

# 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 meeting of the Parish Council held on **Thursday 10<sup>th</sup> June 2021**  
at 7.30 pm in the Village Hall.

**Present:** Cllr Buffery-King (Chair), Cllr Jones, Cllr Dallison, Cllr Leonard and Cllr Cottle.

**In attendance:** Nicola Duke (Parish Clerk) and 3 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:

- A resident expressed concern at the planning application relating to The Sanctuary Dark Lane North, referring to issues relating to previous applications and the various outstanding enforcement issues at the site.
- A resident spoke to the Council in respect of the planning application for The Sanctuary, Dark Lane North, expressing his concerns with a number of issues relating to the application and the site.

	AGENDA ITEM
21.122	<b>Apologies for Absence and to consider the reasons given</b> Cllr Dampier due to family commitments – accepted.
21.123	<b>Declarations of Interest and Dispensations to Participate</b> Cllr Cottle declared an interest in agenda item 21.126 as a neighbour of the property in question.
21.124	<b>Minutes of Council Meetings</b> The minutes of meetings of the Parish Council held on <b>29th March 2021</b> and the Annual Council Meeting held on <b>17<sup>th</sup> May 2021</b> were approved for accuracy and adopted (proposed Cllr Leonard, seconded Cllr Cottle and proposed Cllr Leonard, seconded Cllr Jones respectively).
21.125	<b>Wiltshire Council Report</b> Cllr Seed had sent apologies for absence, due to other commitments.
21.126	<b>Planning Applications</b> <b>21/02296/LBC</b> - The Sanctuary 9 Dark Lane North Steeple Ashton Trowbridge Wiltshire BA14 6EY - (Retrospective application for) alterations to Grade II* listed

building dwelling house. Members agreed to **Object** to the application on the following grounds:

The application appears to be deficient in a number of areas.

1. The block plan drawing (264 S02) is stated to be 'existing'. In fact, the drawing shows the building and its curtilage as now built rather than its form before works were undertaken, and so are either 'as proposed' or 'subject to planning approval'. The photographs in the sales particulars provided shortly before works were commenced indicate the structures present before works commenced, as does the aerial photograph attached. In this situation please will you confirm whether the plans as submitted would be considered valid given that they presuppose the structures that have been altered?
2. The drawings are inaccurate in that the notes on the elevations do not tally with the numbering on the drawings themselves, so that alterations to the building are not accurately explained. See comments adjacent to the third set of elevations for example. On that basis would the drawings properly be rejected as inaccurate or invalid? We also note that the roof tiling on the north wing is not the 'single roman' as stated in previous LBC application (06/1181/LBC), drawing 1654-35<sup>A</sup>. The same modern tile as used on the conservatory has been used here, which means the distinction between old and new elements of the building is lost. The English Heritage listing states that a 'Bridgewater tiled roof' is present, which is clearly no longer the case on the north wing.
3. The cart pond has been materially altered in the last few months, and is also now edged in brick. This has impacts on wildlife entry and egress and also makes a significant change to the layout. (Please refer to comments by ecology officer dated 8<sup>th</sup> April 2021 in relation to 21/01511/FUL).
4. The roads installed on the site as well as the apron in front of the house are permanent structures rather than 'temporary' and are edged with concrete kerbs stones. This again is a material change to the layout of the site and the setting of the building for which no planning approval has been granted. The roads were included in the two withdrawn applications. Does the LBC application gain permission for or regularise these even though they are no longer requested under other applications?
5. There are clearly now two access points to the property, whereas only one is required practically given the ability of users of the 'house' access to also access the field. Again the introduction of a second access makes

a material change to the setting of the property and having two access points rather than one is a significant change to the street scene and function of the property. The extensive use of asphalt at the front access of the property is unsightly and it appears that the former stone cobbling in this area has been lost (Steeple Ashton VDS page 11) and also referred to in the planning application of 2006.

6. The new spur road to the field removed an old brick path servicing the field.
7. The drainage ditch to the field has been 'culverted' by the construction of the roads. There appears to be no application for permission to culvert this drain.
8. A large concrete pad has been installed on the site in the position where a garage had been contemplated in the now withdrawn planning applications. That, the apron and roads cover a large area of the plot previously undeveloped. These features generally have been constructed without permission and do not seem to be identified fully within the LBC application. Comments by the archaeology officer in relation to 21/01507/FUL are brought to your attention in this respect.
9. The application includes a request for retrospective approval of two porches although neither exists, hence it is difficult to see that this is a retrospective application.
10. An annexe has been built. Said to be a refurbishment of an existing structure which has the appearance of a change of use of whatever may have been there before, and seems actually to be a wholly new structure on a new foundation and base, including living facilities of a holiday let or small sublet arrangement. This, too is characterised as 'existing' whereas in truth it may be entirely 'new'. The original outbuilding did not have planning permission, see 2008 decision notice (08/02085/FUL), condition 7.
11. A stable block has been constructed, and has been advised to an enforcement officer that it is temporary. The owner has said that it will be moved regularly but we understand that it has power and water connections via underground conduits. Perhaps this installation can be checked again on a regular basis by enforcement, we understand that this movement should be on a 28-day basis for the structure to be classed as temporary.

Members noted the fragmentary set of applications for this site and trust that the planning authority will take into account comments made under applications

	<p>21/01511/FUL and 21/01507/FUL as many of these are relevant to the site as a whole.</p> <p>To receive and consider planning applications received after the issue of the agenda (<i>where the response time falls outside of the meeting schedule</i>) - None.</p>
<p><b>21.127</b></p>	<p><b>Parish Council Accounts Year Ending 31<sup>st</sup> March 2021</b></p> <ul style="list-style-type: none"> <li>a) Members received and considered the Annual Internal Audit Report from the Internal Auditor; reviewed its findings and the effectiveness of the system of internal control noting the following: <ul style="list-style-type: none"> <li>a. Website – the website was currently being updated and would have a dedicated finance page.</li> <li>b. Dates for period of public rights – were now listed as an agenda item.</li> </ul> </li> <li>b) Members prepared and approved Section 1; parts 2 &amp; 3 (Annual Governance Statement 2020/2021) of the AGAR (proposed Cllr Leonard, seconded Cllr Jones).</li> <li>c) Members considered Section 2; parts 2 &amp; 3 (Accounting Statements 2020/2021) of the AGAR.</li> <li>d) Members approved Section 2; parts 2 &amp; 3 (Accounting Statements 2020/2021) of the AGAR; signing and dating the statements accordingly (proposed Cllr Cottle, seconded Cllr Dallison).</li> <li>e) Members set the dates for the period of public inspection as Monday 14<sup>th</sup> June 2021 to Friday 23<sup>rd</sup> July 2021.</li> </ul>
<p><b>21.128</b></p>	<p><b>Business Continuity Motion</b></p> <p>Members considered the below motion to provide for business continuity, which was resolved and adopted (proposed Cllr Jones, seconded Cllr Leonard):</p> <p><b>This council resolves that:</b></p> <ul style="list-style-type: none"> <li>(a) Should the council be unable to meet for whatever reason, the Clerk be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget.</li> <li>(b) Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman of council. A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.</li> <li>(c) The authority to decide the council's response to planning applications be delegated to the Clerk, in consultation with the Chair of the Council and the designated Planning Lead Member. Members of the Parish Council will be informed of applications out for consultation and will be invited to submit comments to the Clerk.</li> <li>(d) The provisions outlined in resolutions (a-c) above will override any requirements to the contrary in the council's standing orders, financial regulations or terms of reference.</li> </ul>

<b>21.129</b>	<p><b>Assets of Community Value</b></p> <p>Members had been provided with information on Assets of Community Value and considered whether to submit an application to so list the public house in Steeple Ashton (The Longs Arms). Following debate, it was resolved to submit an application to Wiltshire Council for the listing of The Longs Arms as an Asset of Community Value (proposed Cllr Cottle, seconded Cllr Dallison). Appropriate liaison would be undertaken with the tenant and the owners.</p>
<b>21.130</b>	<p><b>Councillor Reports</b></p> <p><u>Cllr Jones</u> – reported that CATG had approved the PC’s request for 50% funding contribution towards the installations of spigots to house the SLR device. It was expected that the spigots would be installed before the winter.</p> <p><u>Cllr Leonard</u> – reported on the activity of the SAVE Climate Group informing members that information posted on Facebook about renewable heat incentives had generated eight responses; that the group was looking to arrange a seminar in September to talk about energy; that there was an opportunity to obtain trees from the Woodland Trust and that locations would need to be identified. It was agreed to ask the SAVE Group to plan the detail of this project. Members also discussed the potential of installing a charging point for electric vehicles in the village and SAVE was asked to provide a report on possible locations, which could be considered at the next Full Council meeting in August.</p>
<b>21.131</b>	<p><b>Correspondence</b></p> <p>Wiltshire Council re: Speed Indicator Device training – the Clerk reported on the offer for online training for SID volunteers and it was agreed to seek volunteers and arrange for training nearer the time of installation.</p>
<b>21.132</b>	<p><b>Date of next meeting</b></p> <p>Monday 5th July 2021 – Planning only (if required). Members noted that the planned training events would be run prior to the meeting.</p>

There being no further business the meeting was closed at 8.43 pm.