

# 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 2<sup>nd</sup> October 2023** at 7.30 pm in the Village Hall.

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

**In attendance:** Nicola Duke (Parish Clerk) and 4 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
2023.54	<b>Apologies for Absence and to consider the reasons given</b> Cllr Dallison due to prior commitments, accepted.
2023.55	<b>Declarations of Interest and Dispensations to Participate</b> None.
2023.56	<b>Minutes of Council Meetings</b> The minutes of a meeting of the Parish Council held on <b>4th September 2023</b> were approved for accuracy and adopted (proposed Cllr Tapper, seconded Cllr Jones).
2023.57	<b>Wiltshire Council Report</b> Wiltshire Councillor Seed was not present.

<p><b>2023.58</b></p>	<p><b>Planning Applications and Consultations</b></p> <p><b>PL/2023/07952</b> - Larks Leaze, Edington Road, Steeple Ashton, Trowbridge, BA14 6HP - Erection of 1 no. detached dwelling and garage; with associated parking, turning, landscaping, private amenity space and access</p> <p>At this point Standing Orders were suspended in order to enable the applicant to address the Council providing background and information to the application at Larks Leaze. Following this presentation Standing Orders were re-instated.</p> <p>Following debate, it was resolved that the Council had No Objection to the application (proposed Cllr Leonard, seconded Cllr Tapper).</p> <p>Members 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><b>PL/2023/08148</b> – The Lodge, 21 High St, Steeple Ashton, Trowbridge, BA14 6EU - 2 Yew trees - Raise Crown to 3 metres. Cherry tree - Remove. Pear tree – Remove – No Objection</p> <p><b>Wiltshire Council – Local Plan Consultation 2023</b></p> <p>Members considered the Parish Council’s response to the current consultation (September minutes refer; information previously circulated) and it was agreed that members would meet informally to discuss the consultation in detail. A proposed response would be prepared following this meeting and presented to the November PC meeting.</p>
<p><b>2023.59</b></p>	<p><b>External Audit year ending 31<sup>st</sup> March 2023</b></p> <p>Members received and noted the External Audit report for the financial year 2022/2023 (previously circulated).</p>
<p><b>2023.60</b></p>	<p><b>Parish Council Appointments</b></p> <p>Members reviewed the list of Parish Council appointments following the co-option of new members and the following was resolved:</p> <p>Acreshort Park Committee - Cllr Yates  Facebook Group administrator – Cllr Yates  War Memorial – Cllr Yates  Village Hall Committee – Cllr Petrie  Staffing Committee - Cllr Petrie  Recreation Group - Cllr Petrie</p> <p>Following the above appointments, it was agreed that the Chair would write to Mrs Buffery-King to let her know that a councillor had now been appointed to the third place on the Committee and thank her for her service on the Staffing Committee. The</p>

	Clerk would provide Cllr Yates with the contact information for the resident who had been looking after the War Memorial.
<b>2023.61</b>	<p><b>Correspondence</b></p> <p>Wiltshire and Swindon History Centre re: Parish Council archives – the Clerk reported that, following the closure of the Parish Council office, material had been sent to the History Centre for archiving. The W&amp;SHC had now reported that there were 8 boxes of material which they did not wish to retain and these needed to be returned to the PC. The Clerk asked members for assistance in sorting these papers and it was agreed that Cllrs Tapper, Petrie and Yates would assist; the Clerk would liaise with members to agree a convenient date. Once the archive boxes had been sorted and the final number confirmed members would consider appropriate storage arrangements.</p>
<b>2023.62</b>	<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>• Planning information</li> <li>• Community Shed idea to be republished</li> </ul>
<b>2023.63</b>	<p><b>Date of next meeting</b></p> <p>Monday 6<sup>th</sup> November 2023 – Full Council</p> <p>Members noted that the scheduled date for the April 2024 meeting fell on a Bank Holiday and it was agreed to reschedule the meeting to Wednesday 3<sup>rd</sup> April 2024.</p>

There being no further business the meeting was closed at 7.46 pm.