

Berwick Bassett and Winterbourne Monkton Parish Council

Minutes of the meeting of the council held on Wednesday February 7<sup>th</sup> 2024, at 7.30pm.  
at Winterbourne Monkton Community Hall.

Present: Cllr Ben Woodward (chair),  
Cllr Colin Pattison, Cllr Jill Petchey,  
Philip Scott  
Mrs Janice Pattison (clerk)  
1 member of the public

1. Apologies for absence  
Cllr Tim Swinyard

2. Declaration of Interests

There were no declarations of interest other than those on specific agenda items.

3. Questions from the public

The member of the public wished to raise some issues regarding Old Dairy Lane. They explained that there are 12 houses in Old Dairy Lane the residents of which will all become part of the management company that will own and manage the roads and associated land on the development. Currently the land not belonging directly to the properties belongs to the developers of Old Dairy Lane, Rivar. Prior to the handover the management company will request a survey of the bridge and culvert to ensure it is safe for all vehicles. It is also intended to prohibit all vehicles apart from access to properties (and disability vehicles) and prohibit pedestrian access between Old Dairy Lane and A4361. The prohibition of pedestrian traffic, cycles and motorised cycles along the footpath by the Community Hall after dark, other than access, is also under consideration. Cllr Petchey advised that she and other villagers had used the road and paths across the old dairy for many years before the housing development. The resident additionally advised that there continued to be problems with the operation of the sewerage plant serving the properties in Old Dairy Lane. Once these issues were corrected the facility would be transferred to the management company. A Glyphosphate weedkilling program would commence this spring on the Japanese knotweed on Yatesbury Manor Farm adjacent to some properties in Old Dairy Lane

4. Minutes of Meeting of November 2<sup>nd</sup>, November 29<sup>th</sup> 2023 and January 19<sup>th</sup>, 2024

The minutes were accepted as true reflection of the meetings and signed by the chair

5. Matters Arising from meeting of November 29<sup>th</sup> not covered elsewhere.

The person who had offered to repair the Millenium bench and quote for a new noticeboard at Berwick Bassett cannot now undertake either.

Cllr Petchey proposed that the memorial bench near the Lower School Lane Bridge could be relocated. Cllr Scott advised that a resident had also offered a smaller bench as a replacement.

**Resolution** both options with regard to the Millenium Bench be explored. The clerk will investigate costs of replacement noticeboards.

6. Reports

a. Finance

Cllr Swinyard was unable to attend the meeting or send a report.

The clerk confirmed that the new bank account was opened and in use. New signatories could now be added.

The clerk confirmed that a precept of £5434.00, as prescribed in the budget presented at the last meeting, has been requested from Wiltshire Council. Since the meeting the taxbase has changed which may result in a lowering of the Council Tax contribution for residents in this Parish Council

The clerk has clarified the role of internal auditor with the new auditor as proposed

b. Planning

Cllr Pattison reported that the planning application from the last meeting had been approved by Wiltshire Council

PL/2023/09323

Stable doors Berwick Bassett

There are no new planning applications

It had been reported to the Parish Council that a resident of Old Dairy Lane had opened a vehicle access onto Church Lane, allegedly against a covenant that no further vehicle egresses could be made. Cllr Pattison has contacted Wiltshire Council Planning to ascertain whether such a covenant exists. The clerk advised that any new vehicle access onto any Highway may require planning permission and anyone considering this should contact Wiltshire Council Planning in the first instance. The said gate does not appear to be wide enough to allow full vehicle access.

**Resolved:** Await response from Wiltshire Council. Cllr Scott to advise resident making the report of investigations taking place.

Cllr Petchey reported that trees on the grassed layby where the standing stones are have been taken down to stump to prevent the spread of Ash Dieback. The clerk confirmed that no notification had been given to the Parish Council despite a partial road closure of A4361

c. Emergency and Flooding.

The Winterbourne had breached to a level of around 5 feet above bank level on the night of 4<sup>th</sup>/5<sup>th</sup> January. Water did not enter any properties but had encroached onto garden land and into sheds and summerhouses. The main village road had become unpassable due to the inability of the soakaway at Winterbourne Lodge and the gully at 190 to cope with the water

Cllr Woodward has applied for more gel sacs and flood signs

Cllr Woodward reported that Wiltshire Council has advised that more drainage may be required in the field containing the soakaway

There were 2 large areas of water on A4361 resulting in cars being abandoned. These were at the bend at Berwick Bassett corner on the field side and by the layby at Winterbourne Monkton

Discretionary gully cleaning is taking place in the Parish Council Area in Week 13.

**Resolved:** Clerk to request cleaning of soakaway at Winterbourne Lodge, drain at 190, gully at top of Church Lane . Also to ask what could be done on A4361

Cllr Petchey proposed that the Parish Council host a defibrillator training session.

**Resolved:** Cllr Petchey to arrange and clerk to publicise

Cllr Woodward had checked with the Old Dairy Lane Company and they do not wish to have their own grit bin

d. Footpaths.

Woodchippings had been made available following the works to the Ash Trees in the layby

**Resolved:** Volunteers will apply the chippings to the path by Lower School Lane Bridge on Friday 9<sup>th</sup> February

The Combined parishes Right of Way Group has been re-established

**Resolved:** Clerk to reply to communications maintaining contact

e. Roads

Avebury Parish Council have advised that the application for parking restrictions has been made for Winterbourne Monkton alongside that of Avebury PC.

Cllr Petchey has asked Avebury PC that she be involved in all future decision making affecting parking restrictions and permits in Winterbourne Monkton

7. Other Reports

No external meetings were attended.

8. Projects identified from Annual Parish Meeting

Cllr Woodward declared an interest in identified projects

Speed reduction through villages. It was proposed to start the process by requesting the installation of speed strips.

**Resolved:** the Clerk will complete the application for LHFIFG

Open Spaces Funding for recreational facilities. From the survey following the Annual Parish Meeting the most popular facility was the childrens play park to be sited in land in The New Inn. Some of the grant would then be spent improving footpaths to this facility including the footpath to Berwick Bassett

**Resolved:** Cllr Woodward will prepare a presentation and costings for the next Parish Council meeting. Cllr Woodward will circulate the definition of the scope of the Open Spaces Grant

9. Annual Parish Meeting 2024

**Resolved:** The meeting will be held on 3<sup>rd</sup> April in the Community Hall. If available, Russell Howard will speak about policing policy. Cllr Woodward will present on

Open Spaces and Speed Reduction. Cllr Swinyard will present the finance. An annual report will be circulated

10. Quality Council Documents

Cllr Petchey had previously circulated a list of required documents to which the clerk had responded showing most of the documents were available.

**Resolved:** The clerk will update the Standing Orders and make other documents to circulate by next meeting and adopt at Annual Meeting in May

11. Communications to Councillors

Cllr Petchey proposed that councillors should revert to using personal email addresses rather than bbwmpc.org addresses. Cllrs would manage their Council emails among their personal emails so that they can be removed from their computer once they are no longer a councillor

**Resolved:** The clerk will contact the website host company to ask if a reduction in costs is possible if this is done

12. Confirmation of Items for Press Release

**Resolved:** Cllr Woodward will write an article for the Upper Kennet News including the revised school pick up, resurfacing of A4361 without anti-skid strips, results of the survey and invitation to the Annual Parish Meeting with date

13. Date of Next Meetings

**Resolved.** The next full meeting of the council will be held on March 6th in the Community Hall. The Annual Parish Meeting with the public will take place on 3<sup>rd</sup> April. There will be no Council meeting in April with the Annual Meeting of the Council and Council meeting taking place on 8<sup>th</sup> May. All meetings will be advertised on website calendar. The set meetings will be the first Wednesday in each month. for many years. The clerk will book the Community Hall for meetings for the year

The meeting closed at 9.45 pm.