

# *Ashton Keynes Parish Council*

## **Minutes of a meeting held in the Village Hall on Wednesday 14<sup>th</sup> November 2018**

Present: Cllrs D Wingrove; M Carter; M Cooper; A Tindall; A Levens; S Crawford; M Smith; N Inzani;

In attendance: Clerk Fiona Ryder.

The meeting commenced at 7:15pm

### **2018/138 Apologies for absence**

Apologies for absence were received from Cllrs Ellison and Berry.

### **2018/139 Declarations of Interest**

Cllr Carter declared a pecuniary interest in item 2018/147.

### **2018/140 To confirm the Minutes of the Council Meeting held on 14<sup>th</sup> November 2018**

The minutes of the Council Meeting 14<sup>th</sup> November 2018 had been circulated previously and were agreed and signed as a true record.

### **2018/141 Parish Council vacancies**

Parish Council Vacancies were advertised in this month's Parish Newsletter.

### **2018/142 Matters to Report not included on the agenda**

- The Chairman is continuing to investigate the cost for a plaque to be placed at the Oak Tree planted in the Churchyard to commemorate the end of World War 1.  
**Action: Cllr Wingrove**
  
- Cllr Wingrove has made enquiries regarding the defibrillator, it is 5 years old, in good condition and has 2 years manufacturer's warranty remaining. The pads will need replacing in the near future. The Parish Council had discussed moving the defibrillator into the phone box after adopting the box from BT, there is no need to move the defibrillator at this time and it was agreed to leave the defibrillator at its current location and look at an alternative use for the phone box. Various different uses for the Phone Box were discussed. The Chairman has been contacted by a Parishioner with an idea for the phone box, the Chairman will ask for more information. It was agreed that the phone box should retain its traditional look.  
**Action: Clerk & Cllr Wingrove**
  
- A notice informing of the decision regarding the precept will be placed in the February Parish Newsletter.
  
- The Chairman has spoken with the local PCSO regarding an item reported on at the last meeting. The PCSO has checked out the vehicle in question and nothing appears to be suspicious.
  
- The Village Hall report has been sent to the Secretary of the Village Hall.

### **2018/143 Chairman's Report**

- Last week a mature tree that stood at the junction of The Mead was cut down without prior planning permission, Wiltshire Council were emailed and their response was that it was a Highways matter and that Highways do not remove trees without good reason, in future they will let Ashton Keynes Parish Council know.

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- The Community Heartbeat Trust have not invoiced us for 2 years for the management of the defibrillator Volunteer Emergency Telephone System, the cost is £100 per year. The Parish Council agreed to pay the £200 invoice and look into who is responsible for informing them of the correct numbers to be used.

**Action: Cllr Wingrove**

## 2018/144 Clerk's Report

The Clerks report was circulated prior to the meeting.

- Ordnance Survey provide a mapping service for public bodies, software is needed to load the maps. The Clerk had provided information of a service for Parish Councils with costs included. A Councillor has previously used free mapping software as part of the Neighbourhood Plan and agrees that it would be useful for such things as the Tree Survey. A broader discussion is needed, since the Neighbour Plan was produced there have been new data sets that would be useful for the Parish Council. A meeting is to be arranged which will report back at the March meeting.

**Action: Cllr Carter, Cllr Tindall, Cllr Levens & Clerk**

- The Parish Council agreed the HP printing contract at 100 pages per month.

## 2018/145 Financial Report

Income since the last meeting:

Expenditure:

Administration Costs	£ 646.68
Website	£ 185.80
Mobile Phone November	£ 19.20
Room Hire November	£ 19.00
WALC Training	£ 78.00
Payroll Compliance	£ 22.80

Closing balance: £56,564.96

The Parish Council noted the financial report.

- A Cllr and Chairman have had a previous discussion regarding making banking easier for the Clerk. Cllr Crawford and Clerk to discuss online banking.

**Action: Cllr Crawford & Clerk**

## 2018/146 Ashton Keynes Charity

- The Parish Council is responsible for nominating two Trustees to the Ashton Keynes Charity, one of those trustees is coming to the end of their term this month. The Chairman informed the Cllrs of the history of the Charity and that there are around 3 meetings per year. Cllr Inzani was nominated and seconded. Cllr Inzani will now become a Trustee of Ashton Keynes Charity for a 4 year term.

Cllr Carter left the meeting for the following item.

## 2018/147 Website Contract Review

- The Parish Council and Village Website maintenance contract is due for renewal as it has been in place for 5 years. The Clerk had provided an updated contract from the current supplier and also 2 other quotes for comparison. The Parish Council agreed to continue with the current supplier Malcolm Carter and to put in place a forward plan for the future i.e. creating a manual.

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Cllr Carter returned to the meeting where he was thanked for all of his work in the past and asked to continue.

**Action: Cllr Wingrove**

## **2018/148 Tree Survey**

- The Clerk did not have enough information to go out to tender and had provided a quotation from Charlton Abbots Forestry who have previously carried out the survey for Ashton Keynes. The Parish Council agreed to go ahead with the quotation and look into providing more information for the future so that we can go out to tender next time the tree survey is due. Cllrs will await the report from the survey and then decide if a discussion is needed afterwards.

**Action: Clerk**

## **2018/149 A419 Noise Action Group**

- We have been asked to give support to the A419 Noise Action Group. In parts of the village the noise can be heard under certain atmospheric conditions, it is also an unpleasant section of road to drive on due to the noise. The council are happy to give general support.

**Action: Cllr Wingrove**

## **2018/150 Committees, Working Groups and Representatives' Report**

### **a) Planning**

**Application: 18/10373/FUL**

**Address: Land adjacent to The Barn, Derry Fields, The Derry**

**Proposal: Installation of Septic Tank**

**Decision: Object**

Ashton Keynes Parish Council Objects to this application on the following grounds:

1: There is very limited information in the application. It does not state how the septic tank has been installed; it merely contains the manufacturer's instructions. Furthermore, because the works are underground and this application is retrospective, it makes checking virtually impossible.

2: The septic tank, said to have a capacity 3800 litres, is grossly oversized for the purported use as stated in the applicants covering letter i.e. "The septic tank is intended to serve a WC for the use of the applicant and others visiting the horses at the adjacent stables".

3: The site borders, and is possibly within, both a Flood Protection Zone and Groundwater Source Protection Zone. However, the applicant makes no attempt to address potential issues associated with this.

If, in spite of this, Wiltshire Council is minded to accept the application, Ashton Keynes Parish Council requests that, amongst the conditions, there is a clause which states:

"The proposed existing development hereby permitted shall not be utilized at any time other than for purposes ancillary to the horse-riding operation"

**Action: Clerk**

### **b) Environment, inc Footpaths**

- An objection has been raised regarding Footpath 20, the Rights of Way Officer will let us know when it goes to the Planning Committee. It was agreed to contact previous councillors who were involved with Footpath 20.

**Action: Cllr Wingrove**

- The lack of water in the river was previously a concern, however, due to recent rainfall the river is flowing again.

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- The Chairman has received an email regarding the vegetative growth in the river, it is the riparian owners responsibility to maintain the watercourse. There is legislation to force owners to maintain but it is down to Wiltshire Council to enforce. Main rivers are the responsibility of the Environment Agency, the Chairman is awaiting a response from them. It was agreed to contact the owners by letter and to ask Mike Lowe for assistance.

**Action: Cllr Tindall, Cllr Wingrove & Mike Lowe**

- c) Flood management** – We have been asked to update Wiltshire Council on our Emergency Plan and to identify critical gullies. Cllrs are to review the Flood Plan which dates back to 2015 and discuss at the February Council meeting. Clerk to check named people are still happy to continue and that their numbers are correct. Once reviewed the Emergency Plan should be published on the front page of the Parish Council website.

A gully is a hole in the pavement, a critical gully is one which would cause flooding to a 60mph road or properties if blocked. Cllrs to identify gullies, Clerk to respond to Flood Resilience Officer.

**Action: All Cllrs & Clerk**

- d) Historic Conservation** -nothing to report.

- e) Minerals Liaison** – nothing to report.

- f) Village Hall** – The replacement of the floor in the main hall is a big issue, the committee are looking at grants but will require match funding, they would like to carry out the works in August next year as the Playgroup will be closed for summer. A meeting of all user groups has been called for January to discuss fund raising.

- g) Playing Fields Committee** – Cllr attended a committee meeting yesterday, the committee are looking for specific volunteers for specific jobs and also improving the standard of the Bradstone Pavilion to generate more income. Cllr spoke of match funding and is actively working with the committee to support them.

- h) Cotswold Water Park**

- Cllr spoke to the head of the Cotswold Water Park Trust regarding Footpath 20 to bring them up to date.
- There is some EU money currently available to apply for to improve cycle ways in the Cotswold Water Park, Cllr will give an update in the new year.
- The Cleveland Farm restoration is continuing according to plan with completion and community involvement during the summer of next year.
- CWP are looking to acquire some Wiltshire Council owned land north of the Cotswold Community, East of Keynes Country Park. They would like this on a lease basis as a value to wildlife.
- The purchase of Cullimore land next to the entrance of Keynes Country Park is in discussion, this would be used as additional parking.

- i) School Governors** – Governors are getting more involved. Parking remains an issue.

- j) Police** – nothing to report.

- k) Highways** – nothing to report.

## **2018/151 Speed Indicator Devices**

- The Speed Watch Group have yet to meet. Cllr Crawford to provide a report for the next meeting.

**Action: Cllrs Crawford**

## **2018/152 Update on Neighbourhood Plan initiatives**

- The Village Hall plan has been done.

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- Neighbourhood Plan initiatives to be discussed at March meeting.

## **2018/153 Matters for the next meeting**

- The agenda for the next meeting will need to be put together early due to the Christmas break.
- Parish Council Website, discuss improving and maximising usage.

## **2018/154 Date for next meeting**

It was agreed that the next meeting would be held in the Village Hall on 9<sup>th</sup> January 2019 at 7.15pm.

The meeting was concluded at 9.55pm