



**MINUTES OF SHERSTON PARISH COUNCIL MEETING HELD ON THURSDAY
11th April 2024 at 7.30PM, The North Building, Sherston**

Present

Mr Nigel Freeth (NF), Mr B Smee (BS), Mr M Tarrant (MT), Mr Keith Savage (KS), Mr Andrew Tremellen (AT) – Vice Chair, Gail Whale (GW), Jayne Curtis (JC),
PC = Parish Council

1.	<p><u>Apologies for absence</u></p> <p>Council to receive apologies for absence. Tanya Burgess (TB) Martin Smith (MS) Matthew Wofinden-England (MWE) Clerk</p>
2.	<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>
2A	<p><u>Exclusion of the Press and Public</u></p> <p>To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 3.D.</p> <p>Public attendees were excluded for item 14 Confidential.</p>
3.	<p><u>Minutes</u></p> <p>To confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on 14th March 2024.</p> <p>Confirmed and approved.</p>
4.	<p><u>Chairman's Announcements</u></p> <p>Vice chairman wished to convey his thanks to BS and MWE for taking on the Finance and Banking and also thanks to MWE for organising the phone, laptop, end of year accounts, training, etc.</p>
5.	<p><u>Clerks Report</u></p>

	<ul style="list-style-type: none"> • Members received a written report from the Clerk.
6.	<p><u>Working Group / Outside Bodies Reports</u></p> <p><i>Members to received reports from the chairs of the working groups and any Outside Body Representatives.</i></p> <p><u>Working Groups</u></p> <p><i>Footpaths & Highways – TB</i> <i>Nothing to report.</i></p> <p><i>Climate & Biodiversity Group – BS</i> <i>Nothing to report.</i></p> <p><i>Allotments Group – BS</i></p> <p>Inspection by NF/BS. Letters and emails sent out. One reply received.</p> <p><i>Communications Group – MWF</i></p> <p>It was noted that positive feedback has been received regarding the Cliffhanger being produced in colour. A query was raised if this could be delivered to Alderton, Foxley, Norton and Willesley. KF to find out how many spares leaflets there are once distributed to decide if go to these additional areas as they are outside the Parish. Keith to take care of and make decision.</p> <p>Action – KF</p> <p>More articles/editorial is needed for the Cliffhanger. PC to contribute with any news. KF to forward articles out of meetings and PC to agree.</p> <p>Action – KF</p> <p>The PC did not approve of extra leaflets placed inside the Cliffhanger as this is deemed as free advertising and the Cliffhanger charges a fee for advertising. If anyone wanted to do this in future the Cliffhanger (PC) would charge a fee. KF to have conversation with (CM) to not have inserts in Cliffhanger. It was agreed that Lime Down leaflet would not be inserted at moment.</p> <p>Action - KF</p> <p>A Lime Down update can be added in Cliffhanger but this would need to be an editorial and not from Parish Council.</p> <p>Parish Meeting dates needs to go in Cliffhanger and Annual Meeting of Parish and AGM and on Facebook Sherston Parish Council, Sherston What's Occurring.</p> <p>Action – KF/MWE/JC</p>

Cliffhanger – North Building address to go into Cliffhanger.

Action – KF

Confirmation needs to be sent to Royal Mail to tell them that the North Building has been built and occupied.

Action – BS

Neighbourhood Plan – MS

- A good meeting was held on Tuesday 9th April 2024.

Ways of working – TB – Nothing to report.

Finance – MWE/BS/JD – Nothing to report.

Operations Group/Village Maintenance

- Village Steward filled potholes on Knockdown Road, and Court Street (again) and road out of the village from Forlorn bridge. Limited time as steward was on a training course.
- Correction that Wiltshire Highways just patched (not resurfaced) top half of Sandpits Lane.
- Maintenance person did very little, mainly due to wet weather.
- Ash with die-back felled on sports pitch.
- Repair to trim trail and installation of new climber delayed now next Tuesday. New Climber mid-May.
- Planning application for reducing tree on the Rec overhanging adjacent house submitted.
- PC need to find another Handy Person/Maintenance Person. An advert in to be placed in Cliffhanger Handy Person/Maintenance. AT to forward advert from last year.

Action KF/AT

Outside Bodies

- School - MS / AT – Email received from resident regarding the crossing and lollipop person. AT replied and it has been raised by MS to Highways. PC has no jurisdiction on this. It will be raised at their next meeting in a couple of weeks. It may take up to two years and if crossing was approved the PC is liable for 25 per cent of cost. Wiltshire Council has said it is not a dangerous crossing so therefore is not worth the financial investment for a lollipop person. The PC will ask the school if they would consider asking for parent volunteers for help with crossing. It was also suggested whether School flashing lights signs could be obtained and erected from Wiltshire Council.

Action – AT/MS

	<ul style="list-style-type: none"> • Two traffic surveys in Pinchmoor Lane are in the pipeline. • Village Hall – BS – <i>nothing to report.</i> • Emergency Services/Planning – NF/MT – <i>nothing to report.</i> • LHFIG – MS /TB/KS/MT – <i>nothing to report.</i> • SOSCIC – MS / TB / BS – <i>nothing to report.</i> • Scouts / Brownies – BS Wooden steps to be removed asap. <p>Action - BS</p> <ul style="list-style-type: none"> • Church – NF Church organ is now working. Just had report for Quinquennial. • Blooming Sherston – TB – <i>nothing to report.</i> • Sports Clubs – MWE / AT – <i>nothing to report.</i> • Gardening Club – GW Still waiting for entrance gates before planters are made up. KS to contact MS re gates chase up. <p>Action KS/MS</p> <ul style="list-style-type: none"> • Recreational Ground Trust Boule scoring sign – NF circulated photo. Boules paying half PC pay half. Members approved and now to be proposed to the Penny Mead trust.
7.	<p><u>Accounts for Payment</u></p> <p>Members to review the Schedule(s) of Accounts for Payment and authorise the payments for March 2024.</p> <ul style="list-style-type: none"> • Staff Costs • Patrick Cooper – Litter Picking - £57.60 - agreed • IAP – Computer System - £110.09 - agreed • Compass - £72.00 - agreed • Compass Cliffhanger - £660.00 - agreed • Goughs – Lease Football - £2,400.00 - agreed • Tom Key Maintenance Service - £143.00 - agreed • North Building Address Registration - £161.41 - agreed • JoJu Solar – EV installation £19,166.24 inc VAT – not approved in Feb/March/April pending query – MS • WEB Medical Defibrillator - £882.94 - agreed • B&I International Ltd – Letter Box - £29.99 - agreed

	<ul style="list-style-type: none"> • Clock North Building - £5.00 - agreed • G B Sport & Leisure Playground Inspection – £270.00 - agreed • Hills Waste Solutions Ltd - £46.01 d.d. - agreed • Simon Mayhew-Sanders tree surgeon – ash - £360.00 agreed • Goughs – Part Allotment Transfer - £1530.00 – agreed. • Matt Wolfson-England expenses (phone, post, solicitor fee + stationary) - £109.70 - agreed • Matt Wolfson-England clerk phone contract £6 + £6 per month - agreed • (Clerk) Magnets for noticeboard - £5.89 - agreed <p>3 additional invoices considered:</p> <ul style="list-style-type: none"> • Cherry Orchard payroll services £122.40 – agreed • North Building Blind £87.88 – agreed • Mobile for cover £6.99 – agreed
8.	<p><u>Planning</u></p> <p>Consider and comment on all planning applications received up to and including the date of the meeting.</p> <p>Application Ref No: PL/2024/02567 Application Type: Proposed Works to Trees in a Conservation Area Address: Recreational Ground, Green Lane, Sherston, Wiltshire, SN16 0NP Proposal: Field Maple (Acer Campestre) - 30% reduction to branches overhanging, in the vicinity of or in contact with Lockett House on Court Street.</p> <p>No Comment (PC Application)</p> <p>Application Ref No: PL/2024/02986 Application Type: Householder Application Address: Avondale, Brook Hill, Sherston, Malmesbury, SN16 0NQ Proposal: Single storey rear extension</p> <p>No Objection</p> <p>Application Ref: PL/2024/02627 Application Type: Works to a Listed Building Address: PRATERS FARM, EASTON TOWN, SHERSTON, MALMESBURY, SN16 0PS Proposal: Removal and reinstating of existing roof slates to allow for the installation of insulation and replacement of roofing membrane; removal of cement pointing to facade and replacement with lime mortar.</p> <p>No Objection</p> <p>Application Ref No: PL/2024/03062 Application Type: Householder planning permission Proposal: New detached single garage</p>

	<p>Site Address: 30 Easton Town, Sherston, Malmesbury, SN16 0LS</p> <p>Objection The proposed garage building should be clad entirely in Cotswold stone. The proposed use of timber cladding on both side elevations is considered to be inappropriate and likely to detract from the setting and character of the Sherston Conservation Area.</p>
<p>9.</p>	<p><u>Co-Option</u></p> <p>Members to consider any Co-Option requests.</p> <ul style="list-style-type: none"> • Phil Blick (PB) put himself forward for Councillor. Proposed and seconded. WELCOME. • Another person was invited and did not turned up and AT will contact again. • Councillors’s Pack to be given to GW, JC and PB <p>Action – AT</p>
<p>10.</p>	<p>Speed Limits – discussion regarding 20mph speed limits – MS</p> <p>20 mph Speed Restriction Assessment received from Wiltshire Council. Based on monitoring results and the stipulation that sections of speed limits should be a minimum of 300 m long, the assessment found that majority of roads in Sherston which are currently 30 mph can be reduced to 20 mph speed limits.</p> <p>The sections of road that should remain 30 mph are the B4040 east towards Malmesbury from the junction with Woods Close, Church Street and Sandpits Lane, Tetbury Road and Eastern Square / The Tartars.</p> <p>The cost of implementing the change of speed limit is estimated at £15,000 of which the PC would need to contribute 1/3.</p> <p>Members agreed to accept the recommendations of the report although request that WC consider extending the 20 mph limits east along the B4040 to just beyond the entrance to Eastern Square to cover the bus stop and bus drop off point, and Eastern Square and the Tartars.</p> <p>Members agreed the cost of the 20 mph scheme to the PC estimated at £5000.</p> <p>Action BS to contact MS to ensure a response to WC.</p>
<p>11.</p>	<p>Lime Down Solar Park – Councillors discussed whether Parish Council required input.</p> <p>The Parish Council drafted a statement with objections and then voted it in. The content of the statement is as follows:</p>

	<p><i>“In light of the strength of feeling shown by the local community, Sherston Parish Council strongly object to the proposed solar development, named ‘Lime Down’, on the following points;</i></p> <p><i>Detrimental Environmental Impact, including the utilisation of productive grade 3 arable land, plus the unsuitability of the roads and infrastructure to cope with industrial construction traffic.</i></p> <p><i>Destruction of the gateway to The Cotswolds in an area of Outstanding of Natural Beauty (A.O.N.B).</i></p> <p><i>Visual impact on the historic road of the Fosseway and on the surrounding villages that have existed since Saxon times.</i></p> <p><i>Wiltshire as a county has far exceeded its allocated quota for solar panels.</i></p> <p><i>The proposed distance of 19 miles to the substation in Melksham will result in high numbers of villages and constituents being affected.”</i></p> <p>NF to fill out Lime Down form requesting updates.</p> <p>Action AT/NF</p>
12.	<p>Play Inspection Report –</p> <ul style="list-style-type: none"> • Councillors discussed remedial work to skatepark which NF will investigate. • Remedial work planned for Adventure Trail this coming week. • Requested quote for remedial work to zip wire – BS. <p>Action BS/NF</p>
13.	<p>Action Tracker – Councillors to make amendments to Action Tracker.</p> <ul style="list-style-type: none"> • Action Tracker was amended by AT • Budget query regarding North Building Rate Reduction – MWE to check. • Ben to liaise with solicitors about allotment to confirm whether the Green Lane pavement can be excluded or the adjacent overgrown area included, also confirm PC will pay advertising fees. <p>Action MWE/BS</p>
14.	<p><u>Confidential Item</u></p> <p><u>Absence of Clerk + subsidiary items</u></p> <p>Councillors to agreed proposal that item is managed and minuted independently of the monthly meeting.</p>

	<p>Decision:- items relating to Clerk will be managed within the Personnel Working Group with membership widened to the whole Council for this purpose.</p> <p>Situation is ongoing.</p> <hr/>
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Meeting concluded at 22.16

Date of next meeting – 9th May 2024

Signed as a True Record:

Date:.....