

# 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 **Monday 6<sup>th</sup> September 2021** at 7.30 pm in the Village Hall.

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

**In attendance:** Nicola Duke (Parish Clerk) and 8 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 requested permission to address the Council in respect of the planning application relating to Moonraker House and it was confirmed that the Chair would suspend Standing Orders at the appropriate point on the agenda to permit this.
- A resident requested any available updates on the planning issues at The Sanctuary, Dark Lane North and the Chair confirmed that she would report on this at the appropriate point on the agenda.
- A resident requested an update on the plans to identify potential improvements to St Marys playing field, reporting that local residents were keen to take this forward. It was confirmed that Cllr Dampier was leading on this project and would arrange for a meeting with the working group shortly.

	<b>AGENDA ITEM</b>
<b>21.153</b>	<b>Apologies for Absence and to consider the reasons given</b> None.
<b>21.154</b>	<b>Declarations of Interests and Dispensations to Participate</b> Cllr Leonard declared an interest in planning application PL/2021/08017 - Moonraker House, 3A High Street as a neighbour and a Wiltshire Council consultee.  Cllr Cottle declared an interest in planning application PL/2021/08017 - Moonraker House, 3A High Street as a neighbour.
<b>21.155</b>	<b>Minutes of Council Meetings</b> The minutes of a meeting of the Parish Council held on <b>2<sup>nd</sup> August 2021</b> were approved for accuracy and adopted (proposed Cllr Dampier, seconded Cllr Dallison).

<p><b>21.156</b></p>	<p><b>Notice of Intention to Resign</b></p> <p>The Chair had emailed members with her notice of intention to resign and members were asked to consider a timetable for this resignation and any required succession planning. After debate, the following was agreed:</p> <ol style="list-style-type: none"> <li>a) The Chair would chair the October meeting of the Parish Council and resign with effect from 31<sup>st</sup> October 2021.</li> <li>b) The election of the new Chair/Vice-Chair would be an agenda item for the November meeting</li> <li>c) Members discussed the level of Council vacancies post October and agreed to continue with the recruitment drive for new members and review projects and workload whilst membership remained low.</li> <li>d) Members discussed the potential election of a Vice-Chair and agreed that this would be considered at the November meeting, with members being asked to give this some thought to this prior to the meeting.</li> </ol>
<p><b>21.157</b></p>	<p><b>Wiltshire Council Report</b></p> <p>Wiltshire Councillor Seed had sent apologies for absence.</p> <p>The Chair provided an update on the Sanctuary, reporting that Cllr Seed had requested a written update from Wiltshire Council. This would be forwarded onto members and the Friends of Steeple Ashton when received. It was reported that the owner had submitted a new application and Design &amp; Access Statement, which was currently being assessed for suitability by Wiltshire Council. It was confirmed that the new application did not cover the stables or the car port, both of which were the subject of current enforcement action.</p>
<p><b>21.158</b></p>	<p><b>Planning Applications</b></p> <p>Members considered the below listed applications, with Standing Orders being suspended in order to permit the receipt of public comments being made as listed:</p> <ul style="list-style-type: none"> <li>• A resident addressed members in respect of the application for Moonraker House, providing background to the house purchase and outlining the desire to renovate to address aesthetic and functional defects. Information on some elements of the application was given.</li> </ul> <p><b>PL/2021/07208 and PL/2021/07720</b>- 3 Dark Lane North Steeple Ashton Trowbridge BA14 6EY - Replacement extension, new extensions and alterations – Support.</p> <p><b>PL/2021/07804</b> – 8 Common Hill, Steeple Ashton, Trowbridge, BA14 – Conversion of storage and office buildings to form a 2 bed holiday unit –Comment: The PC draws attention to the access issues given the potentially dangerous junction and the resultant need to ensure improvements are made to highway visibility in the area. The Highways Department is asked to assess this issue.</p> <p><b>PL/2021/07127</b> – Ashton Mill Farm Spiers Piece Steeple Ashton Trowbridge BA14 6HQ - Demolition of garage / store building and reinstatement as garden – Support.</p>

	<p><b>PL/2021/08018</b> - Homestead Vicarage Lane Steeple Ashton BA14 6HH - Proposed single storey side extension with covered terrace shading; replacement windows and doors – No objection.</p> <p><b>PL/2021/07222</b> - Larks Leaze, Edington Road, Steeple Ashton, Trowbridge, BA14 6HP - Subdivision of existing dwelling to form 2 no. dwellings; and associated landscaping, boundary treatments, parking, and private amenity space. Removal of buildings associated with former kennel and cattery use –Support.</p> <p><b>PL/2021/08017</b> - Moonraker House, 3A High Street, Steeple Ashton, Trowbridge, Wilts, BA14 6EL- Proposed alterations including loft conversion with dormer windows, garage extension and new pitched roof, exterior cladding, proposed single storey extension &amp; fenestration alterations – Comment: The PC comments that the dormer windows at the front of the property are not in keeping with the general street scene. The PC further requests that any grant of planning permission contains a condition that sufficient planting is in place to effectively screen any potential overlooking from the proposed balcony.</p> <p>To receive and consider planning applications received after the issue of the agenda (<i>where the response time fell outside of the meeting schedule</i>) – None.</p>
<p><b>20.159</b></p>	<p><b>Consultation on Wiltshire Council’s draft ‘Climate Strategy’ and ‘Our Natural Environment Plan’</b></p> <p>Members noted the consultation and timetable (information previously circulated) and agreed that the Climate Group would review the documents and report back to the October meeting.</p>
<p><b>20.160</b></p>	<p><b>Football at St Mary’s Playing Field</b></p> <p>Members noted complaints received (previously discussed and including parking, litter and anti-social behaviour), and the Chair reported that, given complaints had been received relating to both teams a zoom meeting with an appropriate agenda was now being planned. A report would then be brought to the October meeting of the Parish Council, with proposed draft contracts and Terms of Use. Members noted the importance of reviewing the strategic use of St Mary’s. It was agreed that Cllrs Leonard, Dampier and the Clerk would attend the planned meeting with the football teams. In addition, it was agreed that Cllr Cottle would arrange for the hedge at St Mary’s to be cut, following reports from residents that this was now overgrown.</p>
<p><b>20.161</b></p>	<p><b>Kick wall, St Mary’s playing field</b></p> <p>The Clerk reported that she had spoken with the structural surveyor who had surveyed the kick wall. The surveyor had reported that whilst repair was needed the wall was neither dangerous to users nor in danger of collapse, although more recent photographs provided had resulted in a comment that the condition was worsening. The surveyor had provided the Clerk with contact information for a specialist, approved contractor who could undertake the required repairs and quotes had been sought. These would be an item for the October PC meeting. In the meantime, it was</p>

	<p>confirmed that no further action was required although the wall would be monitored and photographed on a weekly basis. Members noted a comment from the public gallery that the wall was not regularly used and agreed that the kick wall would be considered as part of the strategic plan for the playing field although noting that an interim repair would be required for safety reasons.</p>
<b>21.162</b>	<p><b>Correspondence</b></p> <p>Steeple Ashton Films – request for extension of grant due to reduction in films shown during lockdown (email previously circulated) – the Chair provided the background to the PC grant and following debate, it was agreed that this request would be granted, with the funding being released per film. It was noted that additional marketing would be useful and this comment would be passed on to the organisers.</p>
<b>21.163</b>	<p><b>Councillor and Clerk Reports</b></p> <p>Parish Clerk – tabled a proposal to hold a Zoom training session to cover Planning, which was approved and the Clerk would send out some available dates.</p> <p>Cllr Leonard – reminded members that the Climate Group had arranged a renewable energy presentation to take place at the Village Hall on Thursday 9<sup>th</sup> September 2021.</p> <p>Cllr Cottle – reported that he had updated the Flood Plan contact sheet (August minutes refer) and would forward this to the Clerk.</p> <p>Cllr Jones – reported that the Parish Steward was visiting the parish on 14/15 September and asked for any work to be sent to him for forwarding onto the steward. Cllr Jones reported that, due to holiday, he would be unable to attend the CATG Meeting planned for Thursday 9<sup>th</sup> September. He reported that there were no issues requiring decision relating to the parish on the agenda, although the installation of the spigots for the SLR device was now listed as scheduled for October. He further reported on a recent incident in the village which had required the use of the defibrillator; reporting that the telephone operator dealing with the emergency had not had the defibrillator listed. Mrs Beaven would liaise with Community Heartbeat Trust accordingly as well as discuss the potential for running a further training session for the village, which it was felt would be useful.</p>
<b>21.164</b>	<p><b>Village Newsletter</b></p> <p>items for inclusion in the village newsletter were agreed as:</p> <ul style="list-style-type: none"> <li>• Cllr Dampier would provide article regarding the St Mary's and Newleaze working group.</li> <li>• Cllr Dampier would provide an article for the Platinum Jubilee event 'call for action'.</li> <li>• Cllr Leonard would provide a report on the current vacancies on the Parish Council.</li> <li>• Cllr Buffery-King would provide an article on her planned resignation from the Parish Council.</li> </ul>

<b>21.165</b>	<b>Date of next meeting</b> Monday 4 <sup>th</sup> October 2021 – Full Council meeting.
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There being no further business the meeting was closed at 8.50 pm.

ADOPTED