

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 23rd January 2023 at 7.30 pm in the Village Hall.

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

In attendance: Nicola Duke (Parish Clerk) and Wiltshire Councillor J Seed.

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
2022.90	Apologies for Absence and to consider the reasons given None.
2022.91	Declarations of Interest and Dispensations to Participate Cllr Cottle declared an interest in planning application PL/2022/09195 and PL/2022/09387- THE MANOR, CHURCH STREET, STEEPLE ASHTON, TROWBRIDGE, BA14 6EW, as a neighbour to the property.
2022.92	Wiltshire Council Report Wiltshire Councillor Seed reported the following: <ul style="list-style-type: none">• The Chair thanked Cllr Seed for his support in resolving a recent repair required to the highway at Common Hill. Cllr Seed reported that he continued to press for a permanent repair but stated that WC had been supportive and responsive in carrying out emergency works. It was noted that damage to the road had been as a result of water run-off from the field and a blocked drain. The gully machine had attended to the blocked drain and members discussed options for improving the management of water run-off.• Cllr Seed reported that WC would now recharge parish and town councils for election costs (information previously circulated). He reported that a contested election would cost SA PC £1,300; an uncontested election costing

	<p>approximately half that cost. Members noted that budgetary allocation would need to be made for these costs.</p> <ul style="list-style-type: none"> • Cllr Seed informed members that grant funding was available from the Area Board for open space projects (c. £1,750). Members agreed that an application should be made in support of the required renovations to play area equipment at St Mary's. The Chair and the Clerk would liaise to take this forward with the Recreation Development Working Group, which would need to submit the application. • The Chair asked for any updates on the consultation into the Local Plan. Cllr Seed reported that it was hoped this would take place later this year although changes may be made as a result of the Levelling Up Bill, currently progressing through Parliament, which may have an impact on the Five-Year Housing Land Supply issue. Cllr Seed reported that the Bill contained a measure whereby developers would be unable to force development in any local authority area which could demonstrate it met 75% of its required 5YHLS. It was hoped that this would prevent speculative development. It was confirmed that this was unlikely to alter the housing allocations for Steeple Ashton and the importance of neighbourhood planning in enabling parishes to identify preferred areas for development was noted. • Members discussed with Cllr Seed the lack of police presence both in the village and at Council meetings; it was noted that this had greatly reduced in recent years and members agreed that a regular presence in the village was of great importance. Cllr Seed reported that he had raised this issue at the Area Board, which was attended by the Inspector and suggested that the parish council could ask a member to attend to further speak to this issue. Pressure from parish and town councils would, he felt, add weight to the issues he had already raised. Cllr Tapper agreed to take this forward.
2022.93	<p>Casual Vacancy Members noted that, following the resignation of Cllr Francis Ash, a casual vacancy had arisen; relevant notices had been issued by Wiltshire Council and displayed. The deadline for the request of an election was reported as 2 February 2023; if no election had been called by this date the PC would be able to proceed to co-option. The Parish Clerk would keep members informed.</p>
2022.94	<p>Minutes of Council Meetings The minutes of a meeting of the Parish Council held on 5th December 2022 were approved for accuracy and adopted (proposed Cllr Dallison, seconded Cllr Cottle).</p>
2022.95	<p>Planning Applications PL/2022/09195 and PL/2022/09387- THE MANOR, CHURCH STREET, STEEPLE ASHTON, TROWBRIDGE, BA14 6EW - Minor additional alterations to the Manor House, alterations to the granary to adapt it for residential use, the introduction of discreetly located solar panels; alterations to the modern garage, the replacement of one modern greenhouse and removal of another – No objection however, the PC</p>

	<p>supports the comments made by the Conservation Officer and Historic England regarding internal alterations.</p> <p>PL/2023/00298 - 9 COMMON HILL, STEEPLE ASHTON, TROWBRIDGE, BA14 6EE - Rear single storey brick extension, with a flat roof/ roof light configuration and associated internal alterations - Support.</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>
2022.96	<p>Neighbourhood Plan</p> <p>Members received a report following a meeting held with the PC's planning consultants and Cllr Leonard reported that the Steering Group membership now stood at 11, with members from across the village. A meeting to discuss the promotion and publicity of the survey and call for sites had been arranged for 24th January at 7 pm in the Longs Arms. Cllr Leonard reported that the deadline for survey responses had been extended to the 19th February 2023 and that any call for sites submissions received after the deadline of 25th January up to the survey deadline of 19th February would be accepted.</p> <p>Members further considered the below documents for adoption, which had been previously circulated:</p> <p>a) Terms of Reference – a draft document had been circulated to the Steering Group and to the PC and Cllr Leonard reported that he had received some feedback; the comments received would be incorporated into the ToR, which would be resubmitted to the February PC meeting.</p> <p>b) Consultation Strategy – adopted as issued (proposed Cllr Dallison, seconded Cllr Tapper).</p>
2022.97	<p>Financial Reports (reports previously circulated)</p> <p>a) Members noted the list of payments and receipts September - December 2022.</p> <p>b) Members received and noted the Bank Reconciliation Statement as at 31st December 2022.</p> <p>c) Members received and noted the Consolidated Financial Position Statement as at 31st December 2022. The allocation of Earmarked Reserves was discussed and it was resolved that such allocations would stand for a three-year term at which point, unless progress had been made on the associated projects, the funds would be returned to the General Unallocated Fund</p>

	<p>(proposed Cllr Dallison, seconded Cllr Jones). The Clerk would make the necessary policy adjustments to Financial Regulations.</p> <p>d) Members received and noted the out-turn Budget Report for 2022/2023 as contained in the Budget 2023/24 report circulated under agenda item 2022.98.</p> <p>e) Members noted receipt of the revised NALC, pay scales and considered adoption thereof in line with the recommendation of the HR Committee. The scales were duly adopted (proposed Cllr Leonard, seconded Cllr Tapper).</p> <p>f) Members considered approval of a quotation in the amount of £285.62 to carry out remedial works at the changing rooms, St Mary's. This was so approved (proposed Cllr Dallison, seconded Cllr Jones). The Clerk reported that emergency lights had failed at Acreshort Hut and required repair. The quote obtained by the Model Railway Club was reported to be £100. It was proposed by Cllr Dallison, seconded by Cllr Jones and resolved that authorisation be given for these works to proceed.</p>
<p>2022.98</p>	<p>Parish Council Budget and Precept 2023-2024</p> <p>Members received and noted the draft budget and precept report as circulated by the Clerk with the agenda papers.</p> <p>Following debate, it was resolved to adopt the budget as circulated, noting that the final figures relating to the provision of broadband and football income were yet to be finalised (proposed Cllr Leonard, seconded Cllr Tapper). Members discussed the licence for Acreshort Hut, noting that this required renewal and that the RPI increases had not been applied to the rent in recent years. It was agreed that the Clerk would arrange a meeting with the Model Railway Club to negotiate the terms of a new license.</p> <p>Members discussed the precept for 2023-24 and, following debate, resolved to set the precept at £26,600; representing a Band D equivalent of £59.99 per annum and a 3% increase on 2022-2023 (proposed Cllr Leonard, seconded Cllr Tapper).</p>
<p>2022.99</p>	<p>Council, Councillor and Clerk Reports</p> <p>a) Police Report - previously circulated. It was agreed to publicise the information contained therein via the website and social media. Members discussed the need for a PC communications strategy to ensure the village was kept as widely informed as possible and it was agreed to add this to the agenda for the March PC meeting for discussion.</p> <p>b) Highways / CSW Report and Updates – Cllr Jones reported that the Speed Indicator sign had been returned and was now working again. It was noted that it seemed not to be detecting speeds from as far away as previously and it was thought the pole may have lowered. Cllrs Leonard and Jones would investigate further. It was noted that the newly installed white lines at</p>

	<p>Acreshort Lane were having a positive impact on the parking issues experienced there.</p> <p>Cllr Tapper reported that speed watch sessions had continued throughout the winter, although a few sessions had been cancelled due to ice and visibility issues. The early morning commuter traffic speeds had reduced as a result of the speed watch sessions and the times of day for the sessions would now be varied. Since the start of the CSW in August 2022 the teams had clocked 7300 vehicles; 426 had been exceeding the speed limit. A police enforcement officer had recently attended; it had been acknowledged that an issue was present in Steeple Ashton and the police had confirmed that enforcement officers would now attend regularly. It was noted that the officers had the powers to issue fines and request attendance at speed awareness courses. A second location for the CSW was now in operation at Common Hill and a survey to add a third location at Ashton Common was currently awaited.</p> <p>c) Playground equipment updates – Cllr Leonard reported that the contractors were waiting for better weather before undertaking the agreed works.</p> <p>d) Rec Group – Cllr Leonard agreed to act as rep to the group following the resignation of Cllr Ash. He reported that the group were developing three options for the St Mary’s playing field, which would be issued shortly for consultation.</p> <p>e) Grit bins – members considered the purchase of bins at Mudmead and Ashton Common. Following debate, it was resolved to purchase two grit bins to be sited at Mudmead and Ashton Common. The Clerk would arrange for these to be delivered to Cllr Cottle and Cllr Tapper would provide the Clerk with photos of the proposed locations so that any necessary permissions could be obtained from Wiltshire Council. The budget for the purchase, installation and filling of the bins was set at £400 (proposed Cllr Dallison, seconded Cllr Cottle).</p> <p>f) Dog waste – members considered the purchase of a dog bin for St Mary’s and it was agreed that the Clerk would identify the WC policy regarding multi-use bins and obtain a costing for a specific dog waste bin and annual emptying costs for consideration at the March PC meeting.</p> <p>g) Wild about Wiltshire – Cllr Cottle reported on the Wild about Wiltshire scheme, information on which we would circulate to members. He reported that the scheme offered grants in support of wildflower and verge planting and authorisation was given to Cllr Cottle to apply on behalf of the PC.</p>
<p>2022.100</p>	<p>Village Newsletter</p> <p>The following items were agreed for inclusion in the village newsletter:</p> <ul style="list-style-type: none"> • Police report and security • Location and availability of PC grit store

	<ul style="list-style-type: none">• Budget and precept 2023/2024• Call for new members• The Chair would submit a separate item for Neighbourhood Planning
2022.101	Date of next meeting Monday 6 th February 2023 – Planning Only/Neighbourhood Planning. The date for the Annual Parish Meeting was set as Wednesday 26 th April 2023.

There being no further business the meeting was closed at 9.11 pm.

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