

**DRAFT**  
**MINUTES OF THE MEETING OF GREAT SOMERFORD**  
**(INCORPORATING STARTLEY) PARISH COUNCIL**  
**HELD IN THE COMMUNITY ROOM AT SOMERFORDS WALTER POWELL SCHOOL ON**  
**WEDNESDAY 8<sup>TH</sup> NOVEMBER 2017 THAT COMMENCED AT 7.30pm.**

**PRESENT:** Cllrs S Mansfield-Chairman, H Cole, D Butcher, S Binstead, F Hyde, A Gravell, M Hourigan, C Blount

**Public Participation** – There were no members of the public present

1.11.17	<b>Apologies for Absence.</b> Cllr Scott
2.11.17	<b>Minutes</b> The minutes of the Great Somerford Parish Council meeting held on 11 <sup>th</sup> October 2017 were signed by the chairman and adopted as a true record.
3.11.17	<b>Declarations of Interest</b> - None. <b>Review of Members Register of Interests</b> - Up-to-Date.
4.11.17	<b>Wiltshire Council update</b> – None. Cllr Sturgis was not present <b>Housing Market Area and Annual Land Availability Policy</b> – Cllr Cole reported that his investigation is ongoing
5.11.17	<b>Planning Matters</b> Cllr Cole reported on the following applications :- 17/09925/FUL - Cherry Tree House, Dauntsey Road, Extensions and internal alterations <b>No Objections</b> 17/09902/TCA - Hawthorn Cottage, Frog Lane. Re-pollard Ash Tree to 5 Metres and Remove Epicormic Growth. <b>Awaiting Decision</b> 17/09166/TCA - The Close, Top Street. Various arboricultural. <b>Passed</b> 17/09429/TCA - Land Adjoining West Street and Manor Park. Crown Raise 2 Lime Trees to 2 Metres from Ground Level. <b>Passed</b> <b>NOTE – Cllrs Cole and Mansfield to investigate how the work will be done</b> 17/09902/TCA - Hawthorn Cottage, Frog Lane. Re-pollard Ash Tree to 5 Metres and Remove Epicormic Growth. <b>Awaiting Decision</b> 17/07878/FUL - Sunnybank, Frog Lane. Proposed carport, two conservatories, and a veranda. <b>Awaiting Decision</b> 17/09234/LBC - Manor Farm House, West Street. Proposed fenestration alterations. <b>Awaiting Decision</b> 17/09925/FUL - Cherry Tree House, 6 Dauntsey Road. Proposed two storey side extension and single storey rear extension. <b>No Objections</b> 17/10105/FUL - Parsloe, Hollow Street. Rear Extension and Canopy and Demolish Existing Rear Extension. <b>No Objections</b> 17/10392/FUL - Paddock House, 1 Great Somerford. Change of Use of Land to Form Parking Area. <b>No Objections</b> 17/10553/FUL - Gable Lodge, Dauntsey Road. Proposed single storey rear extension and garage. <b>Awaiting Decision</b>

6.11.17	<p><b>Highway Matters</b></p> <p>a) <b>White Lining / Potholes</b></p> <p>Cllr Mansfield took the Malmesbury Highways engineer on a tour of the village to highlight areas that need attention. In particular :-</p> <ol style="list-style-type: none"> <li>1. The appalling state of Winkins Lane even after some of the potholes have been filled in. Noted and to be added to the list of priority items for next year.</li> <li>2. "Slow" signs on West Street by the Manor House. Probably no action until next year. Cllr Mansfield had already written to the Wiltshire Board Member for Highways about this but has not received any response.</li> <li>3. Street Lamp in West Street by pumping station. Have been advised, in the first instance, to advise the landowner to cut down the surrounding vegetation</li> </ol> <p>b) <b>Parish Steward/Priority Log</b></p> <p>Nothing at present – was dealt with during the above visit</p>
7.11.17	<p><b>Community Room</b></p> <p>Cllr Hyde reported that she has contacted the school administrator – there is a list of keys held by school staff but we do not have it yet.</p> <p>The fan-assisted radiator in the community room is not working. Cllr Cole will arrange for it to be mended</p> <p>Cllr Hyde is in regular contact with Mrs Scott in case she requires any assistance whilst Cllr Scott is recovering</p>
8.11.17	<p><b>Play Area</b></p> <p>Emma Turtle has kindly offered to provide a bird-stop for the top of the swings – another parishioner has offered to affix it.</p> <p>We are still looking for other parishioners to assist with painting etc.</p> <p><b>Community Involvement</b> – Cllr Hyde to form 'play area association' with interested parishioners to investigate how the play area could be improved or re-built. It is suggested that 2 other PC members should also be part of the association which should cover layout, equipment, fund-raising and investigation of available grants</p>
9.11.17	<p><b>Neighbourhood Plan</b></p> <p>Mailshot going to every household in the referendum area this week reminding parishioners to vote in this important referendum. Further posters will be displayed nearer the referendum date</p>
10.11.17	<p><b>Cemetery Matters</b> – No problems at present</p>
11.11.17	<p><b>Walking the Parish Footpaths</b></p> <p>Not yet received feedback from Cllr Sturgis who offered to inform the PC of the landowners identities in areas that require some maintenance.</p> <p>Cllr Mansfield reported that the the Highways engineer had suggested contacting the WCC Rights-of-Way officer as he has a complete list of landowners – Cllr Mansfield to chase this up.</p>
12.11.17	<p><b>Employment of new Parish Clerk</b></p> <p>We welcome Kay Harford as the new Clerk to the Parish Council. The new e-mail address for the clerk is :-</p> <p style="text-align: center;">clerk.gspc@gmail.com</p>

13.11.17	<p><b>Community Assets</b></p> <p>Cllr Blount gave an explanation of how Community Assets can be registered. There have been suggestions from Parishioners that the skittle alley be registered. This cannot be done – only complete buildings. Cllr Blount to further investigate making the Volunteer a community asset</p>
14.11.17	<p><b>Guide Troop Request</b></p> <p>No response has been received by from Chairman to his suggestion that the troop might like to visit a PC meeting. <b>Item closed</b></p>
15.11.17	<p><b>Finance</b></p> <p>Transactions since 11<sup>th</sup> October 2017</p> <p>Receipts - £18.00</p> <p>Payments - £1,120.99</p> <p>Bank Account balances as at 25<sup>th</sup> October 2017 (last statement) – Current account - £18,123.24, Deposit account - £3,716.66 total £21,839.90</p> <p>Agreed to accept Finance Report with no changes</p> <p>It will be necessary to approve and submit our precept calculation in January – needs to be approved at the January meeting. To achieve this a number of items must be considered :-</p> <ol style="list-style-type: none"> <li>1. Use the existing 2017/18 budget as a basis</li> <li>2. Our donation to the Signpost has not changed for many years, neither has our donation to the PCC – consider increasing these</li> <li>3. Consider a donation to the Free Gardens</li> </ol> <p>Will all members consider these and any other changes they may think necessary and send to Cllr Binstead by 1<sup>st</sup> December at the latest</p>
16.11.17	<p><b>Correspondence as received</b></p> <ol style="list-style-type: none"> <li>a) Christmas lights over the highway – no action required</li> <li>b) Wiltshire Local Plan Review – advance notice of consultation. Cllr Blount will attend WCC briefing on future housing policy and liaise with Cllr Cole (See item 4.11.17 above)</li> </ol>
17.11.17	<p><b>Councillors Reports and items for the next agenda.</b> – There being no meeting in December, the next meeting is 10<sup>th</sup> January 2018 commencing at 7.30pm</p> <p>Items :-</p> <ol style="list-style-type: none"> <li>a) Re-assignment of responsibilities for emergency planning</li> <li>b) Agreement on 2018/19 budget and precept</li> </ol>

**MEETING CLOSED AT 20.45 Hrs.**