

# DRAFT

## Berwick Bassett and Winterbourne Monkton Parish Council

Minutes of the meeting of the council held on Wednesday 4<sup>th</sup> May 2022 at 7.30pm.at St Mary Magdalene Church Winterbourne Monkton

Present: Cllr Mark Saunders (chair), Cllr George-Perutz, Cllr Neil Kirk,  
Cllr Colin Pattison, Cllr Simon Petchey, Cllr Helen Ramsay,  
Cllr Ben Woodward

Mrs Janice Pattison (clerk)

1. Apologies for absence

There were none

2. Declaration of Interests

There were no declarations of interest

3. Questions from the public

There were no members of the public present.

4. Minutes of meetings of March 2<sup>nd</sup> and 23<sup>rd</sup>

The minutes of both were accepted as reflective of the meetings and signed by the chairman of the meeting.

5. Matters Arising from meeting of March 2<sup>nd</sup> and 23<sup>rd</sup> (not covered elsewhere in the minutes)

All matters arising are covered elsewhere

6. Reports

a. Finance

The Parish Council has received the precept for 2022/23 of £5,045

New signatories have now been confirmed on the bank account so cheques can be signed to pay outstanding bills

2021/2022

Church rental for meetings 2021/22	£90
Ink Cartridge for printing (clerk)	£58.58

The Parish Council usually makes donations to local bodies including the church building fund, Upper Kennet News and LINK. These were not made in 2021/22 It was agreed to consider these donations at a later meeting and make donations equivalent to 2 years.

Cllr Pattison undertook 2 training courses through WALC (new councillor and planning). There has been no charge for these

Direct Debits were set up to pay (March 2022)

Data Protection £35 (£5 annual saving for Direct Debit)

Netwise (website) £300

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## Bills for 2022/2023

WALC	£ 97.74
Insurance	£152.62 (This is the last year of the 3 year payment agreement)
Membership of Village Halls Association	£45.00
Speed reduction survey	£375

Still to be paid are expenses for Annual Parish Meeting and implementation of the A4361 speed reduction.

The accounts for 2021/22 have been reconciled. There is approximately £11,000 in credit before the receipt of the precept for 2022/23 but around £10,000 will be required for the defibrillators and A4361 (but VAT on defibrillators can be reclaimed). Councillors agreed that the remaining £1,000 could be put towards costs for the Jubilee Event

It was also agreed that in future, identified savings such as savings for the next defibrillators and left over money from the Village Projects fund should be moved to a savings account. The Council is currently paying bank charges which were introduced during the last financial year. A change of bank would be appropriate to lose these charges

### 6.a.1 Audit

It was agreed to ask Mrs Jane Parker to undertake the internal audit and the audit plan was approved

The AGAR Certificate of Exemption was agreed and signed

### b. Planning

Cllr Pattison reported on the following applications

PL/2022/00882

Avenue Farmhouse, Avenue Farm, SN4 9NW  
Erection of Garage & Workshop

This application has been withdrawn

PL/2022/01365

7 Old Dairy Lane, Winterbourne Monkton, SN4 9ET  
New garden fence and two new garden sheds

This application has now been approved by Wiltshire Council. One of the sheds has ben relocated at the request of a neighbour but an access gate in the fence requested by another neighbour has not ben included

PL/2022/02655

Middle Farm, Swindon Road, Winterbourne Monkton, SN4 9NW  
Listed Building Consent. Repairs and maintenance to part of the roof and chimneys as outlined in a structural survey with absolutely no intention of altering, extending or demolishing any part of this Grade II listed building. The structure and visual look of the building will be no different once works are completed.

Councillors had no objections to the application

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- c. Emergency and Flooding.  
The defibrillators will be replaced in early summer  
Cllr Kirk will work with Cllr Woodward on completing the Emergency Plan and identifying volunteers
  
- d. Footpaths...  
Cllr Saunders and Cllr .Petchey will survey the footpaths in the 2 villages and identify any issues. Cllr Saunders will meet with Cllrs Ramsay and George-Perutz to identify footpath access from Old Dairy Lane to the main village, pub and bus stops.  
Cllr Saunders will liaise with Wiltshire Council for footpath improvements by Kissing Gates
  
- e. Roads  
The three potholes along School Lane that Cllr Ramsay had reported to Wiltshire Council and placed on the Parish Steward's job list on his visit on the 2<sup>nd</sup> March 2022, had not yet been filled in. Cllr Woodward reported it again at the meeting on the My Wiltshire App. It was acknowledged that School Lane Footpath is officially a surfaced footpath with **vehicle access and not an adopted road**. Cllr Ramsay will monitor this.  
Mr Martin Cook from Wiltshire Council had agreed on a site visit to the area 18 months ago that the road through Winterbourne Monkton needed a new surface. This has not happened. Cllr Ramsay will follow this up.  
Incidents of vehicles parking inappropriately in Church Lane had been reported. It was agreed to purchase and erect 'No Parking' signs at the end of the footpath between Church Lane and Old Dairy Lane. and by the treatment plant for the Old Dairy Lane houses. Action Cllr Saunders
  
- f. Broadband  
Cllr George-Perutz advised that there is unlikely to be any change in broadband offering in the area. It was agreed to remove this as a regular agenda item
  
- g. Community Building  
Following the Council meeting on 23<sup>rd</sup> March Cllr Saunders has instructed the solicitor to obtain confirmation from Wiltshire Council that transfer of the Community Building will be made to the Community Hall Charity. This is required by the Charities Commission. He has requested a latest date for transfer as 31<sup>st</sup> May in preparedness for the Jubilee Celebrations. The solicitor has requested formal documents from Wiltshire Council including title of the property, building guarantees, photovoltaic cell guarantee, electrical safety certificate and others. Cllr Ramsay suggested requesting help from County Councillor Jane Davies in achieving the May 31<sup>st</sup> deadline  
Cllr Saunders agreed to change the terms of reference with the solicitor used so that the contract is with the Community Hall Charity and not the Parish Council

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## 7. Other Reports

### h. Marlborough Area Board

Cllr George-Perutz attends the meetings which are still held virtually

### i. Police

Cllr Kirk will invite the local PCSO to the next PC Meeting

## 8. Traffic issues on A4361. CATG progress

The speed reduction on the A4361 has been implemented. This has highlighted that the legal speed limit in both villages is the National Speed Limit. Road signs indicating a move from 50mph to National Speed Limit have been erected at the entrances to both villages. In built up areas the National Speed Limit is 30mph but not all motorists are aware that the roundel with black diagonal line sign does not indicate 60mph when not on a motorway or dual carriageway. Martin Cook will be asked if the signs can be changed to 30mph or simply removed as they give a false impression to many motorists. Action Cllr Ramsay

County Cllr Jane Davies had previously offered to send the Parish Council a list of planned works on A4361. The surface by the bus stops in Winterbourne Monkton is now very badly broken. When resurfaced the rumble strips will not be replaced. Cllr Ramsay will follow this up

At the Annual Parish Meeting residents reported an increase in heavy traffic. It had been surmised that some of this may be due to the expansion of Earthline at Wroughton airfield. A resident had offered to supply a list of company vehicles that were exceeding the 50mph limit. This is still awaited.

## 9. The Queens Platinum Jubilee

Arrangements for the Jubilee Events within the village are being finalised

The Parish Council event will be on Sunday 6<sup>th</sup> June. This will take the form of a garden party in the grounds of The New Inn between 1 and 5 pm. Residents from both villages are invited and there will be no charge. Residents will bring their own picnic and volunteers will be asked to make cakes to share. The pub will be closed until 3pm so residents should bring their own refreshment. A glass of prosecco as a toast will be provided by the Parish Council at an approximate cost of £190. Disposable biodegradable glasses will be provided. Covered Occasions will provide a marquee free of charge. Tables and chairs will come from the pub and church. There are volunteers for furniture moving and cake making that Cllr Woodward will co-ordinate.

Two separate singers will provide music alternately through the afternoon at a cost of £290

A treasure hunt will take place in Winterbourne Monkton over the long weekend and a trophy was requested. Cllr Kirk will organise a small trophy

An invitation will be posted through each door in the 2 villages. A programme of events for the whole weekend will be available. Cllr Woodward will arrange printing.

Councillors will distribute. Cllr Woodward will also organise printing of 2 photographs of the Queen showing her at the time of her Coronation and current.

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## 10. Public Open Space Contribution – Section 106 Agreement

Cllr Woodward advised that research was continuing into the type of installation which may be made at The New Inn. The current estimate is £36,000 which would provide a timber based installation for children from birth to 9. Cllr Woodward has also identified a company called Touchwood who would design a bespoke system in conjunction with councillors

Some estimates of outdoor fitness equipment had been obtained by the clerk. These range from around £600 but land would need to be found on which to erect them.

Cllr Saunders will clarify that the grant received can in turn be given as a grant to a private individual and confirm the timescale for its expenditure. Action Cllr Saunders

## 11. Matters Arising from Annual Parish Meeting

### Lighting on lower School Lane Footpath

Cllr Saunders will identify alternative proposals for installing lights on the path between the church in Church Lane and the residential properties in School Lane Footpath. It was acknowledged, however, that this land is in private ownership so would require their permission

### Speed Reduction on all village roads to 20mph

It was agreed to see whether the changes to the new speed limit signs would be possible before making a decision to apply for the 20mph reduction

### Arrangements for Solstice

The arrangements for obtaining parking permits for residents who park on or by the roads in Winterbourne Monkton have changed. The clerk will confirm the new arrangements with Avebury Parish Council

## 12. Confirmation of items for press release

Cllr Woodward will supply a summary of the events of the Jubilee Weekend to the clerk for placing in the Upper Kennet News and village website

## 15. Date of Next Meeting

The next meeting will be held on 6<sup>th</sup> July

The meeting closed at 9.45 pm