

SHERSTON PARISH COUNCIL

MINUTES OF SHERSTON PARISH COUNCIL HELD ON THURSDAY 6th APRIL 2017 at 7.30PM, IN SHERSTON VILLAGE HALL

PRESENT:

Chairman	Mr J Matthews (JM)			
Vice-Chairman	Mr G Morris (GM)			
Councillors	Mr T Moody (TM)	Mr P Cutcher (PC)	Mr J Hillier (JH)	Mr G Robinson (GR)
	Mrs M Jolliffe (MJ)	Mrs T Burgess (TB)	Mr J Hillier (JH)	Mr S Magee (SM)
County Councillor	Mr J Thomson (JT)			

No members of the public were present.

Item
<p>380. Apologies for absence Apologies were sent from Councillor Weedon and Graham Hayman.</p> <p>381. Declarations of Interest TM declared an interest in -NHP update</p> <p>382. Members of the public are invited to address the council on agenda items. No questions.</p> <p>383 To confirm the minutes of the meeting on 9TH March 2017 The Minutes were approved.</p> <p>384. Update on Local Council May Elections GM updated the council that he has been informed by WC that Sherston is an uncontested area and so there will be no need for an Election. Councillor Jarvis has informed SW and JM that unfortunately she is relocating so will not be standing as a councillor anymore. There are currently two vacancies left on the parish council. SM commented that any councillor should only join if they are willing to take on a role.</p> <p>385. Planning Schedules received and new applications: 17/002131/FUL – Remove existing garage , replace with timber framed flat roof extension - 2 Gaston Lane, Sherston</p> <p>17/01660/FUL - Proposed two storey extension and associated works – Tavern House Willesley- SM spoke to residents in Willesley about this application and all were happy with the application except the immediate neighbour who is concerned how the extension will impact on her sunlight in her garden. GM will include this in his notes.</p> <p>All of the above were discussed in full at the planning sub-committee meeting after main meeting (see appendix B)</p> <p>385.1 Update on the Holford Arms, The parish council received an email from Anne Murphy an enforcement officer at WC regarding applications 15/00464/ENF and 16/1143/CLE at the Holford Arms. She has been to the site to discuss with the owner what they intend to do about the remaining breaches of planning control:-</p> <ul style="list-style-type: none">• Caravans are still being stored in an area of land which runs south from the pub to the solid line of trees. She has advised the owners that they need to re- site the caravans into the land immediately behind the pub or apply for planning permission to retain them where they are. If the owner has registered the site with an affiliated organisation such as the ‘Caravan and Camping Club’ he can use the site for a certain number of days subject to specific criteria without planning permission.

- The wooden Chalet behind the pub. The veranda and porch attached to the chalet is too large to fit criteria for a mobile home and requires planning permission.
- Additional Caravans and Mobile Homes. The pub chef had been living in the mobile home on the site. The owners have informed the officer that this is no longer the case. The owners have been advised that this use must cease. The mobile home needs to be either removed or re-sited to the field immediately behind the pub. There are also two new wooden structures adjacent to the mobile home. The officer was told that one of these were to provide shelter when the owner does outside work and the other one is to be a moveable caravan. Depending on whether or not these structures are moved around, planning permission may or may not be required. The officer was informed a further application is likely to be submitted and she gave the owners 28 days to do this. Mrs Murphy will keep the parish council updated.

386. Update on Neighbourhood Plan.

There was a meeting on 30th March. At the previous meeting in February, Zoe Metcalfe and Alex Ross formed a small group after asking the Steering Group if they could look into alternative options other than the current NP proposal. They had asked for 4 weeks, but were given six weeks to investigate further. At the meeting they reported back on their findings and ideas. Their proposal is to use 3.9 acres instead of the whole 9 acres site; the site would include a new surgery, land for a new pre-school and any future school expansion, there would be no houses but a block of 29 assisted living apartments on the site instead. The belief is that by building such a development it would free up family homes in Sherston. No financial information was tabled

GR explained that Zoe Metcalfe and a professional team at ARUP, the company she is employed by, had looked into the Steering Group's proposal for the site and had concerns over the viability of the scheme as it has not yet assessed the highways and pavement improvements needed for the uplift in traffic in the area. The concern being that if more improvements were needed, these would cost more money and hence could affect the viability of the current proposal. GM stated that, as had been explained in detail at previous meetings, WC, landowners and studies so far have shown the Steering Groups' NP proposal to be viable.

The advisers within Arup suggested a traffic assessment should be carried out before the original NP Steering Group proposal could go any further. GR asked the parish council if there was any way of raising funds to explore this further.

The Steering Group have been given advice from WC (and planners who specialise in Neighbourhood Plans) that at this stage a traffic assessment was not needed. This would only be necessary at a later planning application stage after (and independent from) the approval of the NP. PC also went on to say that extra funds could not come from the parish council.

PC made a final point that clarification was needed regarding who these 'professionals' were and that if there were a conflict of interest this would need to be declared. GR explained that there were no commercial enterprise interests from either Zoe Metcalfe or Alex Ross and that their motivation was purely to try to use their expertise to assist the steering committee to get the right development for the village.

GM believed that the steering group needed to get on with the initial NP proposal as timing was of the essence. JM informed the parish council that although the alternative proposal was innovative, there had not been any contact with the landowners which was key to whether the scheme was viable. Much more information was needed before any real thought could be given to the proposal. The steering group also needed a planner's point of view and WC's advice. SM fully supports looking into alternatives but agreed with PC that any funds needed to come from WC and not the PC.

JM brought forward a piece of late correspondence from Mrs. Wilson, who had written to the Cliffhanger complaining that a recent article regarding the Neighbourhood Plan was misleading. JM agreed that the article was misleading by giving the impression that the update was by the Steering Group or the parish when neither was true. GR added that he believed the content was factually accurate.

387. Correspondence

387.1 Wiltshire Council – Waiting Restrictions Review

WC is currently undertaking the above which looks at white lines/markings etc within the county.

SW met with Jack Francis from WC to discuss various requirements that the parish council had previously discussed. The hatched lines opposite the Rattlebone on the corner have now been done, but the area on the junction outside the side of the pub going down to Noble Street was discussed and if asked if some form of similar hatched area could be included at the top of the junction to enable safe access to the B4040 coming from Tanners Hill/Noble Street. SW asked for advice regarding the access issue on the corner of Cliff Road/Silver Street and emergency and refuse vehicles unable to get through due to the parked cars on the corner. Mr Francis suggested inserting a single white line around the corner house, shown in his recommendations for the review which SW has circulated to the council.

387.2 Mr Walsh Easton Town Speed

The Cliffhanger has passed on a letter sent to them from a resident in Easton Town concerned about the speed of drivers going through the village. He has written in the form of an open letter asking drivers many who live in Sherston to slow down and stick to the speed limit before a serious accident occurs. GR who also lives at Easton Town agrees with Mr Walsh and his concerns over speeding traffic.

GR wrote to Dyson mentioning the speed in which cars drive through the village and asked if they would ask their employees to respect speed limits when driving through the local villages. GR asked if there was any chance of having speed signs in the village. GM will bring this matter up at the next CATG, they will then arrange metro counters at the entrances to the village to gauge speed

ACTION – GM to bring issue up at CATG.

387.3 Wiltshire Council- Parish and Town Council Highways Evenings

WC Highways have sent their latest update and reminded councils of the Highway Evenings in May which are an opportunity to find out more about Highways and the Street scene Service. The Chippenham evening is on the 17th May 7pm-9pm. PC has offered to attend.

387.4 P Jones – Sherston Arts Festival 2017

Sherston Arts Festival is taking place in October this year and the committee have asked if the parish council as in previous years would help financially support the festival. They are asking if the council would consider raising their donation from £250-£350.00 to help then cover increased costs. Although the council are fully supportive of the festival and will donate as in previous years, they would like to know more information on the costs before they make the decision to increase the donation by £100.

ACTION – SW to contact Mrs Jones

387.5 Wiltshire Council – Community Asset Transfer Update

Wiltshire Council has sent information regarding ongoing discussions on the above and service delegation. These asset and service transfers mainly affect larger councils where WC own assets such as playgrounds, parks, public toilets etc. SW has more information if needed.

LATE

387.6 Sherston Boules committee have asked the parish council if the recreation ground can be used again this year for parking. The parish council agreed.

388. Finance – To agree payments in accordance with the budget as listed in the financial summary

The parish council approved all payments listed in the summary. (Appendix A).

389 SW to update council on play equipment and skate park repairs

Since the last meeting the March Safety inspection report was undertaken. Met up with ARD playground Company to discuss their safety concerns after recent inspection. The main concern was that the Playforce Trail and the Playdale swings which all contain rotting timbers in some cases making the units unstable. What also was flagged up as High risk on the visit was the climbing wall of the trail which was actually moving from

the ground and ARD cordoned it off with tap at the time and recommended it be removed as soon as possible. Playforce have assured SW that they will remove the wall until any repairs are undertaken SW has been in contact with both Playdale (swings) and Playforce (activity trail) regarding these issues. Both companies will honour their timber warranty guarantees. SW is waiting for their quote.

Swings – SW has received a quote from Playdale regarding repairs for both swings, the quote is for £309.48 which includes all timber FOC. ARD who are the play company who undertake the inspection advised SW that this is an excellent price. SW asked the council if she can accept this quote. The council all agreed.

Activity Trail – SW is waiting on Playforce for a quote regarding the activity Trail, she will update the council when she has quote.

Football Nets – The council may recall some time ago a request to remove the current goal posts and replace with smaller moveable ones. After some discussion with Paul Gray regarding the most suitable type of goal SW has put forward a goal that is pocketed into the ground so can be easily moved if needed for certain events. The proposed goal is a smaller size than the current one so 16x16 and Paul can advise the council on the ideal distance to play them as advised by the FA. The price of the goals can be reclaimed under the section 106 funds that have yet to be claimed. The costs of the proposed goals are in the region of £450-£550 and SW asked the council if they would be happy if she proceeded with the purchase? The Council all agreed

The current goals were removed today by TM; the council would like to thank TM for all his help.

Skate board Park Repairs – SW has received a quote regarding repairs to the skateboard park, this is to rectify any high issues that were flagged up in the summer ROSPA inspection. Total cost of repairs £850.50 The council agreed to this cost.

390. SW to update Council on new website.

SW has met with Paul Ormiston who has been working on the new parish council website. She is going to look at layout, content and in what order pages should be. SW will send on to the councillors for their views and also will need councillors to contribute information on certain pages relevant to them, such as planning, footpaths etc, finance etc.

391. The North Legacy Committee Meeting

JM will arrange the initial meeting before the next meeting.

392. Environment, Parish Lands and General Services Update

392.1 Defibrillators – Cards regarding the code for the unit are being printed and will be issued in one of the Cliffhanger editions.

392.2 Allotments – Rent renewal letters have all been sent out for rents in before the end of April. An inspection has taken place and warning letters will be sent out to those allotment holders whose plots are in a bad state. If they choose not to give up their plot then their plots must improve by the beginning of June.

SW asked the parish council if she could instruct Martin Ward and Andy Walden to undertake improvements to some plots which are in terrible condition before being offered to others on the waiting list, the council agreed that the worst ones should be improved by Martin Ward before being handed on to others.

392.3 Footpath Group - PC informed the meeting that there is a footpath meeting on the 27th of April In which the locations of the kissing gates will be discussed and finalised.

392.4 Leases

The Tennis Club have returned their signed lease along with the cheque for the rent for 2017/18. The other clubs will be contacted regarding their leases.

ACTION – SW to get JM to sign

392.5 Cliffhanger Update

Previously discussed under Neighbourhood Plan.

392.6 5 Grove Wood

SW sent John Lloyd who kindly dealt with the fallen down tree a thank you card and present.

392.7 Recreation Ground – GR arranged meetings r with two play companies, who visited the site and discussed the current issues and future plans with GR and SW. GR informed the meeting that there is great new play and fitness equipment on the market now which can be explored further once future funds are finalised regarding the playground. They are going to work on ideas and report back with plans. All other issues previously discussed under agenda item 11.

392.8 Sports field – Skateboard Area – Previously discussed

393. Update on Highway Issues

The recent road surfacing and closure went to plan and with minimal disruption. The only problem is the amount of grit that is left on the pavement from the roads which is making them very slippery. JM asked SW to thank the Highways team for their great work but to ask if and when the pavements can be swept properly.

394. Green Lane

SW met with Matt Perrott from Highways and home owners who ran through problem of the flooding and drainage on the footpath. The problem is that the ownership of the path still needs clarifying as Green Square is saying its Wiltshire Council responsibility and WC think differently. WC will confirm this once and for all so action can be taken. If A – It is Wiltshire Councils responsibility (some of it has to be as the problem started when they installed the 'Safe walk to school path') they will install a much needed drain. B- If it is Green Squares path, WC will work with them to resolve the issue. Matt Perrott will update SW when he hears back from WC and Green Square.

395 Missing and damaged signs

SW mentioned signs that need replacing or repairing during her meeting with Highways. Due to budget cuts at WC there is currently no money for new signs. However if the PC bought them, the parish steward could install them on a wall or on pre-existing ledges. For the Silver street end of Cliff Road and Tetbury Road, both signs are faded. SW will instruct the steward to paint them and repair. A sign on Wood Close is also damaged and the Steward can easily install a new sign once one is purchased. Court Street also needs a new sign.

ACTION - Matt Perrott will inform SW of a good supplier of signs.

396 Safe Walking to School Route

During highways meeting SW discussed the lines on Court Street that is meant to indicate the Safe Walk to School route along. Mr Perrott informed SW that although WC could repaint these lines , now the High Street and outside the Rattle bone has been refurbished and a proper pavement installed , this route does not seem to be a the safest option now. He suggested contacting the school to see when they last undertook a Safe Walking to School review. It may be possible if the safe route was removed and redirected away from Court Street a double yellow line could be placed opposite Mrs Woodward's entrance this would solve her issue with her access. However Matt also thought that the driveway is accessible if one was to reverse in despite any cars parked opposite which the council did in fact agree with. SW will contact the school to ask when the last Safe Walking to School route was discussed.

397 Jobs for the Parish Steward

Touch up road signs mentioned previously, overgrown Ivy on the walls at Antony Close.

398. Report on outside meetings

All mentioned

399. Agenda items for next meeting and AOB for information only.

Planning policy review, AGM.

MJ mentioned her dismay over the possible name change of the village hall to Rifle Range as mentioned in the Cliffhanger, wasn't sure if it was an April Fool's joke. None of the other councillors had read this so couldn't comment.

SW will resend code to access WC registering interests online.

400. Public Question Time.

None.

401. Time and Date of next meeting

The next Parish Council meeting is on 22nd May Monday in the Scout Hut 7.30pm

The meeting finished at 9.30pm and minutes were taken by the Parish Clerk, Mrs Sarah Wood.

Sherston Parish Council
Financial data as at 6th April 2017

£

Bank account balances at the report date:

Current Account	927.70
Deposit	360,564.92
<u>Total balances</u>	<u>361,492.62</u>

Payments for approval at this meeting:

Sherston Post office - Tree work Mr J Lloyd	12.43
CPC - March and April Cliffhanger	1,375.62
Compass Graphics - website work .art work	480.60
ARD - March play inspection	110.00
Pat Cooper - Village Tidy	72.00
AW Services - Quarterly payments	500.00
WC - Allotment rent	32.50
Compass Graphics- web updates	288.00
<u>Total payments for approval today</u>	<u>2,871.15</u>

Payment already agreed but for info only

PWLB - April loan payment 5,990.94

Funds received and allocated but not yet agreed for payment:

Remaining 'Heroes All' profits	1,334.76
SOSCIC funds/accelerated rent -	36,000.00
Area Board funding - New Stiles	500.00
Mrs North Estate - Sherston Young People	296,521.84
<u>Total future allocations</u>	<u>334,356.60</u>

Receipts this month in Bank

Cliffhanger Advertising	745.00
SOSCIC - 1st Oct 2020 as previously discussed	6,000.00
Allotment rents	45.00
<u>Total</u>	<u>6,790.00</u>

Planning Sub-Committee
April 2017

As the next regular meeting of the Council and the Planning Sub-Committee is not until 22nd May 2017 the following Applications have been reviewed by individual members of the Committee and results collected here. Results will be formally confirmed at the meeting in May.

17/02251/FUL Extensions to house etc.
Ladyswood Stud, Ladyswood, Wiltshire.

This is an extensive reorganisation/maintenance/expansion operation. It is set well outside the village, and is almost invisible from the road. We are happy to leave the decision to the Planning Department.

We are concerned about the Right of Way across this site. This must be maintained. If any changes/re-routing is proposed this must be the subject to full negotiations with the Parish Council and the Footpaths Group.

17/02492/FUL Erection of 4 Bed Dwelling
10 Easton Square, Sherston

This is a proposed new build in the garden of No 10 Easton Square. We note that there has been the subject of Pre-application advice. It is a large property but on a small plot. Parking seems to be covered reasonably well. The footprint of the property within the site seems large. Is this over-development?

We have no reservations in principle to the development, and are happy to leave the details to the Planning Department.

This last application is subject to a closing date of 18th May, and we seek approval to submit our formal comments directly after our Meeting on 22nd May. The following comments are based on only limited consultation.

17/03071/FUL Change of use from Commercial to Residential
Tucks Farm Shop. Noble Street, Sherston

We were sad, but not surprised to receive this Application. We would much prefer the shop to remain as it is an asset to the village. Change of use is subject to a strict procedure, with time limits, and need to be sure these requirements have been met. We are also aware of some interest in the property for an arts/craft centre.

G J Morris
Chairman, Planning Sub-Committee