

# 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

**To: All Members of Steeple Ashton Parish Council**

You are hereby summoned to attend a meeting of the Parish Council to be held on **Monday 4<sup>th</sup> April 2022** commencing at 7.30 pm in the Village Hall, for the transaction of the business shown on the agenda below.



Nicola J Duke - Parish Clerk

29<sup>th</sup> March 2022

The Chair of the Parish Council will invite members of the public to present their questions, comments and petitions submitted under the Council's Public Participation Procedure at the start of the meeting. *Please note that the Clerk will record the names of those wishing to address the Council together with the subject matter prior to the start of the meeting and each speaker will be permitted 3 minutes in which to address members.*

	<b>AGENDA ITEM</b>
<b>21.237</b> 1 minute	<b>Apologies for Absence and to consider the reasons given</b> Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given. LGA 1972 s85(1).
<b>21.238</b> 1 minute	<b>Declarations of Interest and Dispensations to Participate</b> a) To receive declarations of interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and the Localism Act 2011 in respect of members. b) To receive any dispensation requests received by the Parish Clerk and not previously considered.
<b>21.239</b> 2 minutes	<b>Minutes of Council Meetings</b> To confirm and sign as a correct record the minutes of a meeting of the Parish Council held on <b>7<sup>th</sup> March 2022</b> (attached).
<b>21.240</b> 5 minutes	<b>Wiltshire Council Report</b> To receive any written report available from Wiltshire Councillor Seed and to agree any actions required by SAPC in relation to his report and updates.

<p><b>21.241</b> 5 minutes</p>	<p><b>Planning Applications and Decisions</b></p> <p><b>Planning Applications</b></p> <p><b>PL/2022/01717</b> - 1 ST MARYS, STEEPLE ASHTON, TROWBRIDGE, BA14 6EN - Two storey extension to side of existing house to include double garage at ground floor and two bedrooms at first floor.</p> <p><b>PL/2022/01812</b> - 41 Newleaze, Steeple Ashton, Trowbridge, Wilts, BA14 6EF - Demolition of existing lean-to utility area and construction of extension to kitchen and formation of a toilet facility adjacent to front door.</p> <p><b>PL/2022/01792</b> - 42 NEWLEAZE, STEEPLE ASHTON, TROWBRIDGE, BA14 6EF - Extension to form new toilet and porch area. Adaptations to existing open topped enclosure to form covered storage and entrance area.</p> <p><b>PL/2022/01865</b> - 60 A Yew Tree House High Street, Steeple Ashton, BA14 6EU - T1 - Yew tree - Monolith Yew tree to 3 m due to excessive decay in stem.</p> <p><b>PL/2022/02409</b> - BULLEN HILL FARM, ASHTON COMMON, STEEPLE ASHTON, TROWBRIDGE, BA14 6DY - Conversion and extension of an existing residential building to form two dwellings and erection of Garage Building.</p> <p><b>Planning Decision</b></p> <p><b>PL/2022/00298</b> - 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 - Approve with Conditions</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>).</p>
<p><b>21.242</b> 10 minutes</p>	<p><b>Grounds maintenance contract 2022-23</b></p> <p>To review the specification for the contract and agree an appropriate tender process, if required (documents attached).</p>
<p><b>21.243</b> 10 minutes</p>	<p><b>Steeple Ashton Village Hall</b></p> <p>To receive an update on planned works to the Village Hall and consider information contained therein regarding the allocation of the PC's previously agreed grant (information attached).</p>
<p><b>21.244</b> 10 minutes</p>	<p><b>Football, St Mary's</b></p> <p>To receive a report on the costs associated with permitting football matches at St Mary's and determine next steps (report attached)</p>
<p><b>21.245</b></p>	<p><b>Staffing Matters</b></p> <p>To note that the national pay award for 2020-21 has now been agreed, note that the Clerk has submitted her annual timesheet to the Chair and elect members to a HR Panel to discuss both items. <i>HR Panel to meet with the Clerk and to present recommendations to the next Council meeting (Clerk will not be present for this item at the formal Council meeting).</i></p>

<p><b>21.246</b> 5 minutes</p>	<p><b>Correspondence</b> To receive and consider any items of correspondence – None at time of issue.</p>
<p><b>21.247</b> 20 minutes</p>	<p><b>Councillor and Clerk Reports</b> To receive any reports and update from clerk and members including:</p> <ul style="list-style-type: none"> <li>a) Budget Report – Clerk to report (copy to follow).</li> <li>b) Proposal for wild flower verge planting (referred from March meeting) – Cllr Cottle</li> <li>c) Update on approaches made to consultants for potential Neighbourhood Planning work– Cllr Dallison</li> <li>d) Update on Jubilee celebrations planning – Cllr Ash – and to consider a request from a resident that the PC consider the purchase and installation of a bench seat, with a suitable inscription, commemorating the “Platinum Jubilee of Elizabeth II”.</li> <li>e) Report on the March meeting of the Steeple Ashton Recreation and Community Development Group– Cllr Dampier (notes of meeting attached).</li> <li>f) Discussion on the summary document to the 2019 parish survey and its release via the website.</li> <li>g) Update on the parish office clearance – Parish Clerk</li> <li>h) Best Kept Village Competition 2022 – to note previously circulated correspondence and determine whether to submit an entry.</li> </ul>
<p><b>21.248</b> 2 minutes</p>	<p><b>Village Newsletter</b> To agree any items for inclusion in the village newsletter</p>
<p><b>21.249</b> 5 minutes</p>	<p><b>Date of next meeting</b> Annual Parish Meeting – Wednesday 27<sup>th</sup> April 2022 – members to agree actions and arrangements required for the meeting.</p> <p>Annual Council Meeting – Thursday 5<sup>th</sup> May 2022</p>