

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 10th July 2023 at 7.30 pm in the Village Hall.

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

In attendance: Nicola Duke (Parish Clerk), Wiltshire Councillor Seed and 17 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
2023.25	Apologies for Absence and to consider the reasons given Cllr Dallison due to other commitments, accepted.
2023.26	Declarations of Interest and Dispensations to Participate None.
2023.27	Minutes of Council Meetings The minutes of a meeting of the Parish Council held on 5th June 2023 were approved for accuracy and adopted (proposed Cllr Jones, seconded Cllr Tapper).
2023.28	Wiltshire Council Report Wiltshire Councillor Seed reported the following: <ul style="list-style-type: none">• The planned highways work at Common Hill had now been completed and the performance of the road would be monitored in the coming months.• Cllr Seed was pressing for the necessary road repairs along Hinton Lane, created by the diversions to be carried out.• Cllr Seed reported that he was now Chair of the Melksham Area Board.• Cllr Leonard requested an update regarding enforcement issues at the Sanctuary, Dark Lane North and it was confirmed processes were ongoing. The annexe had now been demolished.

2023.29	<p>Planning Applications None at time of issue.</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>
2023.30	<p>Parish Recreation and Play Areas – Ball Games</p> <p>Members considered the rules to be applied to parish recreation and play areas in respect of ball games and resolved the following, having heard from members of the public and noting their comments:</p> <ul style="list-style-type: none"> • Village Green – the current policy of no ball games would be maintained and the appropriate signage re-instated. • Acreshort Park – small, unorganised ball games would be permitted and appropriate signage would be drafted. Interested parties and local residents would be consulted on the wording. • St Marys Rec – would remain the focus for larger, organised ball games. The PC would investigate the purchase of a small, permanent goal and would liaise with the contractor to ensure the grass was maintained at an appropriate length. The recent project to purchase a mower for volunteer use at Keevil was noted and residents expressed an interest in raising funds for a similar project in Steeple Ashton, which was encouraged. • Newleaze Playground – the current policy of no ball games would be maintained.
2023.31	<p>WW Model Railway Club – Acreshort Hut</p> <ol style="list-style-type: none"> a) Members received an update from the Chair following a recent meeting to discuss the possibility of installing a telephone line at the Hut, noting that as there could be no wider community benefit identified the WWMRC would need to fund any such installation. b) Members considered a request from the WWMRC to install an external letter box to the Hut and agreed that the PC had no objection in principle, subject to confirmation as to type and location for the letter box. c) The Clerk reported that the WWMRC had requested a formal review and reissue of the license for the Acreshort Hut and it was agreed that the Clerk would identify the associated legal costs and report back to the next Council meeting. Councillors expressed a preference for an amendment letter to avoid expenditure on legal fees.
2023.32	<p>Neighbourhood Plan</p> <p>Members received an update from the Neighbourhood Plan Steering Group, noting that the new WC Local Plan had reduced the allocation of new housing in Steeple</p>

	Ashton to 30. It was noted that no further progress was being made on the Plan due to the lack of Locality funding, which had not yet launched for 2023/2024.
2023.33	<p>Financial Reports (papers previously circulated)</p> <ul style="list-style-type: none"> a) List of payments and receipts April - June 2023 – noted and approved. b) Bank Reconciliation Statement as at 30th June 2023 – noted. c) Consolidated Financial Position Statement as at 30th June 2032 – noted. d) Budget Report as at 30th June 2023 – noted together with the Clerk’s report. The following was approved as listed (proposed Cllr Leonard, seconded Cllr Cottle): <ul style="list-style-type: none"> a. The budget provision for hall hire to be increased to £800 with the increase to be funded from the contingency. b. The EMR for Community Speed Watch to be renamed as the EMR for routine play area maintenance with the £500 allocated to CSW being reallocated to this fund. c. A virement from the EMR Unallocated Fund to be made to balance out the slight over spend in the EMR for Coronation Events, enabling the latter to be closed.
2023.34	<p>Financial Matters</p> <ul style="list-style-type: none"> a) Members considered a grant request from Wiltshire Citizens Advice (copy previously circulated). The request was not granted at this time given the PC’s current financial positions. b) Members noted a report from Wiltshire Council re: damaged bin at Dark Lane South (now removed) and considered replacing with a new bin (note: purchase and installation costs to be borne by PC; WC will continue to empty on a weekly basis if reinstated). It was resolved to purchase a bin similar to the damaged bin with the PC arranging installation. The Clerk would identify the associated costs and circulate to members, which would be approved via e-governance up to the amount of £350 (proposed Cllr Cottle, seconded Cllr Tapper). c) Members confirmed that the Parish Council would re-join the Wiltshire Pension Fund and enrol the Parish Clerk accordingly (budget provision established) (proposed Cllr Leonard, seconded Cllr Tapper).
2023.35	<p>Council, Councillor and Clerk Reports</p> <ul style="list-style-type: none"> a) Community Policing – Cllr Tapper and the local PCSO’s addressed the meeting highlighting the importance of reporting all crimes and incidents in the parish in order that the police could build an appropriate picture of what was required in Steeple Ashton. The PCSO’s highlighted the ease of reporting via 101, the website and the messaging service. The PC would provide links to these in the next edition of the newsletter. It was noted that the PCSO’s

	<p>attended the village shop on a regular basis (information would be publicised in advance of the visits) and attendance was encouraged. Cllr Tapper was noted to be the PC liaison with the police. It was also noted that a second marked police vehicle had been purchased.</p> <p>b) Highways / CSW Report and Updates – Cllrs Tapper & Jones had met with WC Highways to discuss the potential relocation of the 30 mph sign near Sandpits Lane. WC Highways had not felt this to be appropriate and had instead recommended the installation of a village gate and a 'SLOW' sign to be painted on the highway. In addition, the PC had requested refurbishment to the entrance at St Marys and the installation of pedestrian signs as well as a barrier at Newleaze/Common Hill to prevent young people running into the road near the bus stop. Cllr Tapper would submit the necessary Highway Improvement Forms to LHFIF. CSW - Cllr Tapper reported that one further volunteer had been recruited and was being trained for the Community Speed Watch and highlighted the need for further volunteers. Additional sites for CSW were being progressed; at Ashton Common and Spiers Piece. The site at the Common Hill/West Ashton junction would start to be used now that the road works had been completed. The SLR device was noted to be currently away for repair, but the unit was expected back within the week.</p> <p>c) Rec Group – Cllr Leonard reported that the group had received a good response to the recent consultation on options for play provision at St Mary’s with the majority preferring the installation of a 5 a side pitch with play equipment around the edges. The group were now working on the final designs and costings and would bring a report to the September PC meeting. Cllr Leonard thanked the group for all its hard work.</p> <p>d) Luffenham Meadow – Cllr Leonard reported that 2 volunteers had come forward to help with the maintenance of the meadow. Mrs Buffery-King would extend the information she had provided on this in the newsletter to Facebook.</p> <p>e) Landscape maintenance contract – Cllr Leonard reported that he and the Clerk were reviewing the maintenance contract and would arrange a meeting with the contractor to discuss their findings.</p> <p>f) Formalisation of Acreshort Group relationship to Council – Cllr Leonard reported that there were no formal terms of reference for the Acreshort Group as, at its inception, most members had been parish councillors. It was agreed that the PC would ensure a higher level of communication with the group. A resident suggested that work parties could be organised, in much the same way as the village litter picks, and this was felt to be a good idea.</p>
<p>2023.36</p>	<p>Correspondence Wiltshire Council re: Draft Wiltshire Design Guide (previously circulated) – noted.</p>

2023.37	<p>Village Newsletter</p> <p>The following items were agreed for inclusion in the village newsletter:</p> <ul style="list-style-type: none"> • Information on ball games at parish recreation areas • Planning information • Link to the June Police Report on the parish website • Current PC vacancies
2023.38	<p>Date of next meeting</p> <p>Monday 7th August 2023 – Planning Only (if required)</p> <p>Monday 4th September 2023 (Full Council)</p>

There being no further business the meeting was closed at 8.55 pm.