

# *Ashton Keynes Parish Council*

## **Minutes of the meeting held remotely via Zoom on Wednesday 14<sup>th</sup> April 2021**

Present: Cllrs D Wingrove; M Carter; M Cooper; R Blackaller; P Moran; D Ventham.

In attendance: Fiona Ryder – Clerk and one member of public.

The meeting commenced at 7:40pm due to technical issues.

The Chairman welcomed everyone to the meeting. There was one member of public in attendance as an observer. The Chairman made the following statement: Ashton Keynes Parish Council joins the nation in mourning the death of His Royal Highness the Duke of Edinburgh and we send our deepest condolences to the Royal Family during this sad period.

### **21-22/001 Apologies for absence**

Apologies for absence were received from Cllrs Crawford, Inzani, Smith and Low and Unitary Cllr Berry.

### **21-22/002 Declarations of Interest**

There were no declarations of interest.

### **21-22/003 Minutes of the Council Meeting held on 10<sup>th</sup> March 2021**

The minutes of the meeting held on 10<sup>th</sup> March 2021 were approved and signed.

### **21-22/004 Actions from Previous Meeting**

20-21/147b – Flood Warning signage for Rixon Gate has been requested, the Parish Steward will provide 2 signs.

20-21/158 – Church Walk Footpath (FP8) – The Clerk has written to Wiltshire Council and chased Highways for a response – Action carried forward.

**Action: Clerk**

20-21/161 – The Emergency Plan is in the process of being updated, Chairman to respond to Cllr Moran regarding update.

**Action: Cllr Wingrove**

20-21/162 - SID, Noticeboard and Phone Box to be photographed and visually inspected for asset register. Office equipment to be PAT tested.

**Action: Clerk, Cllr Crawford & Cllr Blackaller**

20-21/164k – There was no update regarding brambles on the footpath out of Gosditch.

### **21-22/005 Chairman's Report**

The Chairman expressed his thanks to all councillors for the work carried out during the last 4 years and in particular those councillors who would be stepping down in May. Elections will be taking place on 6<sup>th</sup> May, however, there will not be a vote for the Parish Council as we have 10 nominations and 11 seats available. The new council will take office on the 10<sup>th</sup> May and will consist of 8 existing councillors and 2 new. The first meeting of the new council will be the May meeting where the Chairman and other roles are elected.

The Cotswold Lakes Trust raised concerns regarding the layby in Rixon Gate being used by people who are illegally fishing, the layby is used by walkers and although some do occasionally block the access to the bridleway there generally are no problems caused by the use of the layby. The layby is not CLT land and it is not likely that Highways will take any action. It was agreed that the Parish Council would not get involved in the matter and that the CLT are able to take up the issues with highways should they wish to pursue.

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The Action Tracker is a good way to keep an eye on actions from meetings that will not be actioned immediately, however, some actions are not being updated by councillors. The Chairman will go through the action tracker so that we can start fresh with the new council in May and Councillors will be asked to update actions.

**Action: Cllr Wingrove**

## 21-22/006 Clerks Report

A report was circulated prior to the meeting. The Clerk added that she has sent a letter regarding the faulty Velux windows at the Village Hall. The council agreed to renew membership to WALC & NALC.

**Action: Clerk**

The Fingerpost at The Derry/High Road/ Happyland junction lost its 4<sup>th</sup> arm a while ago which has since disappeared. Those signposts are very traditional, it would be a shame to lose another one. The Chairman has been looking at options to repair/refurbish the post and will provide an update at a future meeting. The Finger Post is a village asset and should be included on the asset register.

**Action: Cllr Wingrove & Clerk**

## 21-22/007 Financial Report

### Income since the last meeting:

### Expenditure since the last meeting:

Admin to Council	£ 454.60
Zoom Video Comms	£ 14.39
OSM Jan & March	£1800.00
O2 Mobile Phone Contract	£ 20.21
SLCC Membership	£ 112.00
SLCC Training	£ 54.00
Website Support	£ 228.69
Clerks Expenses	£ 49.45
Playing Fields Grant	£ 208.00

Closing balance: £15,194.71

Due to prudent financial management we will carry over just over £4000 this year.

The Direct Debit schedule for 2021-2022 was approved as was the Financial report.

## 21-22/008 Remote Meetings and Annual Meetings

The May meeting is the Annual Parish Council Meeting and is defined as to when it has to be held, this is the meeting that involves electing the Chair etc. This meeting would normally be held on the second Wednesday of the month as with all other Parish Council meetings, however, due to changes in Coronavirus regulations the Clerk has proposed moving the meeting to 19<sup>th</sup> May in line with the reopening of Village Halls. Legislation was passed in parliament last year to allow for remote meetings to take place, this legislation ends on 7<sup>th</sup> May 2021, there is a court case going ahead at the moment to challenge the ending of the legislation, if the legislation is not extended, we will have to return to face to face meetings. A laptop could be set up to allow any parishioners who are desperate to attend but are not able to attend in person. A risk assessment will need to be in place. It was agreed that the May Annual Parish Council Meeting will be held in the main room of the Village Hall on 19<sup>th</sup> May.

The Annual Parish Meeting is where the Parish Council are legally obliged to give an account to parishioners and allow questions to be asked, reports are also presented by village organisations. This meeting was not required to be held last year due to Coronavirus restrictions but is expected to be held this year. It was agreed to hold the Annual Parish

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Meeting via Zoom on 5<sup>th</sup> May. The Clerk will write to village organisations asking them to present a short report and will advertise the meeting.

**Action: Clerk**

The main hall of the Village Hall has been booked for meetings up to and including March 2022 for the second Wednesday of the month except for September and October due to the hall already being booked. The September meeting has been booked for 15<sup>th</sup> and the October meeting has been booked for 20<sup>th</sup>.

## 21-22/009 Telephone Box

Options have been looked into regarding the restoration of the phone box, however, none of them are suitable or able to take on the work for some time. It was agreed that the restoration of the phone box would be run as a community voluntary scheme led by Councillor Blackaller the only costs would be for materials.

**Action: Cllr Blackaller**

## 21-22/010 Committees, Working Groups and Representatives' Report

- a) **Planning**  
No report
- b) **Flood Risk** – There are no new issues to report. Wiltshire Highways want to make sure that the ditches and drainage in Fridays Ham Lane and Rixon Gare are in order. Some ditches need clearing prior to Highways scheduling a visit with the Vector. Currently awaiting Wiltshire Council to inform which areas need clearing and then the Parish Council can contact landowners to request pre-clearance works be carried out.
- c) **Internal Affairs** – No report.
- d) **Minerals Liaison** – No report.
- e) **Village Hall** – A meeting is due to be held next week. The Velux windows have been repaired.
- f) **Playing Fields Committee** – No report.
- g) **Cotswold Lake Trust** – Members of the Cotswold Lake Trust have spoken with the Chair and other councillors regarding an update on their intentions for the future, a report had been circulated. There are some exciting plans and changes have already been made to the name and structure of the organisation.
- h) **School Governors** – No report.
- i) **Police** – No report.
- j) **Highways** – A parishioner had enquired about pedestrian crossing signage on the B4696. Cllr Crawford to provide an update.

**Action: Cllr Crawford**

Concerns have been raised regarding an increased number of lorries travelling through the village and traffic speed. The Wheatley's Farm Development is coming to an end and we will need to build in a traffic plan for the AB Carter development site to limit construction traffic through the village.

A proposed 20mph speed limit in the village has been put forward by a parishioner, the Clerk has asked for the correct forms to be completed and returned for consideration.

- k) **Footpaths & Cycle Routes** – The Clerk has chased Wiltshire Council for a response regarding Footpath 8. Footpath 20 had a permissive route which was closed, Wiltshire Council agreed it should be re-opened but this has been held up due to Coronavirus and is still going through legal procedures.
- l) **Ashton Keynes Charities** – No Report

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## **21-22/011 Matters for the next meeting**

Councillors were reminded to contact the Clerk with any items to be put forward for the agenda at least 10 days before the next meeting.

## **21-22/012 Date for the next meeting**

The date for the next Parish Council meeting will be 19<sup>th</sup> May 2021. The meeting will be held in the Village Hall.

Thanks were given to those councillors who would be stepping down in May and to Stephen Butcher for joining us for the last few months.

The meeting concluded at 8.55pm