Winsley Parish Council

DRAFT Minutes of the Annual Meeting of Winsley Parish Council

held on 13 May 2025

8.00pm, Winsley Village Hall

Parish Councillors Present: Richard Mann (Chair), Ian Berry, Kerry Kemp, Tony Puma, Caroline Roofe, Ed Townsend

Apologies: Graham Bostock, Linda Ladner, Ian Sparrowhawk

In attendance: Selina Jobson (Parish Clerk), Unitary Cllr Nigel White

Members of the Public: None

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1. **Election of a Chair**
   Resolved: to elect Cllr Ladner as Chair.
2. **Election of Vice Chair**
   Resolved: to elect Cllr Mann as Vice Chair.
3. **Declaration of Acceptance of Office**
   Councillors signed Declaration of Acceptance of Office forms, which were then signed by the Clerk.
4. **Welcome to the New Council & Unitary Councillor**
   The Chair welcomed the new Council and Unitary Councillor White.
5. **Declaration of Interests**
   Cllr Puma declared a potential pecuniary interest in PL/2025/03571.
6. **Public Participation**
   None.
7. **Minutes of Meeting**

   Resolved: to approve the minutes of the meeting held on 22 April 2025 as a true record.
8. **Grant Requests from Winsley Primary School**
   The School had outlined two possible requests for grants from the Parish Council. A full request would be brought to a future meeting.
9. **Planning Applications**

   Councillors considered the following planning application:

   PL/2025/03751 The Store, Conkwell, BA15 2JQ: Extension to dwelling.

   Resolved: No objection.

   [Cllr Puma left the room for this item.]
10. **Matters Arising**
    Cllr Mann was thanked for his role in organising a successful event to mark the 80th anniversary of VE Day in conjunction with the two local churches and the Beavers, Cubs and Scouts.

    The Cotswold Voluntary Wardens were thanked for completing the installation of steps at the bottom of the footpath to Avoncliff (WINS10), making the path safer to use in wet weather.

    Volunteers at the John Presland Nature Reserve at Murhill had completed a new path, stone wall and seat and had suggested an opening event and Reserve tour in

conjunction with the Parish Council. Details were being finalised and would be publicised via The Weaver, website and noticeboards.

A resident had reported concerns about the white line along the cyleway being mistaken for the kerb line in dark or poor weather conditions. Wiltshire Highways had responded to this concern previously, stating that the line met with regulations and a review of the cycleway did not show that there had been any incidents.

11. **Police Report**
No report.

12. **Unitary Councillor Report**
Unitary Councillor White introduced himself and was looking forward to working with the Parish Council. He reported that the first full meeting of Wiltshire Council would take place on 20 May 2025.

13. **Co-option of Councillors**
There were two vacancies on the parish council. These would be advertised and applications considered at the June meeting.

14. **No Man's Land, Conkwell**
Informal advice on the occupation of No Man's Land, Conkwell, had been received from a legal adviser who deals with land issues. Natural England had also been contacted. A number of points were noted:

- as Common Land, with Public Rights of Access, no-one had the right to make an encampment on the land that prevented access by others.

- that anyone could undertake civil action against someone who carries out work on Common Land without consent under Section 41 of the Commons Act; this could be a member of the public and did not have to be the Parish Council.

- the Parish Council was deemed to have an important role in the stewardship of this common land; taking action against this encampment would demonstrate that position.

- Concerns had been raised about the cutting down of trees and about on site sanitation.

- formal legal advice could be sought, although costs would need to be considered.

After discussion it was agreed that several councillors would visit the site to talk to the occupier and to review the state of this common land.

The Parish Council would consider whether to take legal advice in light of the outcome of this visit.

15. **Climate and Nature Advisory Group**

15.1 Wild Waters Festival (www.wildwatersfestival.com)
The Wild Waters Festival would start on 31 May 2025 with over 40 events taking place in communities along the River Avon. Events were being publicised via the festival website & Facebook page. Cllr Mann had undertaken an interview on Radio Wiltshire which would air in the lead up to the event.

15.2 Future Energy Landscapes project
Wiltshire Council's Climate Manager had contacted the Parish Council about possible involvement with a Future Energy Landscapes project to develop a community vision for renewable energy in the local area. This would be a funded project with expert facilitators. Bath and West Community Energy (BWCE) had previously considered a possible community energy project in the area. It was agreed to seek BWCE's views based on their previous review. Cllr Mann would advise the Parish Council once he had received a response.

15.3 Use of Glyphosate in Winsley
Although the Parish Council had agreed that weedkiller (glyphosate) would not be used in the village, Wiltshire Council had confirmed that their policy still included the use of weedkiller on the highway when the situation required it. It was not possible for parish councils to be exempt from this policy.

Resolved: that Unitary Councillor White requests that Wiltshire Council review their policy on the use of glyphosate and that parish councils can be exempt from glyphosate being used in their parishes where requested.

16. **Standing Orders and Code of Conduct**

Councillors reviewed revisions to Standing Orders and Financial Regulations. Both documents had been revised to include changes to the templates provided by the National Association of Local Councils. There had been no changes to the Code of Conduct.

Resolved: to approve revisions to the Standing Orders and Financial Regulations.

17. **Advisory Groups and Webmaster Role**

Councillors agreed the membership of Advisory Groups *[attached to these minutes].* It was noted that recruitment of two more councillors was underway.

It was agreed that John Barnes would continue as webmaster.

It was agreed that all councillors would help with communications. The Parish Council used noticeboards, the community website, the Parish Council Facebook page and The Weaver to provide information to the local community. A weekly email of news items could be subscribed to via the form at the bottom of the community website homepage (www.winsley.org.uk).

18. **Insurance**

Councillors considered three quotes for insurance of the Parish Council. Two quotes were of a similar price. The Clerk had previous positive experience with one of the companies involved and the company was based locally. A three-year agreement was considered better value and would reduce the need for a yearly renewal process.

Resolved: to approve the insurance quote from Community First for a three-year long term agreement.

19. **Finance**

19.2 **Resolved:** to approve the following payment:

- £95.00 SLCC annual subscription (split with Wingfield Parish Council)
- £1760.50 Wiltshire Highways for Dane Rise crossing bollards & pavement
- £745.32 Community First insurance
- £839.40 Administration

19.3 **Resolved:** to approve the bank reconciliation, noting the following payments, transfer and receipt since the last meeting:

- £31.20 Idverde for bin emptying (Standing Order)
- £604.00 James Lock for Grass maintenance (Standing Order)
- £6.00 Unity bank charges
- £145.44 Footfall Direct for Wild Waters Festival banners (Payment)
- £14,311.65 Wiltshire Council for precept (1 of 2) (Receipt)
- £10,000 transfer from Current to Instant Access account

20. **Advisory Group Reports**

Maintenance

There continued to be problems with overflowing dog waste bins on Limpley Stoke Road. Councillors on the Maintenance Advisory Group would look into possible solutions.

A councillor raised an issue with parking on part of Tyning Road. Although parking here had increased, it did not appear that this was breaching any parking regulations.

21. **Dates of Next Meetings**

Tuesday 3 June 2025, Winsley Village Hall

Tuesday 1 July 2025, Winsley Village Hall

Meeting ended 9.05pm

Winsley Parish Council Advisory Group Membership 2025

- Human Resources – Cllrs Ladner & Mann
- Governance – Cllrs Berry, Ladner & the Clerk
- Finance – Cllrs Kemp, Mann & the Clerk
- Planning – Cllrs Berry, Puma
- Highways and Transport – Cllr Townsend
- Climate Change – Cllrs Roofe & Mann
  Plus members of the public on this group.
- Maintenance and Local Environment – Cllrs Bostock, Puma, Sparrowhawk, Townsend
- Media and Communications - the Clerk & all councillors

Representatives

- Bradford on Avon Area Board – TBC
- Village Hall Committee – Cllr Berry

Webmaster

- John Barnes