

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 7th February 2022 at 7.30 pm in the Village Hall.

Present: Cllr Leonard (Chair), Cllr Dampier, Cllr Jones, Cllr Dallison, Cllr Tapper, Cllr Cottle and Cllr Ash (from agenda item 21.214).

In attendance: Nicola Duke (Parish Clerk) and 5 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.

	AGENDA ITEM
21.212	Apologies for Absence and to consider the reasons given None.
21.213	Declarations of Interest and Dispensations to Participate Cllr Cottle declared an interest in the planning application relating to The Sanctuary, Dark Lane North as a neighbour.
21.214	Co-option of a Parish Councillor Members received and noted the expression of interest from a resident wishing to join the Parish Council. Mr Ash spoke to his application to join the PC, following which it was resolved to co-opt Mr Francis Ash as a member of the Council (proposed Cllr Dampier, seconded Cllr Tapper). Mr Ash duly signed his declaration of acceptance of office and joined the table.
21.215	Minutes of Council Meetings The minutes of a meeting of the Parish Council held on 10th January 2022 were approved for accuracy and adopted (proposed Cllr Dampier, seconded Cllr Jones).

<p>21.216</p>	<p>Wiltshire Council Report</p> <p>Councillor Seed had sent apologies for absence. The following reports were provided:</p> <ul style="list-style-type: none"> • The Chair reported that he had asked Cllr Seed about the planning applications relating to The Sanctuary, Dark Lane North. Cllr Seed had confirmed that he had requested a meeting with the case officer and would consider calling the current planning application in for committee determination. • The Chair had also sought details on available grant funding and Cllr Seed had provided information, which had been forwarded to Cllr Dampier for discussion with the St Mary's and Newleaze Working Group. • Cllr Seed had reported that there had been some delays in the adoption of the Local Plan but there would be no significant reduction in the housing allocations; a maximum of 10%, if any. The plan was expected to take effect from 2023.
<p>21.217</p>	<p>Planning Applications</p> <p>Members considered the below listed applications:</p> <p>PL/2021/09303 – 46 High Street, Steeple Ashton, Trowbridge, BA14 6EU - Removal and reinstatement of fabric due to fuel leak - Support.</p> <p>PL/2022/00298 - Pear Tree Cottage, 15 Dark Lane North, Steeple Ashton, BA14 6EY - Demolition of rear entrance lobby, construction of two storey extension with juliet balcony on first floor, gazebo to cover existing Jacuzzi in timber construction, reduction of tree canopy to facilitate new extension and proposed solar panel array - Support.</p> <p>PL/2022/00145 – 12a Dark Lane North, Steeple Ashton, BA14 6EY - Sycamore tree - fell because phone wires running through and will get too big for area – Request site visit from Tree Officer, as the reason for felling not immediately obvious.</p> <p><i>At this point Standing Orders were suspended to enable members of the public to comment on the below application:</i></p> <p>PL/2022/00485 - The Sanctuary, 9 Dark Lane North, Steeple Ashton, BA14 6EY - Retrospective Application for the partial renovation / reconstruction of outbuilding to form annex.</p> <p>A resident expressed concern at a potential major planning precedent being set in the village, given the other planning and enforcement issues relating to the site. He reported that Cllr Seed had spoken to the Planning Officers and had confirmed that there were no enforcement notices in place other than that requiring the regular movement of the stables. The resident was concerned at the retrospective nature of the application and the potential for further retrospective applications being submitted.</p> <p>A resident spoke on behalf of the Friends of Steeple Ashton stating support for the comments made by English Heritage and expressing concern at the unauthorised</p>

	<p>works which required attention at the site. He recommended that the curtilage of the site be viewed holistically and that a site visit be requested by Wiltshire Council.</p> <p><i>At this point Standing Orders were reinstated.</i></p> <p>PL/2022/00485 - The Sanctuary, 9 Dark Lane North, Steeple Ashton, BA14 6EY - Retrospective Application for the partial renovation / reconstruction of outbuilding to form annex – Cllr Dallison provided some background to the application and Standing Orders were suspended to enable a discussion with members of the public. Following debate and the reinstatement of Standing Orders members resolved to object to the application on the following grounds:</p> <ol style="list-style-type: none"> 1. That the building represents an over development of the area as the new structure is larger and higher than the previous structure and therefore has a negative impact on the character and appearance of the area. 2. That the building creates a structure very different from the previous structure, which was ancillary to the main house and did not provide accommodation. The Planning and Heritage Officers are asked to investigate this further, with reference to the statements made in the Heritage Statement. <p>The PC resolved to contact Wiltshire Council with a view to understanding the lack of action in enforcement matters relating to the site. The PC would also point out that the existing block plan shows a site access which is not approved.</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>21.218</p>	<p>St Mary’s Playing Field and Newleaze Working Group</p> <p>Members received and noted the minutes of the initial meeting of the working group held on 1st February 2022 (previously circulated) and considered the recommendations contained therein. Cllr Dampier provided a report on the meeting, reporting that she had been elected as Chair of the working group. She confirmed that the group would now meet on a monthly basis in the village hall, with meetings open to the public. It was hoped that this would generate interest from parishioners, although Cllr Dampier confirmed the group would ensure any proposals released for consultation were appropriate and feasible. The group would also commence work on identifying available grants in support of capital works projects at the recreation areas. The Steeple Ashton Recreation & Community Development Group Trust was discussed and it was confirmed that a Treasurer was still being sought. It was noted that the work involved in this role would be minimal at this stage. Trustees for the Trust were also being sought.</p> <p>Recommendations from Working Group:</p> <ol style="list-style-type: none"> a) To refuse a request from Steeple Ashton FC to continue use of the football pitch beyond the end of the current season in May - This was resolved and the request refused (proposed Cllr Leonard, seconded Cllr Dampier).

	<p>b) That the PC consider the release of the results of the parish survey carried out in 2019 - the Chair reported that a draft summary of the results had been prepared. The Clerk was asked to circulate the summary and the request would then be reviewed at the March meeting, with members being asked to send the Clerk any feedback on the summary in the meantime.</p>
<p>21.219</p>	<p>Parish Environment</p> <p>a) Members considered the report from the Tree Surgeon relating to trees at Moonraker House and considered the response to the residents request that the trees be removed (referred from January meeting, report previously circulated). Following debate, it was resolved that the request to remove the trees be denied (proposed Cllr Dampier, seconded Cllr Dallison).</p> <p>b) Members noted the results of the arboricultural survey carried out in 2021 and considered work to be undertaken (report previously circulated, including information on pricing). It was resolved to authorise the works listed for Newleaze play area at a total cost of £65 plus vat. Works required at St Mary's Playing Field were discussed and it was resolved to authorise the required works at a total cost of £300 plus vat, subject to confirmation of land ownership. It was resolved that, should this not be readily identifiable, the PC would proceed with the works (proposed Cllr Dampier, seconded Cllr Dallison), with such works being carried out for community benefit and not representing any acceptance of liability, admission of land ownership or commitment to long term maintenance. It was resolved to authorise the works at Acreshort Park in the amount of £10 plus vat and to ask that the works to the purple plum to be carried out at the same time (agreed at a previous meeting). The Tree Surgeon was asked to inspect the large walnut tree between 3A and 3B High Street.</p> <p>c) Members noted the previous arrangements for the village Litter Pick event (information previously circulated) and considered the next steps. <i>Standing Orders were suspended to allow a resident to address the Council.</i> A resident spoke to the Council regarding the issue of litter across Steeple Ashton, Great Hinton and Keevil; proposing that a regular, joint litter pick be arranged involving all three villages. This was discussed and the proposal supported, with members agreeing they would consider the donation of the required equipment. Issues of liability and health and safety were considered and it was noted that any regular litter pick would not be organised by or on behalf of the PC, although the PC would provide practical support where it could. <i>At this point Standing Orders were re-instated.</i> The PC stated its commitment to the annual litter pick, which it was felt would act as a good starting point from which to establish for a more regular event. It was agreed to ask Mrs Buffery-King to lead on the arrangements for an annual litter pick and liaise with the resident regarding establishing a more regular event across the three villages. Mrs Buffery-King would also be asked to confirm what equipment was held for the litter pick and identify any additional items required. Members expressed their sincere gratitude to Mrs Buffery-King for her kind offer of support in this matter.</p>

<p>21.220</p>	<p>Highways and SLR Device</p> <ul style="list-style-type: none"> a) Members considered the responses and information from Wiltshire Council following a site visit to review highways issues in November 2021 and noted the report provided by Cllr Jones. Cllr Jones introduced his report and it was agreed to submit the following Highway Improvement Forms to Wiltshire Council: <ul style="list-style-type: none"> a. Request for new red gateway markings on the two northern entrances at 30 mph signs, Ashton Common and Ashton Hill. b. Request for a refresh of the worn red gateway markings on the southern entrance to the village at 30 mph signs, on Edington Road. c. Request for a holistic review of parking issues along the High Street so that solutions can be identified, including consideration of parking restrictions. b) Members considered the status of the SLR Management Group and agreed that the group would be formalised as a working group of the PC with Cllrs Jones and Tapper as the PC representatives, who would arrange an initial meeting with the other volunteers. The first meeting would draft relevant Terms of Reference for the PC to consider.
<p>21.221</p>	<p>Correspondence</p> <ul style="list-style-type: none"> a) Keevil Parish Council re: Keevil Airfield Motorsports Activity 2022 (copy previously circulated) - noted, with the PC expressing support for the event. b) School Building Management Committee re: Appointment of a PC rep (copy previously circulated) – Cllr Dampier was appointed to the role.
<p>21.222</p>	<p>Councillor and Clerk Reports</p> <ul style="list-style-type: none"> a) Development of an enhanced Asset Register – the Parish Clerk reported that the Asset Register required review in March and it was agreed that Cllr Leonard would assist with this. b) Purchase of grit bins – it was not felt necessary to purchase any additional bins. It was noted that a bin remained next to the Longs Arms and was two-thirds full. c) Website – the Clerk reported that the website was ready to go live and asked members to provide biographies and photos prior to its launch (mid-February) by 11th February 2022. d) Open Gardens event May 2022 and request for parking area (referred from January meeting) – it was agreed to ask a representative to attend the next meeting so that this could be discussed further. Any parking on grassed land would be highly weather dependent due to the risk of damage to wet ground. e) Proposal for wild flower verge planting (referred from January meeting) – Cllr Cottle reported that he was still waiting for prices and the item would be referred to the March meeting. f) Update on approaches made to consultants for potential Neighbourhood Planning work– Cllr Dallison reported that he had identified some contacts to approach and the item was therefore referred to the March meeting. g) Update on Jubilee celebrations planning – Cllr Leonard reported that a meeting had been arranged for Friday 11th February 2022 in the village hall to

	<p>begin planning for events. The Chair would report back and it was noted that Cllr Ash had offered to act as liaison member for this project.</p> <p>h) Update on parish office clearance – Cllr Leonard reported that he and the Clerk had visited the office and agreed a three stage plan: a) send archive material to the County Archive b) members to review the remaining documents to identify any documents of value to be scanned and stored and c) arrange shredding for the remainder. It was targeted to have cleared the office of paperwork by the end of February.</p>
21.223	<p>Village Newsletter</p> <p>Items for inclusion in the village newsletter were agreed as:</p> <ul style="list-style-type: none"> • Website • Next date for the St Marys and Newleaze Working Group • Report on the Platinum Jubilee public meeting • Litter picking
21.224	<p>Date of next meeting</p> <p>Monday 7th March 2022.</p> <p>Annual Parish Meeting – Monday 25th April 2022 (subject to Hall availability).</p> <p>Annual Council Meeting – Thursday 5th May 2022 (subject to Hall availability).</p>

There being no further business the meeting was closed at 9.17 pm.