook internet for domain name renewal

Councillors approved the following payments:

- £630 Administration
- £508.44 James Lock for grass cutting
- £31.20 idverde for emptying dog waste bins
- £390 Earth Anchors for playground bench
- £21.25 Zoe Elstone for wildflower plants
- £60 M and P Engineering for fixing bolts on the park bench
- £37 Ed Gilby for Remembrance Day wreaths

103. **75th Anniversary of VE Day, 8 May 2020**

It was noted that commemorations for the 75th anniversary of VE day would take place on Friday 8 May 2020, with the early May Bank Holiday moved to this date. The parish might wish to mark this occasion.

104. **Advisory Group Reports**

104.1 Human Resources: It was agreed that the Clerk would arrange a training evening for councillors through the Wiltshire Association of Local Councils.

Clerk

104.2 Maintenance: The Parish Steward was requesting extra assistance to help with cutting back undergrowth along Crossways path (from Saxon Way to Bradford Road).

A new bench in the park had been installed and pressure washing of the park equipment would take place when the weather allowed.

Wildflower seeds had been sown on the grass verge on Limpley Stoke Road, west of Quarry Close. Plans for bulb planting were underway, help with locations or planting was welcomed.

104.3 Highways and Transport: A new D1 bus timetable was being introduced from 10 November, with material changes to bus times heading to Bath.

A draft footpaths map had been produced and further work would now be undertaken.

104.4 Valley Parishes Alliances (VPA): A meeting had been held on 9 October 2019. VPA subscription rates were being reduced. A meeting with Highways England was taking place on 7 November 2019. Temporary roadwork signs indicated that the A36 would be shut from 8pm to 6am from 18 November until 14 December and details of the length of the A36 and other roads affected by this closure were being sought.

104.5 Village Hall Committee: Improvement works to the village hall continued.

104.6 Winter Resilience: Winsley's Resilience Plan and a survey of the state of grit bins in Winsley had been submitted to the Parish Emergency Assistance Scheme. Additional grit would be collected shortly.

105. **Date of next meeting**

Tuesday 3 December 2019, 8.00pm, St Nicholas Church Hall.

Meeting ended 9.50pm.