

# *Ashton Keynes Parish Council*

Present: Cllrs D Wingrove (Chairman); M Carter; M Cooper; B Ellison; S Jefferson; A Seymour; M Seymour; E Tidmarsh; R Thomas.

In attendance: The Clerk, Unitary Cllr C Berry, B McFadden (Wilts and Glos Standard)

## **Minutes of a meeting held in the Village Hall on Wednesday 8 January 2014**

### **2014/001 Apologies for absence accepted by the Council**

Cllrs A Stefanovic; K Winstone

### **2014/002 Declarations of Interest in items on the Agenda**

There were no Declarations of Interest

### **2014/003 To confirm the Minutes of the Council Meeting held on 11 December 2013**

The minutes to the meeting held on 11 December 2013 were confirmed and signed.

### **2014/004 Matters to Report**

- The application by the Ski Club at Lake 37 to amend Cause 9 had passed the determination date and the applicants had now submitted an appeal against non-determination. This had meant that the Northern Area Planning Committee had been unable to consider the application. Cllr Berry agreed to update the Parish Council on the appeal procedure and advised the Council on its right to attend the appeal and voice the its concerns. Statistics of how many applications missed their deadlines are to be sourced.

**Action: Cllr Berry**
- Playground equipment has been sourced to use the Section 106 funds available. Residents in the immediate locale of the equipment are to be informed of the enhancement of the playground equipment. The Parish Council resolved to progress with this use of Section 106 funds, unless there are any valid concerns brought forward by the immediate neighbours.

**Action: Cllr S Jefferson, The Clerk**
- The Councils' views on the proposals for development at Cotswold Community and Church Farm had been forwarded to the relevant parties. The potential developer of the Church Farm site had written to express his disappointment at the Council's stance, whilst the representative of the Cotswold Community developer had merely asked for clarification that these were the formal views of the Council (as recorded in Council Meeting minutes).
- The objection to planning application for 6a Park Place had been forwarded to Wiltshire Council. However, it appeared that the application would be successful and the Council resolved not to call it in.
- The additional rock salt had been purchased and is on site.
- The Parish Precept application had been sent in and acknowledgement from Wiltshire Council has been received.
- Cllr B Ellison reported that the three issues sent via the My Wiltshire App, had been resolved within the week.

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## 2014/005 Chairman's Report

The Chairman invited Cllr S Jefferson to speak:

- Cllr S Jefferson announced that he would be stepping down from the Council at the end of the meeting. The Chairman said that he fully understand Cllr Jefferson's reasons but, nonetheless, he was very sorry to see him go. However, he said that he was pleased that Cllr Jefferson had agreed to continue to be the Council's liaison point for the Playing Fields. On behalf of all Councillors, the Chairman thanked Cllr Jefferson for all the work that he had done as both a Councillor and as Vice Chairman of the Parish Council. The Chairman asked the Clerk to put in motion the appropriate procedures to replace Cllr Jefferson.

**Action: The Clerk**

- The Chairman also pointed out that the Council would need a new Vice Chairman and asked all Councillors to give this matter some consideration.

**Action: All Councillors**

The Chairman reported on activities undertaken since the last meeting:

- The Area Board meeting is on 15 Jan 2014; the Chairman will be attending
- The issues surrounding the bins should be resolved later in the month once Wiltshire Council have updated their records and agreed issues with the contractor Balfour Beatty. The Clerk agreed to keep this matter under review.

**Action: The Clerk**

- The Chairman had been notified of a future planning application in The Mead. This had not been sent in by Wiltshire Council nor Green Space, but from a private developer.

## 2014/006 Clerk's Report

The paper containing the clerk's report had been circulated previously.

Points to note included:

Updates have been obtained from Thames Water regarding the restoration to the Gosditch Pumping Station. Thames Water have gone to tender for the process and once approval for the release of funds for the restoration has been given, then work can proceed. Thames Water are in contact with the immediate residents concerned.

The Clerk is attempting to arrange a meeting with Thames Water regarding the flooding issues in the village (in Fore Street, Back Street and North End in particular). It was agreed that Cllr Tidmarsh, Cllr M Seymour and Cllr A Seymour would also attend this meeting.

**Action: Cllr Tidmarsh, Cllr M Seymour, Cllr A Seymour, The Clerk**

Wiltshire Council, on its website, advises parishes at risk of flooding to have Flood Plans and Flood Wardens. The Council resolved that the flooding issue be included in emergency planning arrangements which are being progressed by Cllr A Seymour is to attend a meeting of the FPG on the 15 Jan 2014.

**Action: Cllr A Seymour**

Further research by the Clerk has ascertained the formation of a Wiltshire Council Flood Planning Group (FPG). The FPG are endeavouring to prevent future problems by ensuring riparian owners

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are carrying out their responsibilities and there is a meeting of this Group on 15 January 2014. It was agreed that Cllr M Seymour and Cllr A Seymour should attend this meeting.

**Action: Cllr M Seymour, Cllr A Seymour**

Cllrs Tidmarsh and Seymour are assessing the results from the tree survey in order for tenders to be sourced.

The use of Section 106 monies for enhancement to the High Road playground equipment is to be reviewed and there will also need to be consultation with the local residents.

WALC were contacted regarding ownership of the river bank which has erosion problems, there is a lack of clarity over the situation and it may have to be referred to NALC's legal department.

**Action: The Clerk**

## 2014/007 Financial Report

The financial report had been circulated previously. This was in the form of income received and expenditure on a month by month calculation, which was compared with the budget set for the year. The forecast to the year-end had been affected by the receipt of the grant from the Community Development Fund for the Neighbourhood Planning process. The grant is intended to run throughout 2014, so the predicted surplus of £7,402 includes restricted funds (principally the Community Development Fund of £6,300) to be carried forward to the next financial year.

Expenditure in November of significant amounts were:

➤ Clerk's employment costs (gross)	£607.43
➤ Tree Survey	£900.00
➤ Website costs	£448.84

Income received

➤ Not available when the agenda had been sent, however the interest received in December was	£5.04
➤ Community Development Fund	£6,300.00 (90% of total grant)

It was noted that the Village Shop had not settled any of the interest due to the Parish Council from the £6,000 loan. The outstanding amount of £120 should be confirmed as received by the next meeting.

**Action: The Clerk**

## 2014/008 Committees, Working Groups and Representatives' Reports

- Planning Committee - the minutes from the last meeting had been circulated.
- Footpaths – no further action to report. The Council discussed the possibility of updating the Footpaths booklet. The decision to consider this for a future date was made as the Council has the Neighbourhood Plan to complete with pressing deadlines. Villagers are to be encouraged to make full use of the Public Footpaths and report back any damage which could include broken styles, fallen trees or over grown pathways (ideally via the Footpath Report pro forma that Cllr M Seymour had devised).
- Village Halls – a meeting will take place w/c 13 Jan 2014. One issue raised was dogs fouling the car park. The clerk had obtained signs for the village hall and forwarded them to the committee. The Council resolved to source a 'dog bag' dispenser which could be attached to the village hall, near a waste bin.

**Action: Cllr B Ellison**

- Memorials – no report
- Aggregates – the working group only meet twice a year and will be meeting in March. The request for a site visit to the Dairy Farm aggregates site had received a negative response, initially. The Council expressed its disappointment by the response.

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- Playing Fields – quotes are being obtained for the hedging and the broken fencing at the Bradstone, the next meeting will decide on progression. Retiring Cllr S Jefferson agreed to be the nominated Parish Council representative on the Playing Fields Committee
- Emergency Planning – as resolved earlier in the meeting, flooding issues are to be included and the initial meeting will take place later in the month

**Action: Cllr A Seymour**

- School – it was noted that the current headteacher would be retiring at Easter.
- Cotswold Water Park – no report
- Police – PC Harvey had been unable to attend, but had forwarded a report to confirm there had been a couple of shed break-ins, this time power tools had been targeted. The message continued to be 'please keep vigilant and report anything suspicious'.
- Trees - Cllr Tidmarsh has continued in validating the problem areas and recommended that much of the work in the report could be achieved by 'self-help'. It was noted that from older maps, several trees were missing and that replacements should be sourced.

**Action: Cllrs E Tidmarsh, M Seymour, A Seymour**

## 2014/009 Neighbourhood Planning update

The initial 90% of the grant had been received and has to be used by December 2014 when the Draft Final Plan should have been completed. This will give very tight timescales for all aspects of the Plan. While still in the scoping phase, three of the six strands will have to be worked upon with some intensity to meet the March 2014 deadline.

- Environment focus group meets 9 Jan 2014
- Services focus group meets in the next fortnight
- Economy focus group will require a new lead with the retirement of the Vice Chairman
- Amenities focus group have sent out an electronic questionnaire and have received a 20% feedback to date.

There is to be a second Neighbourhood Planning workshop run by Wiltshire Council in Trowbridge and Cllrs M Carter and E Tidmarsh have expressed interest in attending. Two places are to be booked.

**Action: Cllr M Carter**

As the Wiltshire Core Strategy is awaiting approval, it appears that the housing needs for the county has increased by a further 5,000 to 42,000. Some of this will need to impact on military areas with returning army personnel.

## 2014/010 Matters for the next meeting

- No items were brought forward for the next meeting

The meeting was concluded at 9.04pm

**The next meeting of the Parish Council will be held on Wednesday 12 February 2014 at 7:15pm**

Signed:

Date:

Dave Wingrove  
Chairman