

DRAFT UNTIL APPROVED AT MEETING

SHERSTON PARISH COUNCIL

**MINUTES OF SHERSTON PARISH COUNCIL HELD ON THURSDAY  
20<sup>th</sup> JULY 2017 at 7.30PM, IN SHERSTON VILLAGE HALL**

PRESENT:

Chairman                      Mr J Matthews (JM)  
Vice-Chairman              Mr G Morris (GM)  
Councillors                  Mr P Cutcher (PC)   Mr J Hillier (JH), Mr T Weedon (TW), Mr G Robinson (GR)  
   Mrs T Burgess (TB) Mr S Magee(SM), Mr G Hayman (GH)   Mr T Moody (TM)  
   Mrs M Jolliffe(MJ)

Wiltshire Councillor      Mr John Thomson

9 members of the public were present.

Item
<p><b>519 .Apologies for absence</b> Apologies were sent from Councillor Moody.</p>
<p><b>520.Declarations of Interest</b> None.</p>
<p><b>521. Members of the public are invited to address the council on agenda items.</b> Two residents of Pinkney were in attendance at the meeting to discuss their concern regarding drivers using excessive speed in Pinkney. As residents they would like to see the speed limit reduced. There have been a couple of incidents over the last 2 years. The road is not level and has a number of bends and cambers that increase the risk of accidents.</p> <p>They asked for the support of the PC in investigating further a solution. Councillor Cutcher had previously mentioned this problem to the Parish Council and the issue is currently in the CATG system, in order for speed to be monitored. The next stage will be to analyse the results and look into refurbishing the coloured strips on entering Pinkney. Martin Rose can look at the problem through the CATG system and report back before the September or October meeting about what could be done. The parish council fully endorse further measures to improve the current situation and would contribute towards any funding if required by CATG.</p>
<p><b>522. To confirm the minutes of the meeting held 15<sup>th</sup> June 2017</b> Minutes awaiting approval</p>
<p><b>523. Parish Council to comment on planning applications and schedules received</b></p>
<p><b>523.1 App -17/05696/LBC – Proposed replacement of 6 windows, 43 Cliff Road, Sherston</b> This application was discussed later in the meeting. Please see later notes.</p>
<p><b>523.2 App – Demolition of 3 existing buildings and construction of 3 residential units, garage and turning space – Tucks Yard, Noble Street, Sherston</b> JM welcomed the owner Mr Andrew Whereat to the meeting and wanted to start by saying Mr Tuck and his family had provided Sherston with an amazing service which has been operating for 35 years, and wanted to formally thank him for this. The above premises has been up for commercial sale over the last 12 months and in that time unfortunately there has been no offers to purchase it as a going concern. Mr Whereat would want nothing more than the site to remain as a business premises however there is not the interest and they no longer can financially afford to continue thus have applied for change of use and planning application for residential dwellings. Although there was an offer for commercial use, it was not the figure that the owners would accept, over the course of the year they have decreased the price as much as they could so are unable</p>

to drop the price anymore.

The Parish Council and most of the village would ideally want the site to remain commercial premises however fully appreciate the fact that if it is proven that there is no commercial viability by WC then the site should not be left empty and neglected but developed for housing. The question was asked why it was necessary in the plans for the barn to be demolished. Mr Whereat replied that the building is in such a state of repair that to rebuild/develop the building would cost so much money that it would not be financially viable.

Further discussion took place after which a vote was taken by the council where it agreed that in response to the application it would state that the Parish Council would prefer the premises to remain commercial however if WC think that that market conditions may not be favourable and agree to a change of use then the parish council would be prepared to have suitable residential housing on the site.

#### **524. Update on Neighbourhood Plan**

Meetings have taken place between WC and the alternative options group (AOG). The group were told that the figures need to be reworked as does the mix of houses. SM asked why is taken so long and the plan really needs to get going, JM answered that they have been advised that the process needs to be followed and other options explored if put forward. It may be very frustrating and slow however if the process isn't followed the inspector may reject the plan at the examination in public stage.

JT wanted to publicly clarify in regards to the recent correspondence from Singers regarding the Moody land that WC have not been in any discussions with the Moody's or developers regarding future development plans. This is their land and their business. If Moody's do sign with developers they will have to talk to WC regarding the 'ransom strip' which is in place until 2021. JM will update the council in due course.

A member of the public brought up her concern about road safety at the school. JM replied that from the beginning of the NP process, safety, extra parking and access have always been an aspiration and included in the plan. Both NP and AOG have emphasised the importance of safety and parking at the school.

JT went on to say that until the NP is in force , he has recently spoken to the school who are now in the process of updating their safe travel to school plan , WC is securing funding for a lollipop person and the police are going to visit more frequently and enforce penalties . Every school in Wiltshire has the same problems and it is in everyone's interest for land to be secured within a NP for the future expansion of the school.

#### **525. Update on Councillor Vacancies**

Martin Smith who contacted the parish council regarding becoming a councillor was in attendance and was co-opted on to the Parish Council by a unanimous vote . SW will contact WC and inform them of the new councillor, SW gave Mr Smith a welcome pack and an acceptance of Office form which he signed and returned.

Nic Fisher who also contacted the parish council regarding becoming a councillor was in attendance at the meeting. She gave a brief introduction and her reasons for wanting to become a councillor, she also circulated a hard copy of her CV which SW will email electronically later in the month. JM thanked her for coming and invited her to the September meeting where the council will take a vote regarding co-option on the council.

#### **526. Update on Clerk Vacancy**

SW thanked the council for all their support during her absence regarding her father's illness and subsequent death last month. On her return she informed JM that after 14 years she wished to leave the parish council and handed her notice in, she plans to leave by mid September. The advert for the vacancy has gone out locally, and on the WALC website and newsletter. After discussion the financial committee raised the level of pay scale set by NALC from a LC1 level to a LC2 to reflect the responsibilities that the job now involves and also the council are looking for not only a Clerk but a Responsible Financial officer. This would mean the

clerk/RFO would do all the budgeting and accounts which is currently being undertaken by SM. Currently 16 applicants have applied for the job.

SW is currently going through files and working with the WC history and records office regarding what can go into storage there, as she wishes to make the handover as 'light' as possible for the new clerk.

She will be setting up a handover process and a manual of work the job entails. She will not be taking on any more projects and some outstanding ones will have to be taken on by councillors and the new clerk.

SW will do a list of all projects that need adopting and circulate. The council agreed that JM, GM, SM and SW would undertake the recruitment and interviewing process.

## **527. Correspondence**

### **527.1 WC rights of Way – Notice of confirmation of Public Diversion Order – Sherston 17 (part) Diversion.**

WC sent confirmation that due to no objections, the above footpath has now been diverted as stated in consultation documents sent in May.

### **527.2 WC – Ellen Blacker – Dementia Friendly Action Plan**

After Ellen's presentation at the Annual Parish Meeting she has sent the council Dementia Friendly Communities Plan. She is asking each Parish to identify volunteers to get involved with the Action Plan in the form of a steering group. SW sent the document to councillors to view and asked for volunteers so she can inform Ellen. GM has offered to look into this.

### **527.3 Request for parking on recreation ground**

Mrs R Clark has written to the parish council to formally ask if the recreation ground can be used for parking for her daughter's wedding on the 5<sup>th</sup> August. The parish council all agreed with request.

### **527.4 Citizens Advice Bureau –**

The above charity wrote to the parish council asking for financial support. The Parish Council agreed to donate £50 as in previous years.

### **527.5 WC – Draft Wiltshire Site Allocations Plan – Notice of Consultation**

WC Cabinet have approved the draft Wiltshire Housing Site Allocations Plan for consultation to commence on 14<sup>th</sup> July for 10 weeks. The plan will revise where necessary, settlement boundaries and allocate new sites for housing to ensure the delivery of homes across the plan period to 2026.

SW sent the email and link to all councillors.

LATE –

527.6 Noise - V Cushing wrote to the parish council complaining about the Boondocks finishing late in to the night way past its 11pm limit at the weekend. Two members of the public who were in attendance at the festival disagreed and said that all music was stopped just after 11pm on both nights. A resident who lives nearby who was not at the festival verified this report. There were a lot of private parties in the village that evening which could have explained late noise. The parish council asked the public who were at the meeting their views and they all said that once every year or 2 for two nights it is not a problem.

SW will reply to Mrs Cushing.

527.7 Telephone boxes- BT have admitted it was their mistake when attempting to remove the High Street Phone box, and that they had been sent instructions by the Parish Council to adopt this and two other phone boxes within the parish. They have since sent an adoption contract for all three phone boxes to SW which has to be returned with a £3 cheque, which is the adoption fee for all three boxes. The parish council were all happy with this. Once the boxes are adopted it is up to the community to decide how to best use them.

### **527.8 Police and Crime Commissioner – Action Fund**

The above have contacted SW regarding a fund that has been created to benefit local communities, projects that would meet the criteria of the fund would be those that demonstrate a reduction in rural crime in communities or projects that promote community safety, helping to keep their community safe. Further

information can be found on the commissioners website [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)

**528.– To agree payments in accordance with the budget as listed in the financial summary**

The parish council approved all payments listed in the summary as at 20/07/17

**529 – Update on internal Audit –**

SM reported at the June meeting that the internal audit was successful; there was a small note to the PAYE agent regarding National Insurance underpayment which SW has sent to the agent to look into and report back. SW has circulated the internal audit to all councillors. The annual return is currently with the external auditors Grant Thornton.

**530. Environment and Parish Lands – Updates on the following:-**

- **Defibrillators**

PC confirmed all in good working order

- **Allotments**

SW in process of allocating vacant plots. 2 plots have now been taken on, waiting to hear from 3 others who have been offered plots.

- **Cliffhanger –**

SW met with Tahiti Van Rooyen who undertakes the advertising side of the Cliffhanger and she would like to take on the invoicing side of the Cliffhanger.

- **Footpath Group**

Nothing to report.

- **Leases**

Nothing to discuss

- **Grove Wood**

Sign to be replaced, PC awaiting Martin Wards quote on clearing paths.

- **Recreation Ground**

After GR raised concerns about some large holes appearing in the walls and believed Robert Simpkins has been in touch regarding a repair and happy to repair the wall, maximum cost quoted £250. The council were very happy to accept this quote especially as Mr Simpkins is one of the best waller's in the area.

Repairs are to be undertaken on the Zip Wire today. ARD have undertaken immediate safety repairs that they noticed on their June Safety Inspection. They also carried out the works to the skateboard park and are currently waiting on the parts from Play dale to repair the swings. SW asked for a working party to start looking at new equipment to replace the older equipment which is coming to the end of its safe life. GR has offered to head up this group and will send an email to everyone to ask who wishes to join the committee.

Fun in the Sun starts on Wednesday and runs for a month every Wednesday. It has been advertised on FACE book and the website.

- **Sports Field**

No news

**531. Update on Highway Issues**

Work on the Jubilee Triangle which was due to start at the beginning of July has yet to commence. This is due to unforeseen Highway repairs in the County that have taken priority. Martin Ward has done great job in the village clearing weeds and overgrown vegetation in the centre of the village in time for Boules.

**532. Jobs for Parish Steward**

Dave Catley the Parish Steward has been in touch with SW over the last few months regarding jobs in the village and the scheme is working very well. Please continue to inform SW of any jobs that need undertaking by the Steward.

**533. Report on outside meetings**

The Area Board came to Sherston on the 12<sup>th</sup> July, attendance could have been better.

**534. Items for the September meeting**

New clerk, outstanding projects that need volunteers, the North Legacy, telephone box ideas.

**535. Public question time**

J Woodward asked for an update regarding the lines outside her home, and if the new young trees planted on the recreation ground could be seen to as the ties and surrounds are too tight.

SW will ask Martin Ward to see to it.

**536. Any other business for Information only**

None

**537. Time and Date of next meeting**

The next Parish Council meeting is on 14<sup>th</sup> September in the Village Hall at 7.30p.m

The meeting finished at 10.10pm and the Chairman apologised for keeping everyone so long in such a marathon meeting.

**Sherston Parish Council**

**Financial Data as at 20th July 2017**

£

**Bank account balances at the report date:**

Current Account	349,065.20
Deposit	440.00
<b><u>Total balances</u></b>	<b><u>349,505.20</u></b>

**Payments for approval at this meeting:**

CPC - June Invoice	720.41
Sherston Young Craft Group - Ehodges	112.50
Adoption of BT phone boxes	3.00
ARD- Emergency repairs to slide unit	144.00
Martin Ward - Annual Village Blitz	2,290.00
Compass Graphics - Artwork posters WW1	57.00
CPC July invoice	894.76
Cherry Orchard Business Services PAYE	43.20
<b><u>Total payments for approval today</u></b>	<b><u>4,264.87</u></b>

**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
<b><u>Total future allocations</u></b>	<b><u>334,356.60</u></b>

**Receipts this month in Bank**

Cliffhanger Advertising	1,375.00
HMRC - VAT repayment	1,485.13
Allotments	70.00
SSE - Wayleaver fee	
<b><u>Total</u></b>	<b><u>2,930.13</u></b>

This Committee met after the full Council Meeting on Thursday 20<sup>th</sup> July and reviewed the following Planning Applications. All were also tabled at the full Council Meeting and some decisions were taken there. These are also reported here.

**1. Those decided at the full Council Meeting.**

**17/06372/FUL. Change of use of land for camping and touring caravans etc...  
Holford Arms, Knockdown, GL88QY, Wiltshire**

This property lies just on the northern edge of the Sherston Parish Council Boundary.

This Application essentially regularises what has already taken place on this site, and makes further additional changes. After a careful review and discussion at the full Council meeting, it was agreed that there were no objections, at a Parish level, to this application. Any subsequent local comments would be considered as they arise.

**17/05542/FUL. Proposed Demolition of Existing Buildings and New Residential Buildings at  
Tucks farm Shop.  
Noble Street, Sherston. SN160NA**

The Parish Council would prefer that the site retained as it is, or at least for Commercial use, but if that is not possible, then a change of use to residential has to be considered.

As far as the actual proposal was concerned, and in spite of some reservations about the number of properties and the resulting number of cars likely (this related to the small interior space shown on the plans for parking and manoeuvring), no objections were raised.

**17/06380/FUL. Extensive Alterations and Conversions to the Property.  
6 High Street, Sherston, SN160LQ**

This Grade 2 property is in the Conservation Area, and is also subject to LBC. This was reviewed earlier by Sherston Parish Council (17/01252/FUL), who had no objections. After long discussions with WC this final, agreed solution has been reached.

The Sherston Parish Council has no objections at all to this application.

**2. Those decided at the meeting of the Sub Committee**

**17/06393/FUL. Proposed Single Storey Extension.  
1 Home Farm Cottages, Tetbury Road, Sherston. SN160LU**

This property is situated right on the boundary of the village. It was decided that, provided the materials of construction were in keeping with the property and local area, there were no objections to the addition.

**17/05696/LBC. Proposed replacement of Six Windows.  
43 Cliff Road, Sherston. SN160LN**

No objections.

**G. J. Morris. Chairmen, Planning Sub Committee**

**24<sup>th</sup> July 2017**