

Ashton Keynes Parish Council

Minutes of the meeting held in Ashton Keynes Village Hall on Wednesday 15th September 2021

Present: Cllrs D Wingrove; R Blackaller; M Carter; S Hill; N Inzani; B Low; C Sims; D Ventham.

In attendance: Wilts Cllr Berry; Fiona Ryder – Clerk.

The meeting commenced at 7:19pm

The Chairman welcomed everyone to the meeting and gave instructions in case of fire. The Clerk read out a Covid-19 statement.

21-22/064 Public Section

There were no members of public in attendance and no written representations had been received.

21-22/065 Apologies for absence

Apologies for absence were received from Cllrs Crawford and Smith.

21-22/066 Declarations of Interest

There were no declarations of interest.

21-22/067 Minutes of the Council Meeting held on 14th July 2021

The minutes of the meeting held on 14th July 2021 were approved and signed.

21-22/068 Actions from Previous Meeting

21-22/024 - SID has been photographed, photo to be forwarded to the Clerk.

Action: Cllr Crawford

21-22/053 – Declaration of Interest forms have all been signed.

21-22/044 – It is now 2 years since we first requested a replacement 7.5t limit sign from Wiltshire Council and we are still waiting.

21-22/044a – Potential mirror to be sited on the western side of B4696 – ongoing.

21-22/056 – Cotswold Water Park Nature Recovery Plan Consultation response has been submitted on behalf of the Parish Council.

21-22/061 – Emergency assistance supplies requirements carried forward.

Action: Cllrs Wingrove and Moran

Cllr Inzani and Wilts Cllr Berry arrived.

21-22/069 Chairman's Report

The WI have asked if the Parish Council could give up the booking of the Village Hall on 8th December to allow them to hold their Christmas party in the hall. Clerk to enquire as to whether the School would be available and also look into the possibility of using the School as a meeting venue from April next year.

Action: Clerk

A Lime tree on the High Road Playing Field is dead and needs removing. We are currently in the process of receiving quotes for the works. It was agreed that the Parish Council fund up to £2500 for the removal of the Lime tree.

Between Kent End and Fore Street next to the houses of Harris Road, there are issues with overgrown trees. A resident has been in contact with Wiltshire Council who have stated that there is disagreement of the ownership, however, they will investigate as they are obliged to maintain the trees and shrubs on the land. If Wiltshire Council respond to say they are not going to take any action the Parish Council agreed to investigate options and costs for tidying the piece of land. Clerk to

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ask Wiltshire Council Trees and Woodland Officer for advice on the best course of action to take.

Action: Clerk

The Chairman reminded Councillors that Parish Council meetings are a discussion forum and are not for information giving. All reports need to be circulated officially with the agenda. Reports are to be sent to the Clerk by the Tuesday before the meeting.

21-22/070 Clerks Report

The Parish Council Insurance is due for renewal on 1st October, a renewal quote has been received. It was agreed to renew the insurance up to a cost of £1000.

Action: Clerk

The Clerk has received lots of correspondence from Parishioners regarding several issues and has responded appropriately. The Clerk was asked to request the Parish Steward cut the weeds along the verge in The Derry.

Action: Clerk

21-22/071 Financial Report

The finance report was circulated prior to the meeting.

Income since the last meeting:

SSE Wayleave	£ 4.00
Wiltshire Council CIL	£5843.75

Expenditure since the last meeting:

Admin to Council	£ 910.34
Phonebox Project Supplies	£ 1120.63
O2 Mobile Phone Contract	£ 20.48
Village Hall Room Hire	£ 54.00
OSM Contract	£1800.00
Microsoft Office Subscription	£ 44.97

Closing balance: £29,162.43

The council approved the finance report and income and expenditure.

21-22/072 GDPR Policy

Document was circulated prior to the meeting. It was agreed to adopt the GDPR Policy.

Action: Clerk

21-22/073 Committees, Working Groups and Representatives' Reports

- a) **Planning**
No report.
- b) **Flood Risk** – Following the recent site meeting, Wiltshire Council have cleared the verges at Rixon Gate and Fridays Ham Lane and will be carrying out ditch clearance and other works before the end of the month.
- c) **Internal Affairs** – The committee met earlier this week to discuss policies. Cllr Sims was elected as Chair of the committee. A list of suggested policies from SLCC was looked at and around 10 to 12 policies were identified as being needed, these are now being worked on and at least 4 policies should be ready for approval at the next Parish Council meeting. It has been a concern that decisions made by the Council are lost over time, having a set of policies covering a wide range of topics should help keep track. It was also noted that we do not have a strategy for the Council and it was agreed that it would be useful to have a plan in future. Minutes of the committee meeting to be circulated.
- d) **Village Hall** – No report.
- e) **Playing Fields Committee** – No report.

Action: Clerk

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- f) **Cotswold Lake Trust** – The Trust are having an open day on 25th September to encourage rowing clubs to make use of the facilities, they would like a Councillor to attend, CLT Liaison Councillor is unable to attend. The date does clash with the school 150th celebrations, however, a Councillor will attend if possible.
Action: Cllr Inzani
- The Rangers Hut is for sale and offers have been received. A 5K run is being held in October.
- g) **School Governors** – A celebration day is being held on 25th September to mark the 150th Birthday of the school and the opening of the new building, full details are in the Village Newsletter.
- h) **Police** – No report.
- i) **Highways** – There are several ongoing matters being dealt with. A proposal for the Waterhay/Happyland junction will be brought to the next meeting.
- j) **Footpaths & Cycle Routes** – A report had been produced and a meeting is being planned to go through the report to identify priority areas to discuss with Wiltshire Councils Rights of Way Warden. There are several issues still needing resolving which will be discussed with the Rights of Way Warden including security at Cotswold Community.
Footpath 20 (now 41) from Rixon Gate to the Thames Path was temporarily diverted due to gravel extraction and once extraction was complete the original footpath should have been installed, however, due to an oversight at Wiltshire Council the original footpath was never officially listed. An inspector is due to consider the application to reinstate the original footpath in November. Wiltshire Council are in support of the reinstatement as are the Parish Council.
- k) **Ashton Keynes Charities** – No report
- l) **Parochial Church Council** – At its last meeting the PCC asked if the Parish Council had plans in the event of the death of the Queen. The Clerk confirmed that confidential detailed plans for Town and Parish Councils were held on file. The Holy Cross Church fete is being held on Sunday.
- m) **Phone Box Project** – The remaining glass is due to be installed this week. The existing bins next to the phone box are due to be replaced next week. A solar powered light is being installed. There are several options for the use of the phone box upon completion of renovation. A note will be placed on the phone box asking for proposals to be put to the Council for consideration.
Action: Cllr Blackaller
- n) **Speed Mitigation** – A meeting has taken place of the working group which included the Speed Watch group. It is hoped that a meeting can be arranged with Police and Highways.

21-22/074 Matters for the next meeting

Councillors were reminded to contact the Clerk with any items to be put forward for the agenda and to submit any reports for the Committees, Working Groups and Representatives section at least 8 days before the next meeting.

21-22/075 Date for the next meeting

The date for the next Parish Council meeting will be 20th October 2021.

The meeting concluded at 9.05pm