

Berwick Bassett and Winterbourne Monkton Parish Council

Minutes of the meeting of the council held on Wednesday 7<sup>th</sup> September 2022 at 7.30pm.at St Mary Magdalene Church Winterbourne Monkton

Present: Cllr Mark Saunders (chair),  
Cllr Colin Pattison, Cllr Simon Petchey, Cllr Helen Ramsay  
Cllr Neil Kirk, Cllr Ben Woodward  
Mrs Janice Pattison (clerk)

4 members of the public

1. Apologies for absence

County Cllr Jane Davies

Cllr George-Perutz

2. Declaration of Interests

There were no declarations of interest

3. Questions from the public

Concern was expressed by members of the public about the speed and weight of traffic on A4361. Following this issue being raised at the Annual Parish Meeting the resident was asked to inform Cllr Ramsay (Councillor with responsibility for roads) of issues with specific companies so that she could make contact with them in her official capacity. Residents have instead contacted companies directly, specifically Earthline, Grist and Wiltshire Concrete. Residents were requested to pass any information they had to Cllr Ramsay. Residents complained about increased noise and vibrations. It was recommended that they obtain a sound monitor from Wiltshire Council Environmental Health and a personal property survey. Cllr Saunders agreed to investigate the location and depth of the water main at the point by the bus stops on A4361. It was noted that the A4361 was closed for 2 nights in order to repair the potholes by Tonic Construction entrance but there are many other potholes on A4361 which have not been repaired and are scheduled for repair in 2023/24 year. It has been confirmed that the speed awareness road surface will not be replaced. Representatives of a triathlon have recently identified the potholes on A4361 as dangerous to cyclists and outlined them in red paint. Cllr Ramsay will ask for the condition of surface report for A4361 from Wiltshire Council and also ask for the chippings coming off the road to be cleared regularly. Another resident suggested the construction of a home-made speed camera.

A resident advised that the left turn sign on A4361 indicating the entrance to Church Lane had been obscured by overgrown hedge and tree in the garden of Fieldfare. Cllr Saunders would put together a working party to cut the tree with the permission of the landowner

4. Minutes of Meeting of July 6th

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

5. Matters Arising from meeting of July 6<sup>th</sup> not covered elsewhere  
Matters arising are covered elsewhere in the minutes

6. Reports

a. Finance

6. a.1. Audit

The Accounting Statement which agrees the accounting practises of the council was approved by councillors and signed by chair and clerk

The account year books are ready for internal audit. Mrs Jane Parker has agreed to carry this out

The external auditors, PKJ Littlejohn, have confirmed that no objections or comments have been raised from the Public Consultation and Availability of Accounts. No member of the public asked to view the accounts.

6. a.2 Finance

Expenditure since last meeting

Speed reduction survey (re-issue)	£375
Tim Pearce (Gazebo Poles)	£ 50
Clerk for Matthew Arnold Baker	£136.07
Netwise purchase of additional emails	£41.59
Netwise upgrade for additional emails and security	£238.80
Defibrillator contract renewal	£4500.00

The clerk summarised the expenditure.

Some money was included in last years budget for the Netwise upgrade, but the costs here exceed budget by around £200

The costs of Gazebo poles could come out of the donations budget but clarification that the Gazebo is potentially available to all should be obtained

Cost of Matthew Arnold and Baker could come from the training budget. New councillor courses have been free to date (Cllr Pattison undertook New Councillor and Planning courses online) but each course is around £30 at normal cost so there is still some money available in this budget category

Money was included in the budget for defibrillators over the last 4 years, but this had assumed match funding from Marlborough Area Board. This funding is not available as MAB only contribute once towards any project. The shortfall of almost £2000 was met from money saved from the Projects budget. The money included in this year's budget if carried forward into future years budget will only fund replacement of 2 defibrillators. This was agreed at the budget setting meeting in November 2021 and may be reviewed. It was agreed at that meeting that fundraising effort would be made for the 3<sup>rd</sup> defibrillator to keep the precept increase limited to 5%.

The largest bill remaining this year is the implementation costs of A4361 speed reduction for which this council has not yet been invoiced.

The unbudgeted expense is the cost of banking. This is currently £96 per year regardless of use plus £1 per cheque. It was agreed to investigate moving to a bank offering free banking to a not-for-profit organisation. Eg Metrobank

There is approximately £4000 unallocated money remaining from the Projects accumulation, not spent as projects proved unfeasible (Bassett to Avebury cycleway, Middle Farm Footpath) and the A4361 speed reduction cost was less than anticipated

#### Donations

There have been no voluntary donations for 2 budget years. It was agreed to combine the carry over from last year. Donations are given to organisations who are accessible by all residents. Donations agreed were

Trussell Trust	£100
Upper Kennet News	£50
Marlborough Link	£50
Wiltshire Air Ambulance	£100

Cheques were written and signed

The clerk advised that the request for precept for 2023/24 will need to be submitted in early January. The budget will be discussed at the November meeting so it can be finalised in January.

The insurance 3-year agreement ends at the end of this financial year. This could be an opportunity to research a different policy

The laptop for the clerk office has not been sourced. A resident offered to undertake this.

#### b. Planning

Cllr Pattison reported on the following applications

Application Ref PL/2022/04660 -

Address: Winterbourne House, Swindon Road, Winterbourne Monkton, SN4 9NF

Proposal: Replace two existing dilapidated garden sheds with single building in a more acceptable location.

Councillors had previously had no objections to the application

This is still under consideration by Wiltshire Council

Application Ref PL/2022/06274

Address: 178 Winterbourne Monkton SN4 9NW

Insert Dormer windows into rear facing roof to facilitate loft conversion

Councillors had no objections to the application

#### c. Emergency and Flooding.

The contract for the 3 defibrillators has been renewed

The Emergency Plan is completed in first draft. It will be circulated to all councillors.

Penny Gold has asked to step down from her role as Emergency Co-ordinator. The role will be defined more clearly and a volunteer sought. Ms Gold was thanked for her role in helping residents with their own emergencies

The clerk has leaflets to permit residents to register for emergency help from Scottish and Southern Electricity in case of power cuts. These will be given to those who depend on electricity supply for example for stairlifts or other medical equipment

d. Footpaths....

Cllr Saunders reported that a tree had fallen across the main footpath between Winterbourne Monkton and Berwick Bassett. Councillor George-Perutz investigated and sent photographs. Councillor Saunders reported the fallen tree to Wiltshire Council footpaths officer Stephen Leonard and received a response that Wiltshire Council would investigate. Cllr Saunders received no further update from Wiltshire Council or any other residents but the main branches have been removed so the footpath is passable. The footpath between the small bridge and the kissing gate still requires material to be removed.

The small stones/scalping's offered by Wiltshire footpath officer Stephen Leonard, to help prevent muddy access to each of the four kissing gates has still not been progressed. The latest comment from Stephen Leonard was that he was having problems with vehicles.

A member of the public commented that the public footpath to Berwick Bassett from Winterbourne Monkton has a fence on the boundary of Christmas House which now has no stile making it difficult to cross. It has no kissing gate here unlike the remainder of the boundaries on this footpath because there used to be a small diversion which is now inaccessible. It has previously been reported that the area beyond the fence is very wet and muddy in the winter. Councillor Saunders will visit the site and propose a solution

Councillor Petchey reported that the Hogweed on the byway behind Manor Farm Cottages has been removed but it may reappear. There is hogweed in fields across the area

Cllr Saunders had proposed the erection of a second large stone at the end of the footpath beside the Community Hall to help prevent vehicle parking which in turn was blocking access by pedestrians with wheelchairs or pushchairs. This has not yet been installed. A resident offered to find an appropriate stone. Action Cllr Saunders

Following Mr Cooks advise that residents were responsible for the repairs to School Lane footpath a resident had repaired the holes that had appeared. Wiltshire Council also came to fill the holes!

The proposed footpath between Avebury and Berwick Bassett has lost momentum once the landowner at Avebury had refused the use of part of their land to allow a footpath to be created. Cllr Saunders asked councillors to consider alternatives for future discussion

e. Roads

(Speed Limit reduction and signage on A4361 are considered later together with a proposal to reduce village speed limits to 20mph)

It had previously been 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. This action continues. Cllr Kirk agreed to source the signs

Councillor Ramsay has requested Wiltshire Council to consider the installation of a convex mirror opposite the junction of Church Lane and the A4361. Wiltshire Highways officer, Martin Cook sent a long and detailed email response which has highlighted several reasons why Wiltshire Council will not be installing a mirror.

A request will be made to the resident at The Manor to ask for the hedge to be trimmed back beyond the road. Action Cllr Saunders

g **Community Building**

Cllr Saunders reported that recent correspondence between solicitors, Merriman's (for the Charitable Incorporated Organisation (CIO)) and Gardner Leaders (for Rivar) has resulted in the transfer document wording being agreed. The transfer of the community Hall from Rivar to the CIO is expected to be before 19<sup>th</sup> September 2022. Philip Scott (appointed as treasurer) and Mark Saunders (appointed as Chairman) will sign the transfer document on behalf of the CIO. The CIO bank account with Metro Bank has been opened and account details are to be communicated

h **Chairs Report**

Cllr Saunders described a complaint received about loud music coming from The New Inn, in particular from an event held on a Saturday evening. Cllr Petchey said that he had also received complaints. Cllr Woodward declared an interest as owner of The New Inn. He said that no-one had complained directly to him and that he was unaware of the volume of the music in different parts of the village. Cllr Woodward reported that The New Inn has a music licence which permits music to be played in all areas of the pub's curtilage, including outside in the pub garden, until 2am. Music is usually only on Friday evenings until 11pm. Cllr Saunders has advised the member of the public who contacted him to request a volume meter from Wiltshire Council Environmental Health. Cllr Petchey will pass on the same recommendation. Cllr Woodward will monitor the volume around the villages during events

7. Other Reports

There were no other reports. No external meetings had been attended

8. Traffic issues on A4361.

There has been no further communication from Wiltshire Highways regarding the relocation of misleading road signs

9. Speed Reduction on All Village Roads to 20mph

As the road signs indicating National Speed Limit cannot be removed Councillors agreed to proceed with the process of changing the official speed limit in both villages to 20mph. The first step is to request a metro count. This will need to show that the average speed on the village roads is 24mph or less. Avebury Parish Council has a similar signage issue at the entrance to Avebury Trusloe so a joint application may be pursued to share costs. Cllr George-Perutz will contact Cllr Stacey at Avebury PC. Cllr George-Perutz was unable to attend the meeting to report on progress

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

Cllr Saunders reported that questions had been sent to Wiltshire Council, by Merriman's solicitors acting for the CIO in an attempt to clarify how the Open Space Contribution can be used, as follows

1. How does a small parish council with no land ownership, benefit from the section 106 open space contribution. Please provide guidance on how we can claim the funds and how the funds can be used. Please also confirm that the funds are available for ten years.
2. Why was there no provision made by Wiltshire council in the planning process to instruct the developer to allocate an area/land/space for the parish council 'within the vicinity' of the development. This would have allowed the Parish Council to utilise the open space contribution to use on its own land.
3. Wiltshire Council was requested to provide interpretation/distance of 'within the vicinity of the development'.
4. Wiltshire Council was asked for clarification that the open space contribution can be used for equipment, etc, on private land.

Cllr Saunders followed up with Merriman's solicitor on 24<sup>th</sup> August for an update but has still not received a reply.

#### 11. Lighting of Lower Church Lane Footpath

Further consideration will be made for the next Parish Council Meeting. Action Cllr Saunders

#### 12. Appraisal of St Johns School Bus Access

Cllr Ramsay has delivered notes to householders in Winterbourne Monkton in order to determine the number and age of school children in the village. This information will be used in negotiations with Wiltshire Council with regard to secondary school bus tendering. Cllr George-Perutz is working with Wiltshire Council with regard to the tendering, specifically with regard to the collection of children from the village side of the road

#### 13. Additions to Parish Council website and new Councillor Contact Details.

The payment for increased space has been made to the website hosting company. The councillor area on the website has been updated with councillors' area of responsibilities. Photographs and short description from each councillor will be added as available bbwmpc.org email address can now be made for each councillor. Cllr George-Perutz will set these up once it is agreed which addresses to use.

The clerk has added some events to the site (Ride and Stride and Cabbage Sunday) and an area for Planning Applications. More can be added if information is sent to the clerk or Cllr George-Perutz.

#### 14. Confirmation of items for press release

There are no upcoming events to publicise. One member of the public suggested that abridged version of the minutes be sent to Upper Kennet News as does Avebury.

There would, however, be some delay in this approach as the abridged minutes would be at least 2 months after the meeting.

15. Date of Next Meeting

The next meeting will be held on November 2nd 2022 and will include discussion of budget 2023/24

The meeting closed at 10 pm