

Ashton Keynes Parish Council

Minutes of the meeting held in Ashton Keynes Village Hall on Wednesday 15th November 2023 at 7.15pm

Present: Cllrs D Wingrove (Chairman); M Carter; S Hill; N Inzani; B Low; M Low; T Romback; D Ventham.

In attendance: Wilts Cllr Berry, Fiona Ryder – Clerk. Four members of public.

23-24/108 Public Section

A representative of Bluestone Planning was in attendance to give a presentation on possible plans for Lake 62. A previous application for the site had been refused by Wiltshire Council. The plan is in the very early stages so no firm information was available, however, they will be looking at holiday lets and public services.

One member of public gave an update on the Wheatley's Farm Gravel Extraction application. The decision date has been extended to January. Ground water in the village is currently very high, the fields planned for excavation are under water. The initial application stated the average ground water level, photos of the current situation have been forwarded to the planner. The application has already been called in and will go to the Planning Committee. A further update will be provided.

23-24/109 Apologies for absence

Apologies for absence were received from Cllr Crawford.

23-24/110 Declarations of Interest

There were no declarations of interest.

23-24/111 Parish Council Vacancies

There were three members of public in attendance with an interest in being considered for co-option onto the Council.

There was a technical problem with Beverley's Council membership. Because she had not attended a meeting for six months, she automatically lost her place on the Council. Beverley did have valid reasons for absence i.e., ongoing health problems.

Beverley Low was proposed by Cllr Wingrove and seconded by Cllr Ventham, the council voted unanimously in favour of co-option. Beverley Low signed a declaration of acceptance of office.

Tim Romback was proposed by Cllr Wingrove and seconded by Cllr Ventham, the council voted unanimously in favour of co-option. Tim Romback signed a declaration of acceptance of office.

Mike Low was proposed by Cllr Wingrove and seconded by Cllr Ventham, the council voted unanimously in favour of co-option. Mike Low signed a declaration of acceptance of office.

The new councillors joined the council and were welcomed by the Chair.

23-24/112 Minutes of the Council Meeting held on 18th October 2023

The minutes of the meeting held on 18th October 2023 were approved and signed.

23-24/113 Actions from Previous Meeting

23-24/100 – Planning application comments have been submitted.

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23-24/103 – The Parish Tree Warden position has been advertised; the Clerk had not received any interest as yet. Cllr Inzani to speak with Millennium Green Trust. Cllr M Low expressed an interest and will look at the information previously circulated.

Action: Cllr Inzani

It was agreed to remove some of the old actions from the tracker.

Action: Clerk

23-24/114 Chairmans Report

Concern has been raised regarding water levels in The Derry. The obligation of riparian owners needs to be pushed; however, ditch works will not be the panacea. Unfortunately for us, Cricklade is used by the Environment Agency to stop up water to protect more populated areas further along the Thames.

Wiltshire Council are responsible as the lead local authority, the Parish Council has no powers on the matter and has raised this issue with the Operational Flood Working Group North who are meeting next week. A visit from the land drainage engineer is needed. It is not thought that any works to the drainage system will alleviate flooding caused by heavy rainfall.

The Malmesbury Area Board meeting has been pushed back again, however, a highways meeting is taking place on 21st November in Malmesbury.

23-24/115 Clerks Report

The external auditors have completed the review of the Annual Governance and Accountability Return for the year ended 31st March 2023.

Agreement has been reached on revised salary scales from 1st April 2023.

Two quotes were provided for a tree survey to be carried out at the High Road playing field. The Parish Council approved the quote for £500.

Action: Clerk

The Police and Crime Commissioners Annual report has been published and is available to view here [Annual report 2022 - 2023 \(wiltshire-pcc.gov.uk\)](https://www.wiltshire-pcc.gov.uk/annual-report-2022-2023)

High Road – Email received requesting Parish Steward clear drains from Church Walk to The White Hart Inn.

Reported via MyWiltshire and will discuss with Parish Steward on his next visit.

Footpath at Cotswold Community – Somerford Keynes Parish Council asked why and for how long the path would be closed for.

I forwarded the Temporary Closure Notice.

23-24/116 Financial Report

The finance report was circulated prior to the meeting.

Income since the last meeting:

Playing Fields Invoice 465	£	66.00
Wiltshire Council CIL	£	7644.51

Expenditure since the last meeting:

Village Hall Hire	£	60.00
OSM Contract September	£	990.00
HJ Carter Monument Cutting	£	220.00
Bradstone Cleaning	£	83.36
Payroll Compliance	£	12.54
Ashton Keynes Primary School	£	16.00
WALC Training	£	300.00
OSM August	£	990.00
Spot on Supplies	£	114.97
Millennium Green Trust	£	825.00
Website Support	£	385.08

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The council approved the finance report and income and expenditure.

23-24/117 Planning

- Application: PL/2023/09354
Proposal: T1 Malus tree – pollard. T2 Acer tree – pollard.
Address: 7 Ashfield
Comments: No objection
- Application: PL/2023/09578
Proposal: Lime tree – Fell. Sycamore tree – reduce by 30% and remove 2 branches.
Maple tree – remove one branch.
Address: Melton Lodge, Back Street
Comments: No objection
- Application: PL/2023/08426 & PL2023/08652
Proposal: Replacement of oil fired central heating system with air source heat pump.
Address: West Barn, North End
Comments: No objection
- Application: PL/2023/08939
Proposal: New Oak framed double garage.
Address: Lavender House, Rixon Gate.
Comments: Ashton Keynes Parish Council is cognisant of the concerns raised by neighbours regarding privacy and would have less concern with a single storey garage.

Action: Clerk

23-24/118 Representatives Vacancies

Due to recent resignations from the Council, vacancies were filled as follows:

Internal Affairs Committee – Cllr Crawford
Village Hall Representative – Cllr B Low
Planning Committee – Cllrs Carter; M Low. Chair to be elected in Committee.
Parochial Church Council Representative – Cllr B Low
Footpaths Working Group – Claire Sims to be removed as a member of the working group.
Paul Crichton to be added. Cllr B Low to be reinstated.
Cotswold Lakes Trust – Cllr M Low
B4696 Working Group – Cllr Crawford

23-24/119 Proof of Life Policy

The Parish Council have recently acquired a stamp which can be used for Proof of Life confirmation. A Policy/procedure has been drafted and circulated. The policy was adopted.

Action: Clerk

23-24/120 Complaints Policy

The policy was reviewed and approved with no changes.

Action: Clerk

23-24/121 Health and Safety Policy

The health and safety policy was reviewed and approved with no changes.

Action: Clerk

23-24/122 Internal Controls Policy

The internal controls policy was reviewed and approved with no changes.

Action: Clerk

23-24/123 Playing Fields Committee

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Two members of the committee have attended Play Inspection training and will carry out the weekly checks. A Risk Assessment is needed for all new equipment, it was agreed to ask the supplier if they can provide this. Rospa have just carried out the annual inspection.

Action: Playing Fields Committee

More equipment is still to be installed. We need to know if we have any certificates/warranty paperwork for the new play equipment. A folder for the new play equipment needs to be set up containing all relevant paperwork.

Action: Playing Fields Committee

There are several issues that need to be addressed **urgently**:

- The orange tape at the High Road is still in place as a safety feature needs to be installed. A working party has been arranged for this weekend.
- The Zip wire issue needs resolving.
- The High Road pipes need to be made operational.
- The concrete support at The Lotts needs removing.

A meeting is to be arranged to discuss resolving the outstanding issues.

Action: Cllrs Hill; Ventham; Crawford and Martin Young

It was noted that Councillors are being approached by members of the public stating that no update has been provided on the new equipment. Updates have been published in the newsletter and in the minutes of meetings.

23-24/124 Committees, Working Groups and Representatives' Reports

- a) Planning Committee () – Nothing to report.
- b) Internal Affairs Committee () – Nothing to report.
- c) Village Hall () – Nothing to report.
- d) Cotswold Lake Trust () – Nothing to report.
- e) School Governors (SC) – Nothing to report.
- f) Police (DW) – Nothing to report.
- g) Highways (SC) – Nothing to report.
- h) Footpaths, Cycle Routes and Waterways (BL) – Footpaths have been walked and the inventory updated. Inventory circulated and published on website.
- i) Ashton Keynes Charities (NI) – Nothing to report.
- j) Parochial Church Council () – Nothing to report.
- k) Millennium Green (NI) – Nothing to report.
- l) B4696 Road Safety () – Nothing to report.

23-24/125 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 10 days in advance of the next meeting.

23-24/126 Date for the next meeting

The next Parish Council meeting will be held on 13th December 2023 at 7:15 p.m. at Ashton Keynes Primary School.

The meeting concluded at 9.05pm