

STEEPLE ASHTON PARISH COUNCIL

Parish Office: 2 St Mary's School, High Street, Steeple Ashton, Trowbridge, Wiltshire, BA14 6EU

Clerk: Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN 01373 864127

Minutes of a virtual (Zoom) meeting of the Full Parish Council held on
Monday 1st February 2021 at 7.00 pm.

Present: Cllr Buffery-King (Chair), Cllr Leonard, Cllr Price, Cllr Jones, Cllr Beaven, Cllr Boardman, Cllr Willis and Cllr Cottle.

In attendance: Nicola Duke (Parish Clerk), Wiltshire Councillor Seed and 4 members of the public.

Open Forum

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern:

- None at this point.

	AGENDA ITEM
20.063	Apologies for Absence and to consider the reasons given None.
20.064	Declarations of Interest and Dispensations to Participate None.
20.065	Minutes of Council Meetings The minutes of a meeting of the Parish Council held on Monday 11th January 2021 were approved for accuracy and adopted (proposed Cllr Beaven, seconded Cllr Leonard).
20.066	Wiltshire Council Report Wiltshire Councillor Seed reported the following: <ul style="list-style-type: none">• That the initial A350 Melksham bypass consultation had been concluded by Wiltshire Council. Surveys would now be carried out on the proposed route and a

	<p>formal consultation conducted on the preferred route identified when the surveys had been completed.</p> <ul style="list-style-type: none"> • Conversations had taken place with Wiltshire Council regarding the developments at The Sanctuary and it had been confirmed that officers were content with the way work at the site was proceeding. • The strong view was that unless there was a serious setback with the coronavirus pandemic the planned elections for 6 May 2021 would go ahead. • It was confirmed that the proposals for the Westbury incinerator were in the planning system but there was no available update as yet. <p><i>At this point Cllr Seed left to attend another meeting.</i></p>
<p>20.067</p>	<p>CPT Report</p> <p>A report had been received from PCSO Janet Gould, had been circulated and was noted. Members noted the report relating to the requirement for horses to be microchipped, which had come into force in October 2020. Cllr Cottle confirmed this and it was agreed to publish information via social media and website to raise local awareness.</p>
<p>20.068</p>	<p>Planning Applications</p> <p>20/10980/FUL and 21/00296/LBC - 32 High Street, Steeple Ashton, BA14 6EL - Erection of a single storey extension to kitchen, side porch and installation of solar panels on roof – No objection as long as the panels have no visual impact from the front of the property.</p> <p>20/10923/FUL and 21/00166/LBC - The Old Parsonage, The Annexe, Vicarage Lane, Steeple Ashton, BA14 6HH - Demolition of existing modern extension including relocated courtyard wall, removal of modern staircase, construction of new single storey extension, new stair and modified first floor layout, reconnection of annex to main dwelling to form single dwelling house and associated works – Comments:</p> <ol style="list-style-type: none"> 1. That the proposed chimney would generate emissions which would impact on the neighbouring property due to its proximity to the party wall. 2. That the stainless steel design of the chimney is out of keeping with the character of the area. <p>21/00307/TCA - 20-22 Old Cobblers, High Street, Steeple Ashton, BA14 6EL - Flowering Cherry tree – fell – No objection but the PC requests a replacement tree is planted within the grounds of the property.</p> <p>Members received and considered planning applications received after the issue of the agenda (<i>where the response time fell outside of the meeting schedule</i>).</p> <p>21/00620/TCA - 8 Silver Street, Steeple Ashton, BA14 6HB - T1, T2 and T3 all old self seeded greengage trees- Fell because of many dead branches and bows. T4 and T5 self-seeded sweet apples- Fell because many dead branches and bows. T6 self-seeded greengage- Fell because of many dead branches and lost main bow into neighbour's</p>

	<p>garden. T6 Silver Birch-Fell because the main section is dead - No objection. <i>Cllr Cottle declared an interest in this item as a near neighbour.</i></p> <p>21/00550/TCA - 1 The Butts, Steeple Ashton, BA14 6ES - T1 Acer negundo - remove. large specimen within 3m of the corner of the property and causing light issues for the neighbour - No objection but the PC requests a replacement tree is planted within the grounds of the property.</p>
20.069	<p>Planning decisions, appeals, enforcements and other matters</p> <p>20/08813/FUL - Church House Vicarage Lane Steeple Ashton Wilts BA14 6HH - Proposed air source heat pump against outside of the wall of the 1980's extension corridor leading from the kitchen – Approve with conditions - Noted.</p>
20.070	<p>Speed Indicator Device</p> <p>Members had been provided with a report and suggestions from the Parish Clerk, which was discussed. After debate, the following was resolved (proposed Cllr Leonard, seconded Cllr Beaven):</p> <ul style="list-style-type: none"> • That a SID unit would be purchased with an overall budget of up to £4,000. The SID sub group were tasked with agreeing the type and specification for the unit off line. The Clerk would liaise with Cllrs Price, Jones and Beaven to set up a time for a Zoom meeting. • That the Parish Clerk was authorised to make a grant application to the local Area Board for 50% match funding for the project. • That volunteers to undertake the online SID installation training would be sought via the newsletter, social media and website. • That Wiltshire Council would be informed of these decisions and asked to carry out site visits to approve the locations for the unit as soon as practicably possible.
20.071	<p>Earmarked Reserves</p> <p>Members reviewed the PC's list of earmarked reserves (information previously circulated) and resolved the following adjustments (proposed Cllr Beaven, seconded Cllr Price):</p> <ul style="list-style-type: none"> • ACP Lighting fund - £300 – not required, project to be removed • ACP Signs - £1,000 – not required, project to be removed • STASH ramp - £1,000 – not required, project to be removed • Website - £500 – completed, project to be removed <p>The £2,800 generated from these adjustments would be removed from those specific projects and listed under a new heading of Unallocated Capital Funds. Members did not allocate the funds given the proximity of the Ordinary Elections in May 2021 and the fact that the membership of the Council was due to alter significantly. It was therefore felt that these funds should be left for the new Council to allocate.</p> <p>The Village Survey fund of £1,000 was renamed Village Surveying and Planning. It was noted that the Dropped Kerb project had been completed and the funds spent. This</p>

	<p>project would therefore be removed at year end when the capital transfers were undertaken.</p> <p>A revised list of Earmarked Reserves would be prepared and circulated to members.</p>
<p>20.072</p>	<p>Financial Reports</p> <p>The following reports had been circulated to members and were noted:</p> <ul style="list-style-type: none"> a) Schedule of payments and receipts December 2020 b) Bank reconciliation as at 31st December 2020 c) Budget report as at 31st December 2020 d) Financial Position as at 31st December 2020 <p>It was noted that the Clerk was in discussion with Bulb Energy regarding the level of the monthly direct debit payments as the account was substantially in credit.</p>
<p>20.073</p>	<p>Wiltshire Council Local Plan Consultation</p> <p>Members debated the PC's response to the current consultation on the Local Plan for Wiltshire (January minutes refer and summary from Cllr Leonard circulated with agenda papers). Following discussion, it was agreed that Cllr Leonard would lead on co-ordinating a response to the consultation, which would be considered at the March PC meeting on 1st March 2021. The main areas of focus were identified as listed below (with previous work done on the Local Plan in 2014 to be revisited as part of the process):</p> <ul style="list-style-type: none"> • The PC could not see where 35 new houses allocated to Steeple Ashton could fit within the current settlement boundary, and therefore the PC would request a review of the numbers allocated and/or a review of the settlement boundaries. • The PC agreed that a Neighbourhood Plan working within the new framework (to be advised by WC) would be beneficial going forward. Within that the potential requirement for a Housing Needs Survey to identify the housing need in the village, especially with regard to smaller houses for the elderly, key workers and the provision of sheltered housing, and starter homes. • The impact of the allocations for Trowbridge on the parish and its neighbours and the need to retain a rural buffer zone with the A350. <p>It was noted that Cllr Leonard would be attending the online Wiltshire Council event on the Local Plan on Tuesday 2nd February 2021.</p> <p>Cllr Leonard would also review the Climate change consultation with Cllr Buffery-King, and Cllr Buffery-King said she would review the Gypsy and Traveller consultation. To be reviewed at the next meeting.</p>

<p>20.074</p>	<p>Councillor Reports Reports and update from members were received as below (for information only):</p> <p><u>Cllr Leonard</u> – confirmed that the information on the PC’s climate emergency project had been included in the parish newsletter and the Clerk confirmed she would publish the information on social media and the website.</p> <p><u>Cllr Buffery-King</u> – reported on the planned elections in May 2021, noting that a significant number of members were planning to stand down. The Chair offered to remain for the first six months after the election to provide continuity and support to the new Council, should there be insufficient candidates for the number of seats. This offer was welcomed. It was agreed that the Parish Council would run an advertising campaign to promote the elections once the timetable had been confirmed by Wiltshire Council.</p> <p><u>Cllr Cottle</u> – reported on a blocked drain at the end of Mudmead Lane and a blocked culvert at Stoney Gutter. The Parish Steward would be asked to attend to these issues. The Chair asked for an update on an issue previously raised with blocked drains at Common Hill and the Clerk would look into this.</p>
<p>20.075</p>	<p>Correspondence <u>West Wiltshire Scouts re: Jubilee Wood extension</u> (information previously circulated) – members noted the correspondence and welcomed and supported the proposals.</p>
<p>20.076</p>	<p>Date of next meetings Monday 15th February 2021 at 7.00 pm - Extraordinary meeting to discuss proposals for a temporary structure in the village. Monday 1st March 2021 at 7.00 pm. <i>Note – both meetings to be held virtually via Zoom.</i></p>

There being no further business the meeting was closed at 9.05 pm.