

# 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 3<sup>rd</sup> October 2022** at 7.30 pm in the Village Hall.

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

**In attendance:** Nicola Duke (Parish Clerk) and 10 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 drew attention to an increase in dog faeces in the village, particularly along Church View and the High Street. It was agreed that the PC would include information on this in the next newsletter and on Facebook.
- A resident reported a pothole on the corner of Vicarage Lane and Dark Lane North, commenting that this may be as a result of a sunken drain. It was confirmed that the PC would report this to Wiltshire Council.
- A resident queried whether the planning applications for new homes would, if permitted, be deducted from the housing allocation for Steeple Ashton. The Chair confirmed that, if the properties were new dwellings, the numbers would be deducted from the housing allocation.
- A resident asked for information as to planned tree planting at St Mary's recreation area. The Chair directed him to the Steeple Ashton Recreation and Community Development Group, which was organising this work and the resident confirmed he would try to attend the next planned meeting (Monday 10<sup>th</sup> October). The Chair reported that further tree planting was being arranged by the PC and would be discussed later in the meeting. It was noted that some of the trees which had been planted out towards Ashton Mill had died as a result of the drought over the summer.

	<b>AGENDA ITEM</b>
<b>2022.62</b>	<b>Apologies for Absence and to consider the reasons given</b> Cllr Jones due to prior commitment, accepted.
<b>2022.63</b>	<b>Declarations of Interest and Dispensations to Participate</b> Cllr Leonard declared an interest in the planning application relating to 1 St Mary's as a near neighbour.
<b>2022.64</b>	<b>Minutes of Council Meetings</b> The minutes of a meeting of the Parish Council held on <b>5<sup>th</sup> September 2022</b> were approved for accuracy and adopted (proposed Cllr Tapper, seconded Cllr Ash).

2022.65	<p><b>Wiltshire Council Report</b> Wiltshire Councillor Seed had sent apologies for absence. The Chair had requested an update on several items, which he hoped would be forthcoming for the next meeting.</p>
2022.66	<p><b>Planning Applications</b></p> <p><b>PL/2022/06464</b> - 1 St Marys, Steeple Ashton, BA14 6EN - New single storey dwelling – <b>No Objection</b>; with the comment that the architect would liaise with the applicant to ascertain whether the development could be moved slightly back from the road side in order to protect the street scene. It was also noted that the Clerk was continuing to chase Wiltshire Council in order to confirm the ownership of the bank.</p> <p><b>PL/2022/07034</b> - 31 Dark Lane South, Steeple Ashton, Trowbridge, BA14 6EZ - Utility and Boot Room – <b>No Objection</b>.</p> <p><b>PL/2022/06857</b> - Elmsgate Buildings, Edington Road, Steeple Ashton, BA14 6HP - New vehicular access from Edington Road – <b>No Objection</b>.</p> <p><b>PL/2022/06574</b> - 3 Edington Road, Steeple Ashton, BA14 6HP - Change of use from agricultural land to domestic garden. New greenhouse and water storage. New solar panel arrays – <b>No Objection</b>.</p> <p><b>PL/2022/06594</b> - 17 Ashton Common, Steeple Ashton, BA14 6DY - Extension of existing summer house to form dependent relative accommodation – <b>No Objection</b>.</p> <p><b>PL/2022/06941</b> - Unit A, Elmsgate Buildings, Edington Road, Steeple Ashton, BA14 6HP - Notification for Prior Approval under Class MA - Change of use from furniture showroom (Use Class E) to 3 dwelling houses (Use Class C3) – Noted, the PC had <b>No Objection</b>.</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>
2022.67	<p><b>Neighbourhood Plan for Steeple Ashton</b></p> <p>a) Members considered quotations from potential NP consultants (September minutes refer) and, following debate, it was resolved to appoint MLP Planning as the PC’s Neighbourhood Plan consultant (proposed Cllr Cottle, seconded Cllr Dallison) It was agreed that the Chair and Clerk would arrange a zoom meeting with MLP to gain input on the planning for the public meeting scheduled for November 2022; it was agreed that a clear structure for the meeting would be required. The advice received would be circulated to members. In response to questions from members of the public the Chair confirmed that a) the final scope for the Neighbourhood Plan had not yet been determined and b) that the revised housing allocation figures would be</p>

	<p>contained in the new Local Plan which was expected to be published towards the end of October/early November 2022.</p> <p>b) Members considered information from Wiltshire Council re: Rural Housing Needs Survey (information previously circulated) and agreed to accept WC advice that the survey be deferred until after the publication of the 2021 Census data; subject to advice received from the PC's Neighbourhood Planning consultants.</p>
<p><b>2022.68</b></p>	<p><b>Steeple Ashton Recreation and Community Development Group</b></p> <p>Cllr Ash reported that the group had not met since the last PC meeting however, a meeting was scheduled for Monday 10<sup>th</sup> October 2022. Cllr Ash would provide Cllr Cottle with the relevant contact details for the member who was taking forward the hedge planting project as Cllr Cottle had previously agreed to provide a link with the bat mitigation group at WC (September minutes refer).</p>
<p><b>2022.69</b></p>	<p><b>Financials</b></p> <p>a) The list of payments and receipts July – August 2022 had been circulated to members and was noted (proposed Cllr Tapper, seconded Cllr Ash).</p> <p>b) The Bank Reconciliation Statement as at 31<sup>st</sup> August 2022 had been circulated to members and was noted.</p> <p>c) The Consolidated Financial Position Statement as at 31<sup>st</sup> August 2022 had been circulated to members and was noted.</p> <p>d) The Clerk introduced the External Auditor's Report for year ending 31.03.2022 and members noted the two matters commented upon; it was noted that the Auditor had been unable to verify the publication of required data for 2020/21 as the previous website was no longer active. The Clerk confirmed that new website contained the required information for the financial year 2021/2022. The Clerk had also, in response to a query, provided the External Auditor with a copy of the minutes confirming sections 1 and 2 had been considered by the Council separately at the June PC meeting. It was confirmed that, apart from the two comments not affecting the Auditor's opinion, the PC had received a clean audit report for 2021/22.</p> <p>e) Members noted information from the Council's electricity supplier to St Mary's that the monthly direct debit for electricity supply to the Changing Rooms was due to increase from £35.00 pcm to £247.78. The Clerk reported that she had contacted Bulb Energy and provided an up to date meter reading. Correspondence had subsequently been received that the increase would be put on hold in October whilst the pricing was further reviewed. The Clerk was in the process of obtaining further quotations. The matter would therefore be referred to the November PC meeting. In the meantime, The</p>

	Stiffs FC would establish the FA's requirement for changing room provision and facilities and the Clerk would establish standing charges and usage.
<b>2022.70</b>	<b>Correspondence</b> None.
<b>2022.71</b>	<b>Councillor and Clerk Reports</b> <ul style="list-style-type: none"> <li>a) Platinum Jubilee tree planting – Members considered the plans for the planting (September minutes refer) and noted that some negative feedback had been received. Cllr Tapper reported on this, confirming that he would ask the resident to submit the comments formally. Following debate, it was agreed to further consult on the plans for the planting via Facebook and the public meeting planned for November 2022.</li> <li>b) Relocation of CPRE plaques – It was agreed that this would be taken into consideration when dealing with agenda item 2022.71a) above.</li> <li>c) Wildflower planting – There were no further updates on the planned extension of the wildflower planting. Cllr Tapper reported that he had spoken to the sponsor of the current strip who had suggested that the PC may wish to consider re-sizing and redesigning the sponsorship sign so that it could be re-installed. Following debate, it was agreed to review the provision of sponsorship signs at the point the scheme was extended; it was suggested that one sign listing all sponsors may be a suitable way forward.</li> <li>d) Highways and CSW reports – Cllr Jones was absent; no highways report. Cllr Tapper reported on the CSW activity: <ul style="list-style-type: none"> <li>a. The team had carried out 2 outings during the previous week; early morning and mid-morning.</li> <li>b. The CSW presence was having the desired effect with speeds recorded during commuter time having reduced.</li> <li>c. The CSW team would rotate the locations of the unit; at the current time however, they were focusing on the bus stop area.</li> <li>d. The team had now increased in number to 6 (with 2 undergoing training). This provided the group with the required operational resilience.</li> <li>e. A request for a further traffic survey had been submitted to Wiltshire Council (Ashton Common). A further site at Bleet was being considered but would be submitted at a later date so as not to overburden WC.</li> <li>f. The team had been encouraged by their public reception; motorists acknowledged the team and gave advice as to other times which may be worth adding to the schedule.</li> <li>g. It was confirmed that the police would provide a breakdown, which would show which speeding vehicles were local. It was further</li> </ul> </li> </ul>

	<p>confirmed that after 2 letters issued for speeding the police would plan to make a visit to the motorist.</p> <p>Cllr Tappers efforts to organise CSW so effectively were noted and very much appreciated by the members of the PC and a formal vote of thanks to the team were recorded. It was agreed that a public vote of thanks would also be made at the public meeting planned for November 2022.</p> <p>e) Play area repairs – St Marys &amp; Newleaze – The Clerk reported that contractors had still not provided full, written quotes and asked members to consider approving expenditure of up to £1,000 to carry out the required works, so that the project could be completed as speedily as possible. It was confirmed that the selection of the contractor would be made in conjunction with the Chair and Vice-Chair. This was resolved (proposed Cllr Tapper, seconded Cllr Ash).</p> <p>f) Tree works - Newleaze &amp; 3a High Street – The Clerk reported that the Tree Surgeon had assessed the tree in Newleaze, the condition of which he was content with. The works at 3a High Street had now been carried out. Members discussed the planned replacement of the tree (noting comments from residents) and agreed that the Clerk would consult with the WC Tree Officer to identify a suitable species of small, ornamental tree for the site; given that the Council’s policy was to provide a replacement tree.</p> <p>g) Councillor Vacancy – The Clerk reported that Wiltshire Council had confirmed no election had been called following the resignation of Cllr Dampier and that the Council was able to fill the vacancy via co-option. This was noted.</p> <p>h) Sponsorship Policy – The Clerk had circulated a draft document, which was adopted without amendment (proposed Cllr Tapper, seconded Cllr Dallison).</p> <p>i) Hedge Sandpits Lane – Cllr Cottle asked whether there would be any objection to his planning a 3m high, 200m long hedge along the fence line for bat mitigation measures. No objections were raised; subject to protecting the sightlines and providing some gaps in the hedging.</p>
<p><b>2022.72</b></p>	<p><b>Village Newsletter</b></p> <p>The following items were agreed for inclusion in the village newsletter:</p> <ul style="list-style-type: none"> <li>• NP public meeting (also via Facebook), Planning information and Tree planting (also via Facebook)</li> </ul>
<p><b>2022.73</b></p>	<p><b>Date of next meeting</b></p> <p>November 2022 – Planning/Neighbourhood Planning Only – the Clerk would establish available dates for the Village Hall later in the month, to enable sufficient time for publicity given the meeting had originally been planned for the 7<sup>th</sup> November 2022.</p>

There being no further business the meeting was closed at 8.52 pm.