



**MINUTES OF SHERSTON PARISH COUNCIL MEETING HELD ON THURSDAY
9TH JUNE 2022 at 7.30PM, SHERSON VILLAGE HALL**

Present

Councillors: Mrs T Burgess (TB) - Chairman Mr M Smith (MS) Katharine Bodey-Jones (KBJ) Mr Nigel Freeth (NF) Andrew Tremellen (AT) Ms R Wagstaff (RW)

0 members of the public

01.06.22	<p><u>Apologies for absence</u></p> <ul style="list-style-type: none"> • Mr B Smee (BS) • Mr Harry Andrews (HA) • Ms Tahiti Van Rooyen (TVR) • Mr O Evans (OE) • Mr M Tarrant (MT) <p>The apologies for absence were noted.</p>
02.06.22	<p><u>Declarations of interest</u></p> <p>Members to declare any interest they may have in agenda items in accordance with the requirements of the Council's Code of Conduct.</p> <p>NF – Planning Application – PL/2022/03687 / PL/2022/04102</p>
03.06.22	<p><u>Exclusion of the Press and Public</u></p> <p>Resolved to agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 3.D.</p> <ul style="list-style-type: none"> • N/A
04.06.22	<p><u>Minutes</u></p> <p>Resolved: To confirm and sign as a correct record the minutes of Sherston Parish Council Annual Meeting held on 12th May 2022.</p>
05.06.22	<p><u>Chairman's Announcements</u></p> <ul style="list-style-type: none"> • Elizabeth Hodges Trust fund donation received- £125 & £112.50

	<ul style="list-style-type: none"> • Discretionary gully tank visit - w/b 06.06.22 – For the next visit request the High Street drains, Grove Wood drains and Bustlers Hill drains – AT to make contact • C0021 Easton Town - Newspaper Article • Blocked drains – Bustlers Hill & Grove Road • Thanks to all volunteers for the help over the Jubilee weekend – MS to send a list of volunteers to TB who will place an article in the Cliffhanger
06.06.22	<p><u>Clerks Report</u></p> <ul style="list-style-type: none"> • Clerks report noted.
07.06.22	<p><u>Planning</u></p> <p>Appendix A</p>
08.06.22	<p><u>To hear Reports from Councillors attending Meetings of Outside Bodies to include Wiltshire Council Reports and Working Group reports</u></p> <p>Wiltshire Council update – MS advised that Wiltshire Council are still looking to source a new supplier for the preschool. 4 volunteers have been lined up for the lorry watch scheme. GP surgery business case still needs to be approved. Wiltshire Council taking legal advice on the land deal with Acorn.</p> <p>Footpaths & Sustainable Land Management Working Group - TB / NF / MS – Appendix B – Resolved – NF to provide a regular farming feature in the Cliffhanger to promote/help all better understand land management activities i.e what farmers are up to, when and why.</p> <p>Climate & Biodiversity Group – BS / MS / OE / KBJ – MS advised that a meeting will take place on Tuesday. BS & KBJ attended the NALC Climate training and will circulate the slides to the teams.</p> <p>Allotments Group – BS / NF – Nothing further to report.</p> <p>Communications Group – RW / TVR / TB – Nothing further to report.</p> <p>Operations Group – AT / MT – AT advised that the goal posts have now been moved at the sports field.</p> <p>Planning / Neighbourhood Plan – RW / MS / TVR</p> <p>Personnel – TB / AT – The clerks review has taken place. It was agreed that the current job description would be reviewed and updated to ensure fit for purpose. This will be reviewed by the Clerk and circulated to members for approval at next meeting</p>
09.06.22	<p><u>Outstanding Actions</u></p> <ul style="list-style-type: none"> • 08.10.21 - Communication strategy – RW Update:- 09/06 – Ongoing.

- **09.10.20** - Parish maintenance person – Advertisement and recruit for a contractor / Parish Maintenance person – **AT**
Update:- 09/06 – AT advised that 1 application had been received and the contractor will be appointed for 1 day every 2 weeks and a job description will be drawn up and issued accordingly.
- **08.11.21** - SOSCIC Donation – Utilisation of £5,000 for steps at the Rec – **AT**
Update:- 09/06 – A lengthy discussion took place over all 3 entrances and an agreement was made to prioritise the renovation in the following order – Court Street , Green Lane & Opposite Cliff Road. AT advised that the plans had been drawn up for the entrance closest to the Rattlebone and a quote will now be requested. AT advised that he had liaised with SOSCIC over the plans for the donation and they are happy with the proposal of spend.
- **12.11.21** - Electric Charging Points investigate options and requirements – **MS**
Update:- 09/06 – This is now being looked at by Wiltshire Council.
- **06.11.21** - Complaint about playing field, specifically football team accessing private land through hedge to retrieve balls – **TB**
Update:- 09/06 – TB advised that a further communication had been received from solicitors regarding the commitment to replace the shrubs following damage to the hedgerow. New concerns were also raised relating to damage to the fencing and fly tipping. AT and TB responded reconfirming the commitment to replant the hedging in the Autumn. Following site visit no damage was visible to fencing and fly tipping through that part of the hedgerow was deemed questionable.
- **18.11.21 – TB** – To write to the charity commission to obtain advice regarding the current status and future management of the Recreational Ground which is held in Trust for the use of recreation in the village
Update:- 09/06 – TB expressed frustration at lack of response from the Charity commission and suggested that the Parish Council proceed with establishing/re-establishing the trust. Clerk to progress.
- **06.11.21** – Asset register - **TVR** to update the current Asset register with any land / equipment owned that needs to be added.
Update:- 09/06 – Ongoing.
- **11.12.21** – Grant research and applying for grants - **BS**
Update:- 09/06 – MS advised that Government funding is available to help support the development of community assets, list available from MS – BS to look at the requirements.
- **12.12.21** - **AT** to review the annual playground inspection and request approval for any associated work required
Update:- 09/06 – Clerk to contact GB sport & Leisure and request an update on delivery of signage and zip wire.
- **14.03.22**:- Cliffhanger - Management and publication of the Cliffhanger - **TB** to arrange review meeting with Cliffhanger representatives.

	<p>Update:- 09/06 – TB advised that a meeting had been held with the Cliffhanger volunteers and would continue every month where the content would be looked at each month. It was also agreed that the purpose of the Cliffhanger, how to engage and what to expect would be re-marketed to drive future content and features.</p> <ul style="list-style-type: none"> • 15.03.22 – Boules Pitches - Building 3 boules pitches on the Rec in the south east corner between the trees and close to the steps into Court Street – NF Update:- 09/06 – Ongoing. • 16.04.16 - Westonbirt Cycling event – MS to write to the event organisers to reroute future events away from the village center and request advance notice of the event. Update:- 09/06 – AT advised that he had made contact with the organisers DB Max who supplied marshals for the jubilee cycle event. AT to liaise in November to discuss future events. • 16.05.22 - KBJ to place an article in the Cliffhanger reminding people of the country code and courtesy and respect of footpaths. Update:- 09/06 – Ongoing. • 16.05.22 - TVR to arrange the migration to the office 365 package and integrated to share point. and upgrade Update:- 09/06 – Ongoing.
10.06.22	<p><u>Accounts for Payment – June 2022</u></p> <p>Members reviewed the Schedule(s) of Accounts for Payment and authorised the payments for June 2022.</p> <ul style="list-style-type: none"> • Staff Costs • Staff Expenses - £10.80 • Patrick Cooper - £57.60 • Park Lane Press – Cliffhanger - £671.50 & £671.50 • HAGS – Play equipment repairs (swing) - £48.96 • I Selkirk – Internal Audit - £140.00 • NALC Training (BS) - £38.98 • Ben Smee – Allotment Gate - £364.61 • Community Heartbeat – Replacement Light for Defib cabinet - £19.20 • Calf 2 Cow – Jubilee entertainment - £1000 • J Woodward – Plants - £19.60 <p>Members reviewed the monthly financial reports with no issues arising.</p>
11.06.22	<p><u>Parish Maintenance</u></p> <p>Update on work completed and work planned.</p> <p>Request a update from TVR</p>

12.06.22	<p><u>Internal Audit</u></p> <p>Members to reviewed the Internal report and any action required.</p> <p>Resolved: No action required</p>
13.06.22	<p><u>Statement of Accounts for the Year Ended 31st March 2022</u></p> <p>Members resolved to confirm and sign the Statement of Accounts for the Year Ended 31st March 2022.</p>
14.06.22	<p><u>Completion of Section 1 of the Annual Return for the Year Ended 31st March 2022 – Annual Governance Statement</u></p> <p>Members resolved to respond to the Annual Governance Statement.</p>
15.06.22	<p><u>Completion of Section 2 of the Annual Return for the Year Ended 31st March 2022 – Accounting Statements</u></p> <p>Members resolved to approve and sign the Accounting Statements.</p>
16.06.22	<p><u>Confirmation of the dates of the period for the exercise of public rights</u></p> <p>Member confirmed the dates of the period for the exercise of public rights.</p>
17.06.22	<p><u>Key relationships</u></p> <p>Members resolved setting up key relationships with</p> <ul style="list-style-type: none"> • Scouts - AT • Church - NF • Cliffhanger – TB / KBJ • Preschool - TBC • Highways - MS • Royal British Legion - MT • Gardening Club - MS • Pat Cooper - AT

Meeting concluded – 21.42pm

Date of next meeting – 14th July 2022 @ 7.30pm

Signed as a True Record:

Date:

Appendix A

PL/2022/03706 Householder planning permission "BROOK HILL HOUSE, BROOK HILL, SHERSTON, MALMESBURY, SN16 0NQ" Proposed double carport

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000018Fllr>

Brook Hill House is situated half way up Brook Hill as one enters the village from Luckington - immediately after passing the Stretchline factory on the right. This is therefore a fairly important site within the designated Sherston Conservation Area. The application proposes the erection of a timber clad oak framed enclosed car port at the front of the property. Because of the topography of the site the ground level will have to be raised to accommodate the structure. The decision to be made on this application is considered to be fairly balanced. The proposed building will be visible from the road and from the emerging public footpath opposite the site. However, given it's location immediately adjoining the Stretchline Factory and the fact that the Applicants have already undertaken a significant amount of tree planting along their western site boundary it is considered that this proposal will not have a significant adverse impact on the street scene (and hence on the character and appearance of this part of the Conservation Area). No objection is therefore raised to this proposal. As per recommendation. Posted on 13/6.

PL/2022/00172 Householder Application "2 GASTON LANE, SHERSTON, MALMESBURY, SN16 0LY" First floor roof extension. Addition of dormer windows

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000017DBor>

No objection is raised to the proposed first floor extensions to this property or to the proposed dormer windows on the front (Gastons Lane) elevation. We are concerned however about the proposed large dormer window on the rear elevation that appears to create the opportunity for overlooking into the private garden space of the adjoining Church Street property to the rear. It is hoped that Wiltshire Council has consulted the occupants of this property and will take into account any concerns that they may have when determining this application. Revised Application. The Applicants have amended the application by replacing two large flat roofed dormer windows on the rear elevation with a more standard pitched roof design. Whilst this improves the appearance there are still a large number of windows on this rear elevation some of which have the potential to cause a loss of privacy in the rear gardens of adjoining properties. This could only realistically be overcome if all of these windows were obscure glazed. If to be approved therefore it is recommended that a condition be imposed requiring all of these windows to be obscure glazed. "As noted by Mike, neighbours might be unhappy about the dormer windows to the rear overlooking their property.

A number of objections have been received, which has resulted in revised plans being submitted. Mike could you take a look please?" "Made on 11/02/22: As per recommendation

Additional comments added 13/6. Object unless glass is obscure glazed as per recommendation in bold."

PL/2022/03777 Notification of proposed works to trees in a conservation area

"AVONDALE,

BROOK HILL, SHERSTON, MALMESBURY,

SN16 0NQ" T1 - Western Red Cedar tree to be reduced back from the building and the top, reduce to previous pruning points. T2 - Willow tree to be re-pollard back to previous.

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000018FycG>

No objection. Comments added as per recommendation on 13/6.

PL/2022/03778 Notification of proposed works to trees in a conservation area "39

HIGH STREET, SHERSTON, MALMESBURY,

SN16 0LH" T1 - Bay tree to be reduced by approximately a third off height and trim sides

G1 - Two Holly trees to be reduced by approximately a third off height and trim sides

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000018FycL>

No objection. Comments added as per recommendation on 13/6.

PL/2022/03227 Lawful development: Existing use "The Flat,

High Bank,

Pinkney,

SN16 0NZ

" Certificate of lawfulness for existing flat constructed above a detached double garage

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z0000184BBO>

This application has been submitted to authorise the continued occupation of an existing flat situated next to the property known as High Bank, Pinkney as a separate dwelling. A recent application seeking permission to extend and alter this building was considered by Wiltshire Council earlier this year (to which the Parish Council raised no objections) which raised concerns about the legality of the occupancy. The application is supported by a considerable amount of documentary evidence confirming that the building has been separately occupied for well over twenty years. The Parish Council has no evidence to the contrary. Comments added as per recommendation on 13/6.

PL/2022/03687 Full planning permission Land NW of Easton Town, Sherston, Malmesbury Sewage Pumping Station compound comprising a concrete turning area, below ground wet well, above ground control kiosk, chemical dosing unit to prevent odour formation and an eye wash station. New access via an existing track way from Tetbury Road. Tarmac access road with post and rail fencing along the western boundary.

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000018Fioh>

This application has been submitted by Wessex Water Authority to overcome concerns about potential groundwater contamination from overflowing sewage from a number of properties in Easton Town that currently share a single septic tank that is only capable of being emptied once a year. The proposal involves linking all of the relevant properties to the main sewerage system via a new above ground pumping station. Whilst some of the works proposed are "permitted development" (including the construction of the rising main and the gravity sewers) planning permission is required for: the construction of a new permanent access track to serve the proposed new pumping station; the control kiosk and related facilities; and a concrete turning area and underground wet well. Whilst not requiring a formal Environmental Impact Assessment the Applicants have seemingly undertaken an informal assessment which has involved the provision of a considerable amount of supporting background information including: a Heritage Statement; an Arboricultural Impact Assessment; a Flood Risk Statement and an Ecological Impact Assessment. A full summary of the findings can be found in an Environment and Planning Statement that has been prepared by Wessex Water. The Applicants are reported as having

undertaken a considerable amount of pre-application consultation with local residents (those directly affected by these proposals) and Wiltshire Council and to have considered a number of alternative options before submitting these proposals. The submitted application is stated as being the only viable option. Wessex Water acknowledge that the proposed development will result in "the permanent loss of approximately 1605 sq. metres of arable land, 190 sq. metres of scrub and 15 sq. metres of semi-improved grassland field margin as well as the removal of up to 5 trees and 1 of 2 trees in a group" and hence have an adverse impact on local habitats for slow worms, lizards, birds and hedgehogs. Mitigation works are proposed to overcome this both during and after the construction phase. In order to compensate for the residual loss of habitat measures off site are proposed to be undertaken in collaboration with Sustainable Sherston and Sherston Primary School comprising the planting of at least 10 additional trees, the creation of a wildlife meadow within the school grounds, and the placement of 3 bird boxes and 1 hedgehog nest box within the school grounds. As regards the potential adverse impact of the above ground works on the surrounding AONB, the adjacent Sherston Conservation area and on local residents whose properties back onto the development site Wessex Water assert that this will have minimal impact as the site will remain well screened from most viewpoints. They also advise that local residents have asked that no additional hedge planting be undertaken (to further screen the development) so as to avoid any "loss of view" from these properties. The most significant impact on the wider community is likely to be the construction of a permanent access road leading from Tetbury Road at the point where it bends sharply to the right leading toward Westonbirt (close to The Willows and Highfield) along the length of the field boundary almost as far as the rear of the properties on Sopworth Lane. This is a significant construction and will become a permanent feature of the landscape in this part of Sherston. The access road is proposed to be constructed of stone mastic asphalt concrete and the turning area at the far end just concrete. Wessex Water state that they have considered alternative options including grasscrete, stone, and crushed cotswold stone - but have discounted these because they are considered to be inferior materials requiring high maintenance or simply unsuitable for the task. This is unfortunate because a stone surface would clearly be a more appropriate solution in this type of location. There is no doubt that this proposal will benefit several existing properties over the long term and will result in environmental benefits for us all. The proposed mitigation works to overcome any likely concerns regarding loss of habitat are considered to be reasonable. It is considered unfortunate however that a better solution cannot seemingly be found to reduce the long term impact of the access road construction. It is recommended that no objection be raised to this proposal, subject to the imposition of conditions requiring the implementation of the proposed habitat loss mitigation measures, but that concern be raised about the form of construction/finish of the proposed permanent access road and asking the LPA to consider whether alternative options might be considered (preferably stone based). "Approve but why tarmac. preference gravel, in keeping with conservation area, except for turning circle. Send Doona response.

" "Response posted ""no objection subject to conditions"" on 13/6.

Summary: No objection is raised to this proposal, subject to the imposition of conditions requiring the implementation of the proposed habitat loss mitigation measures, but concern is raised by Sherston Parish Council about the form of construction/finish of the proposed permanent access road and we ask the LPA to reconsider whether alternative options might be possible (preferably stone based) in keeping with conservation area, similar to that used at the nearby sewerage treatment plant, which also handles heavy vehicles. It is accepted

that the turning head may need to be construction in concrete, as per the submitted plans, in order to provide a sufficiently robust surface for large vehicle manoeuvres.

Overall view: This application has been submitted by Wessex Water Authority to overcome concerns about potential groundwater contamination from overflowing sewage from a number of properties in Easton Town that currently share a single septic tank that is only capable of being emptied once a year. The proposal involves linking all of the relevant properties to the main sewerage system via a new above ground pumping station. Whilst some of the works proposed are "permitted development" (including the construction of the rising main and the gravity sewers) planning permission is required for: the construction of a new permanent access track to serve the proposed new pumping station; the control kiosk and related facilities; and a concrete turning area and underground wet well. Whilst not requiring a formal Environmental Impact Assessment the Applicants have seemingly undertaken an informal assessment which has involved the provision of a considerable amount of supporting background information including: a Heritage Statement; an Arboricultural Impact Assessment; a Flood Risk Statement and an Ecological Impact Assessment. A full summary of the findings can be found in an Environment and Planning Statement that has been prepared by Wessex Water. The Applicants are reported as having undertaken a considerable amount of pre-application consultation with local residents (those directly affected by these proposals) and Wiltshire Council and to have considered a number of alternative options before submitting these proposals. The submitted application is stated as being the only viable option. Wessex Water acknowledge that the proposed development will result in "the permanent loss of approximately 1605 sq. metres of arable land, 190 sq. metres of scrub and 15 sq. metres of semi-improved grassland field margin as well as the removal of up to 5 trees and 1 of 2 trees in a group" and hence have an adverse impact on local habitats for slow worms, lizards, birds and hedgehogs. Mitigation works are proposed to overcome this both during and after the construction phase. In order to compensate for the residual loss of habitat measures off site are proposed to be undertaken in collaboration with Sustainable Sherston and Sherston Primary School comprising the planting of at least 10 additional trees, the creation of a wildlife meadow within the school grounds, and the placement of 3 bird boxes and 1 hedgehog nest box within the school grounds. As regards the potential adverse impact of the above ground works on the surrounding AONB, the adjacent Sherston Conservation area and on local residents whose properties back onto the development site Wessex Water assert that this will have minimal impact as the site will remain well screened from most viewpoints. They also advise that local residents have asked that no additional hedge planting be undertaken (to further screen the development) so as to avoid any "loss of view" from these properties. The most significant impact on the wider community is likely to be the construction of a permanent access road leading from Tetbury Road at the point where it bends sharply to the right leading toward Westonbirt (close to The Willows and Highfield) along the length of the field boundary almost as far as the rear of the properties on Sopworth Lane. This is a significant construction and will become a permanent feature of the landscape in this part of Sherston. The access road is proposed to be constructed of stone mastic asphalt concrete and the turning area at the far end just concrete. Wessex Water state that they have considered alternative options including grasscrete, stone, and crushed cotswold stone - but have discounted these because they are considered to be inferior materials requiring high maintenance or simply unsuitable for the task. This is unfortunate because a stone surface would clearly be a more appropriate solution in this type of location. There is no doubt that this proposal will benefit several existing properties over the long term and will result in environmental benefits for us all. The proposed mitigation works to overcome any likely

concerns regarding loss of habitat are considered to be reasonable. It is considered unfortunate however that a better solution cannot seemingly be found to reduce the long term impact of the access road construction."

PL/2022/04102 Hedgerow removal notice "Sherston, Malmesbury, SN16 0LG" One 7m section of hedgerow removal is required to facilitate the installation of a mains sewer. Once these works have been completed, these hedgerows will be reinstated as per STD/836, using a species mix to match the surrounding hedgerows.

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000018GROw>

This proposal is directly linked to the application submitted by Wessex Water noted above (PL/2022/03687) for the carrying out of works to link several properties at Easton Town to the main sewer. Consent is required for the removal of part of an existing "important hedgerow". This is at the point at which the proposed new sewer will cross into Sandpits Lane. Once the work is completed it is proposed to undertake new planting using a species mix to match the existing adjoining hedgerows. Recommendation - no objection.

Comments added as per recommendation on 13/6.

PL/2022/04068 Notification of proposed works to trees in a conservation area "26 EASTON TOWN, SHERSTON, MALMESBURY, SN16 0LS" T1 Reduce Silver Birch by 2 metres all over

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000018GQTE>

No objection. Comments added as per recommendation on 13/6.

PL/2022/04081 Householder planning permission "12 CLIFF ROAD, SHERSTON, MALMESBURY,

SN16 0LN" Works to single storey rear extension and internal layout

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000018GQIE>

This application proposes the erection of a glazed single storey extension at the rear of the property together with the internal rearrangement of both the ground and first floors. The property is not listed and hence consent is only required for the proposed extension. It is considered that this proposal will have no adverse impact on any adjoining properties and being invisible from Cliff Road will have only a minimal impact on the surrounding Conservation Area. Recommendation - no objection. Comments added as per recommendation on 13/6.

