

# STEEPLE ASHTON PARISH COUNCIL

**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> June 2022** at 7.30 pm in the Village Hall.

**Present:** Cllr Leonard (Chair), Cllr Dallison, Cllr Tapper, Cllr Ash, Cllr Jones, Cllr Dampier and Cllr Cottle.

**In attendance:** Nicola Duke (Parish Clerk) and 9 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 addressed the Council as the new owner of The Sanctuary, Dark Lane North reporting that he was working with Wiltshire Council to address outstanding planning issues. Cllr Dallison would act as the point of contact moving forward.
- A resident thanked the Parish Council for organising the Jubilee celebration events in the village, which had been a great success.

	AGENDA ITEM
2022.18	<b>Apologies for Absence and to consider the reasons given</b> None.
2022.19	<b>Election of Vice-Chair</b> In accordance with the Local Government Act 1972 ss 15 (6) and 34 (6) members considered the election of a Vice-Chair of the Parish Council for the municipal year 2022/2023. Following debate, it was resolved that Cllr Tapper would be elected (proposed Cllr Dampier, seconded Cllr Cottle).
2022.20	<b>Declarations of Interest and Dispensations to Participate</b> None.
2022.21	<b>Minutes of Council Meetings</b> a) The minutes of a meeting of the Parish Council held on <b>4<sup>th</sup> April 2022</b> were approved for accuracy and adopted (proposed Cllr Jones, seconded Cllr Dampier).  b) The minute of the Annual Council Meeting held on <b>5<sup>th</sup> May 2022</b> were approved for accuracy and adopted (proposed Cllr Jones, seconded Cllr Cottle).

<b>2022.22</b>	<p><b>Wiltshire Council Report</b> Wiltshire Councillor Seed had sent apologies for absence. The Chair reported that he had asked Cllr Seed if a WC planning officer might be able to attend the July planning meeting. He would confirm the response once received.</p>
<b>2022.23</b>	<p><b>Planning Applications</b></p> <p><b>PL/2022/03728</b> - The Hawthorns, Southbrook Lane, Steeple Ashton, Trowbridge, BA14 6HW - Proposed Portal Frame Building to provide stables, tack, fodder &amp; Bedding storage and secure storage of agricultural machinery, existing stables to be demolished – No objection.</p> <p><b>PL/2022/04171</b> - Orchard End, 5, Dark Lane North, Steeple Ashton, BA14 6EY - Cherry Blossom tree (dead) - fell Holly tree (dead) – fell – No objection.</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>
<b>2022.24</b>	<p><b>Parish Council Insurance 2022/23</b> Members confirmed the insurance arrangements for 2022/23 and approved the necessary expenditure at a cost of £1,276.13 (information previously circulated) (proposed Cllr Cottle, seconded Cllr Tapper).</p> <p>The Parish Clerk reported that she had received confirmation from the insurers that the sums insured for play equipment and assets should reflect replacement costs. As the values are not automatically increased each year, the Council had been advised that it would be prudent to review sums insured values under Part C All Risks. The Clerk reported that this review was in hand and a report would be brought to the September meeting of the PC.</p>
<b>2022.25</b>	<p><b>Parish Council Accounts Year Ending 31<sup>st</sup> March 2022</b></p> <ol style="list-style-type: none"> <li>a) Members received and considered the Internal Audit Report, reviewed its findings and confirmed the effectiveness of the system of Internal Control (proposed Cllr Dallison, seconded Cllr Dampier).</li> <li>b) Members prepared and approved Section 1: parts 2 and 3 (Annual Governance Statement 2021/22) of the AGAR (proposed Cllr Cottle, seconded Cllr Tapper).</li> <li>c) Members considered Section 2; parts 2 and 3 (Accounting Statements 2021/22) of the AGAR (proposed Cllr Ash, seconded Cllr Dallison).</li> <li>d) Members approved, signed and dated Section 2; parts 2 and 3 (Accounting Statements 2021/22) (proposed Cllr Dampier, seconded Cllr Dallison).</li> <li>e) Members set the dates for the period of public inspection as Monday 13<sup>th</sup> June 2022 to Friday 22<sup>nd</sup> July 2022.</li> </ol>
<b>2022.26</b>	<p><b>Tree works in the Village</b></p> <ol style="list-style-type: none"> <li>a) Members considered a request to mark HM The Queen’s Platinum Jubilee with the planting of a commemorative tree (request previously circulated) and agreed that this request would be supported. Members considered a location for the tree,</li> </ol>

	<p>which had been suggested as the grass before The Merchants House and it was felt that a small row of trees might be suitable. It was agreed to consult neighbouring homeowners and Wiltshire Council highways prior to proceeding. Cllr Jones and Cllr Cottle would talk to the relevant homeowners, the Clerk would liaise with WC Highways and Cllr Leonard would investigate the appropriate species of tree. The matter would be further discussed at the July PC meeting.</p> <p>b) Members received and considered a quotation for tree works at 3a High Street in the amount of £375 plus vat (previously circulated) and resolved to accept the quote with work to be carried out after 1<sup>st</sup> September; the Council would consider replacement with another tree in the autumn (proposed Cllr Leonard, seconded Cllr Cottle).</p> <p>c) Members received and considered a quotation for tree works required at St Mary's Playing Field in the amount of £250 plus vat (previously circulated) and resolved to notify Selwood Housing as the landowner. An update would also be sought on the planned tree works which Selwood had previously confirmed would be carried out.</p>
<p><b>2022.27</b></p>	<p><b>Correspondence</b></p> <p>Steeple Ashton Village Hall - members considered whether the PC would continue with the grant to the Film Club and the Clerk would make contact with the Film Club to invite them to submit a grant application, if required.</p>
<p><b>2022.28</b></p>	<p><b>Councillor and Clerk Reports</b></p> <p>a) Update on approaches made to consultants for potential Neighbourhood Planning work– Cllr Dallison reported that some consultants had been identified and that these would be approached once the PC had resolved its intention relating to Neighbourhood Planning. It was noted that Neighbourhood Planning would be an agenda item at the July PC meeting.</p> <p>b) Report on the May meeting of the Steeple Ashton Recreation and Community Development Group (notes previously circulated)– Cllr Dampier reported that the group was going strong, with regular meetings being held. Cllr Dampier was working on actions relating to the Trust and the work associated with taking this forward and encompassing the Acreshort Park group. There had been a question about whether WC had specific guidance on the development of recreational spaces; it was confirmed that national and local planning policies would apply but that there was no specific guidance. Cllr Dampier further reported that at the last meeting the group had walked around St Mary's field and identified some areas for future consideration. Cllr Dampier then tabled a proposal regarding the kick wall; suggesting that the wall could be refreshed with some street art. Members considered this and felt they would be receptive to the idea, depending on the proposals, which Cllr Dampier would bring back to a future PC meeting. A second proposal was tabled to plant a hedge along the rear of the chain-link fence at the back of the changing rooms at St Mary's and to establish this to allow for the future removal of the fence. It was noted that this project would require liaison with Selwood Housing. Cllr Dampier confirmed one</p>

	<p>of the group was employed by Selwood Housing and would be able to take this forward. The next meeting was scheduled for Monday 13 June 2022 at 7.30 pm in the Village Hall; Cllr Dampier reported she would not be able to attend and it was noted that Cllr Ash would be in attendance. Members discussed the potential repainting of the changing rooms and it was agreed that Cllr Cottle and Cllr Leonard would investigate what maintenance might be required on the changing rooms. The Chair spoke about the Acreshort Group and noted that the funding of future works would be carried out by fundraising; not by funding from the PC. Cllr Dampier reported that a strategic approach to fund raising in the village would be taken. A report was made regarding ball games at Acreshort Park and it was agreed that this rule required review. It was agreed that Cllr Ash would raise this with representatives of the Acreshort Park Group and report back to a future meeting.</p> <p>c) Local Highways and Footpath Improvement Group (LHFIG) report – Cllr Jones reported that the LHFIG meeting had taken place, chaired by Cllr Seed. There had been two issues relating to Steeple Ashton – the repainting of the gateway markings at the north and south entrances to the village and the requested review of parking along the High Street. Cllr Jones reported that the gateway markings at the northern end would be refreshed but that the southern end could only be done when the road was repaired. A site visit would be arranged to look at parking issues and Cllr Seed had confirmed his intention to attend this.</p>
<p><b>2022.29</b></p>	<p><b>Village Newsletter</b>  Members agreed the following items for inclusion in the village newsletter:</p> <ul style="list-style-type: none"> <li>• Accounts year ending 31<sup>st</sup> March 2022</li> <li>• Community Grant pot 2022/23</li> <li>• Planning information</li> <li>• Community Speed Watch– to report that the necessary survey had been carried out as a result of which it had been confirmed that a CSW would be supported in the village. It would be further reported that the group was already partly established with training to be arranged and further volunteers would be sought.</li> <li>• Wildflower verge – to report on the recent planting, remind residents not to park on the verge and mention the sponsorship.</li> </ul>
<p><b>2022.30</b></p>	<p><b>Date of next meeting</b>  Monday 4<sup>th</sup> July 2022 – Planning Only.</p>

There being no further business the meeting was closed at 8.37 pm.