

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 4th September 2023 at 7.30 pm in the Village Hall.

Present: Cllr Leonard (Chair), Cllr Tapper, Cllr Dallison, Cllr Jones, Cllr Cottle and Cllrs Petrie and Yates from agenda item 2023.42.

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: None.

	AGENDA ITEM
2023.39	Apologies for Absence and to consider the reasons given None.
2023.40	Declarations of Interest and Dispensations to Participate None.
2023.41	Minutes of Council Meetings The minutes of a meeting of the Parish Council held on 10th July 2023 were approved for accuracy and adopted (proposed Cllr Dallison, seconded Cllr Jones).
2023.42	Co-option of Parish Councillors Members considered the co-option of parish councillors to fill current vacancies (copy of procedure and information from candidates previously circulated). Members considered the applications following which it was resolved that Verity Yates and Sally Petrie be co-opted to the Parish Council (proposed Cllr Leonard, seconded Cllr Dallison). The Declarations of Acceptance of Office being duly signed the new members joined the table. The Clerk confirmed that she will contact the new members to arrange a convenient time for the New Member Induction to be carried out.
2023.43	Wiltshire Council Report Wiltshire Councillor Seed was absent.

<p>2023.44</p>	<p>St Marys & Newleaze Recreation Working Group <i>At this point Standing Orders were suspended in order to allow representatives from the working group to address the Council.</i></p> <p>Members had received information from the Working Group on proposals for the project to upgrade St Mary’s play area and representatives of the Group presented these proposals. The following points were noted:</p> <ul style="list-style-type: none"> i. Option 2 of the three proposals had been identified as the preferred option following the village consultation. ii. It was confirmed that the swing set would be replaced or enhanced as part of the improvements programme. iii. There had been good support for the proposal to install a boules pitch, which would cater for a different village demographic. iv. BBQ areas had been considered and dismissed as inappropriate for the setting. v. The noise impact of any enhancements had been considered and the equipment/infrastructure would be placed away from the houses to mitigate this. vi. It had not been felt necessary to add any parking as part of the development; it was felt the requirement for this would reduce following the cessation of football matches in May 2024. vii. It was confirmed that a space for village events had been protected in the plans, and this was agreed to be important. viii. It was confirmed that the current changing rooms would remain and potentially be re-utilised as a volunteer hut or grounds hut (reference the Keevil shed proposals). ix. The anticipated costs of the various phases were referenced (as detailed in the presentation) and it was confirmed that no formal approaches had been made to contractors. However, some of the play equipment companies had confirmed they would assist with grant funding applications, which would be required. x. It was reported that the funding for the project would be obtained via a mix of grant funding, parish council funding, fundraising and sponsorship. xi. It was noted that the project would be completed in phases; with some ‘quick wins’ being taken forward during 2023/24 moving onto consideration of the larger items such as the pump track in 2024/25. <p>The Parish Council thanked the working group for its efforts and hard work in preparing the proposals and it was duly resolved to support Option 2 (proposed Cllr Leonard, seconded Cllr Tapper).</p> <p><i>At this point Standing Orders were re-instated.</i></p>
<p>2023.45</p>	<p>Planning Applications and Consultations PL/2023/07120 - 25 HIGH STREET, STEEPLE ASHTON, TROWBRIDGE, BA14 6EU - Liquid amber (T1) - target prune the canopy growing over the garden and path by 1m-2m Ginko (T2) - remove the lateral branch on the veg patch side, also remove the</p>

	<p>two lower branches growing over the driveway Elm tree in rear garden (T3) - remove the lower three branches – No objection.</p> <p>PL/2023/07100 - THE OLD FIRS, 27 HIGH STREET, STEEPLE ASHTON, TROWBRIDGE, BA14 6EU - G1 = Cherry tree x 4 - remove, cutting the stumps close to ground level. T1 = Lime tree - 2m-3m height reduction and prune the sides in by 1m-2m G2 = Hornbeam x 5 - crown raise over the lawn and hedge by 2m G3 = Row of mixed Beech/Yew/Plum Cherries along front boundary: Reduce the height of the group by 2m-3m leaving the individual trees well balanced Remove self-seeded Ash trees from inside the group – No objection.</p> <p>Wiltshire Council – Local Plan Consultation 2023 Members noted the recently launched consultation (information previously circulated) running from Wednesday 27 September to Wednesday 22 November and considered how to complete the PC response / actions. It was agreed that this would be referred to the Planning meeting in October and the documents directly pertaining to the village would be circulated to members prior to the meeting.</p> <p>Members received and considered a planning application received after the issue of the agenda (<i>where the response time fell outside of the meeting schedule</i>).</p> <p>PL/2023/07300 - 6 ST MARYS, STEEPLE ASHTON, TROWBRIDGE, BA14 6EN - Proposed Two Storey & Single Storey Extensions – No objection.</p>
<p>2023.46</p>	<p>Neighbourhood Plan</p> <p><i>At this point Standing Orders were suspended to enable a member of the public to address Council for this and the next agenda item.</i></p> <p>The Chair of the NPSG reported that the Plan’s visions and objectives had been completed and communicated to the village; there had not been any significant feedback received to date. Funding had now been approved by central government and the consultants would now progress the housing assessments. It was reported that 20 plus sites had been submitted during the Call for Sites exercise; these would now be assessed and a shortlist of suitable sites brought forward for further public consultation.</p>
<p>2023.47</p>	<p>Luffenham Meadow</p> <p>Members received a report from Mrs Buffery-King following the recruitment drive for volunteers to assist at Luffenham Meadow (previous minutes refer) and received a further report from Mr Nigel Woodward on aspirations to enhance the area. Members noted the request that the PC take over the lease and cover the insurance costs for the meadow. Following debate, it was agreed that it would be more appropriate to formalise a local group to take on the lease (perhaps in conjunction with the Keevil shed idea to be considered later in the meeting) with funding being made available from the PC in support. It was agreed that this suggestion would be</p>

	<p>taken back to the volunteers and the matter listed for update/further discussion at the November PC meeting.</p> <p><i>At this point Standing Orders were re-instated.</i></p>
2023.48	<p>Parish Bins Members considered actions and funding allocations required relating to parish bins (informal PC meeting refers) and resolved to carry out the actions as listed, allocating the sum of £350 from the current year fund to support the works (proposed Cllr Leonard, seconded Cllr Tapper):</p> <ol style="list-style-type: none"> i. Remove the bin outside of Merchants House ii. Install a new combination bin at the top of Coach Barton (subject to landowner agreement) iii. Relocate the dog bin from Acreshort Lane to St Mary's recreation ground iv. Replace the lid on the bin at Dark Lane South
2023.49	<p>Financial Reports The below listed reports had been circulated to members, were noted and accepted (proposed Cllr Leonard, seconded Cllr Tapper):</p> <ol style="list-style-type: none"> a) List of payments and receipts July 2023 b) Bank Reconciliation Statement as at 31st July 2023 c) Consolidated Financial Position Statement as at 31st July 2023 d) Earmarked Reserves July 2023 e) Budget Report as at 31st July 2023
2023.50	<p>Council, Councillor and Clerk Reports <u>Community Policing</u> – Cllr Tapper reported the following:</p> <ul style="list-style-type: none"> ▪ He had been in contact with the PCSO's to arrange the shop visits for the autumn ▪ The abandoned van at the bottom of Common Hill had now been removed ▪ The police had attended recent CSW sessions with positive results ▪ The PCSO's had reported that they were keen to attend village events and members were asked to pass on any details to Cllr Tapper. Cllr Petrie reported that she had recently contacted the PCSO regarding a potential session with local

children to talk about anti-social behaviour and traffic issues but had not heard back. Cllr Tapper and Cllr Petrie would both chase for a response on this.

- Cllr Tapper reported on a recent incident where a vehicle had been driven directly at the CSW team; this had been reported to the police who had taken the matter very seriously and carried out a visit to the driver.

Highways / CSW Report and Updates – Cllrs Tapper & Jones reported the following:

- It was confirmed that the current CSW sites were; the bus stop at Newleaze, Common Hill/Ashton Common, with a site at Ashton Common towards the traffic lights currently being risk assessed by the police.
- A traffic survey request had been submitted for the Edington Rd junction with Spiers Piece, it was estimated that this would take 6-8 months to be completed.
- The plans to form a local Highways Group were mentioned (previous minutes and newsletter articles refer) and it was confirmed that this group would be looking at road improvements, safety matters and, possibly, local footpaths.
- Cllr Tapper had attended the LHFIG meeting (via Zoom) and the following items were being considered for Steeple Ashton:
 - Reduction of vehicle speeds entering 30 mph limit on Sandpits Lane.
 - Improving access into Sandpits Lane from the recreation ground
 - Looking into highway safety concerns at the Newleaze bus stop/play area. It was noted that WC had previously refused to consider the installation of any barriers or fencing as this had been judged to present additional safety issues. It was noted that a traffic survey request would be submitted to ascertain speed levels.
 - A further report would be presented to the PC when costs had been identified by WC.
- It was noted that a grit bin had been previously ordered for Common Hill although this had not been received. The Clerk would chase this and forward information from WC on winter preparations to Cllr Cottle.

Landscape maintenance contract – Cllr Leonard and the Clerk reported that a walk round had been carried out with Cllr Jones in July and a list of required works sent to the ground's maintenance contractors, which were now being attended to. The Clerk would send Cllr Leonard the response from the contractor and look to arrange a site meeting with him to clarify any points he had queried.

Keevil 'shed' project for Steeple Ashton – Cllr Leonard reported on the proposal to establish a local volunteer group to assist with and enhance parish maintenance; this would be based on the Keevil shed initiative, information on which had been previously circulated. It was agreed to circulate information on the proposals to the parish and seek feedback and volunteers.

Community Resilience – Cllr Leonard reported that he had attended a recent WC event on this and referred to previously circulated notes. It was noted that the focus for emergency planning had been on severe weather events and long term power outages and it was also noted that, for Steeple Ashton and neighbouring parishes, it would be important to consider the impact of any air crash incident at Keevil airfield.

	It was agreed that Cllr Leonard and Tapper would discuss emergency planning for the parish further. Cllr Cottle reported that he would arrange for the parish generator to be serviced.
2023.51	Correspondence None.
2023.52	Village Newsletter The following items were agreed for inclusion in the village newsletter: <ul style="list-style-type: none"> • PC roles and responsibilities • The 'Keevil shed' project for Steeple Ashton • Planning information • Introduction to new councillors
2023.53	Date of next meeting Monday 2 nd October 2023 – Planning Only/Neighbourhood Planning

There being no further business the meeting was closed at 9.10 pm.