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# GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

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## Minutes of the meeting held 3 October 2018 at 7.30 p.m. The Community Room, Walter Powell School, Great Somerford

### Present

Clr S Mansfield (Chair)                      Clr A Gravell  
Clr S Binstead                                      Clr M Griffiths  
Clr C Blount                                        Clr F Hyde  
Clr D Butcher

T M Chapman (Clerk)

### In attendance

No members of the public

### Public Question Time

There were no questions.

### Reports from Unitary Councillor and Council Representatives

Wiltshire Cllr Sturgis was unable to attend due to clear up commitments following the Dauntsey Park Horse Trials. He sent apologies.

#### 18/10/1. **Apologies for Absence**

Apologies were received from Cllr Cole and Cllr Hourigan.

#### 18/10/2. **Declaration(s) of Interest**

The members present confirmed that the register of interests remains up to date.  
Clr Blount declared a specific interest re planning application **18/09117/TCA** received yesterday.

#### 18/10/3. **Minutes and Matters Arising**

- i The Minutes of the meeting of the Parish Council held on 5 September 2018 were **approved** and **signed** by the Chair as a true record.  
Proposed Cllr Gravell; Seconded Cllr Binstead.

ii **Action Register of Matters Arising**

After review of the Action Register it was **agreed** that those items shaded green had been completed and updates were provided re items 18/08/6.1 as Cllr Blount confirmed that he was sending the Emergency Plan to Wiltshire Council next week.

#### 18/10/4. **Planning Matters (HC)**

As Wiltshire Council no longer issue paper copies, Councillors access planning documents at <http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>,

i **Planning Applications since the last meeting**

Members **ratified** their "**No Objection**" responses to the following applications considered between meetings:

**18/08177/VAR** Heathlands, Startley - Variation of condition 3 on 17/09101/FUL to allow for changes to the materials to be used for the extension.

**18/08300/TCA** 30 Hollow Street – Fell 1 ash tree.

**18/08601/TCA** Mulberry House - 30% Reduction to 1 Mulberry Tree (T1), Fell 1 Cherry Tree

(T2), Up to 30% Reduction to 2 Cherry Trees (T3 & T4).

**18/08712/TCA Acorn** Lodge – Fell 1 hawthorn and 1 cypress.

ii **Planning Applications for consideration**

There was one late TCA which came in 2 October. Parish Council **decided** to defer their consideration of this until the November meeting so it could be heard in public.

**Agenda Nov**

***Post Meeting Note:** Wilts CC Planning Dept is unable to extend the consultation window for TCA applications as, within 6 weeks of the date of such an application, the applicant is allowed to carry out the works irrespective of whether or not they have had a formal response from the Planning Authority. The only exception is where a Tree Preservation Order is served, which is not the case here. Therefore the Parish Council will need to determine and submit its comments between meetings.*

iii **Applications Determined by Wiltshire Council since the last meeting**

Members noted the determinations made by Wiltshire Council re

**18/06084/FUL** 1 The Folly - Demolition of the detached garage to allow for erection of a single storey extension to the side of the dwelling.

**Approved with conditions.**

**18/08300/TCA** 30 Hollow Street – Fell 1 ash tree. **No objection**

iv **Planning – other matters**

The Chairman had been informed by Wiltshire Councillor Sturgis that the development site at Brook Farm is under offer and work is expected to start Spring 2019.

18/10/5. **Finance**

i **Receipts and Payments for the year to end Sept 2018 and the forecast outturn**

The report was **noted** together with the year to date surplus of £1,521 and the bank balance standing at £16,247.

Members **considered** the projections for the outturn; felt that these were reasonable and noted that they were likely to end the year with a deficit about £300 greater than budget but this depended on whether or not the £3,000 budgeted was spent on the play area.

ii **Finance report**

The Finance report was **received** and the Parish Council **ratified** the four payments made between meetings of £492 and **approved** payments for this month of £313.

It **discussed** the proposed payment of £510 in connection with cemetery works and, even though this would take them over budget, felt that as the work had been done and was of high quality payment should be made. It was **noted** that three days' work had not been pre-authorised and that all works must in future be properly pre-authorised.  
Proposed Cllr Binstead; seconded Cllr Griffiths.

It **noted** the receipts of £432 which included the 2017/18 VAT refund of £357.

iii **Particular spend to be incorporated into the 19/20 budget**

With the exception of work to the War Memorial and proposed refurbishment of the Play Area no other items were raised. Councillors were asked to submit any suggestions by the end of October for consideration at the same time as the early draft budget.

**Action All**

18/10/6 **Sub-Committee Reports**

i **Play Park Sub-Committee**

Cllr Hyde **reported** that quotes had been received from Playdale and Wicksteed with one from Kompan expected later this week which Cllr Hyde will circulate.

**Action Cllr Hyde**

The Sub-Committee **recommended** that

1. the Parish adopt a "safety grass" surface which was felt to be the most cost-effective solution;
2. it go for a turn-key single supplier solution;
3. external grant funding is sought.

The recommendations were **supported** in principle subject to feedback from a public consultation meeting and then detailed consideration of the three quotes.

The public consultation has been booked for Tuesday, 15 January, in the Community Room from 6.30 p.m. Cllr Hyde will promote this on the village Facebook page.

**Action Cllr Hyde**

## ii **War Memorial Sub-Committee**

Cllr Blount reported that 18 people had attended the public consultation on 25 September. Those present supported a modest renovation of the War Memorial which would consist of having Cliveden Restoration of Bath clean the stonework and engaging a professional stone mason, Peter Hayman, to repair and repaint the lettering. The work could be done early in 2019 at a cost of approximately £1,300.

In 1919 the War Memorial was funded by public subscription. An application has been submitted to the War Memorial Trust for a Grant covering up to 75% of the cost.

The Parish Council **agreed** to fund 25% cost.

If the grant application is not successful the Parish Council will underwrite the balance but would seek donations from residents and local charitable organisations towards the shortfall.

## 18/10/7. **Highway Matters**

### i **Footpath on West Street – CATG Funding Application.**

A letter of support from the Parish Council was sent to Ollie Phipps on 11 September and he has forwarded it to the Area Engineer, Martin Rose.

### ii **Speed Awareness Camera**

Cllr Hourigan is in contact with the supplier as the battery life being experienced is not in line with the two weeks' indicated at the point of purchase. No date has yet been set for the Street Operative course.

### Iii **Slow Signs**

The work has been assigned to a Highways gang for completion by the end of the year.

### iv **Road surface in Winkins Lane**

The end section has now been tarmacked.

### v **Other**

Two problems have been raised with the Parish Council about street lamps.

- One on West Street is working intermittently and a local resident is keeping a record of outages;
- One on Manor Park has ceased to work and has been reported via the Wiltshire App.

## 18/10/8. **Items brought forward by Councillors from the previous meeting**

### i **Database of residents**

Cllr Blount **briefed** members as follows:

- The information leaflet had been delivered to all houses in the village;
- Nearly 70 residents had signed up;
- The first news release would be this week-end and would focus on the War Memorial;
- The news release will invite comments/participation;

- A policy on permissible content will be drafted and reviewed by the Chair.

**Action Cllrs Blount & Mansfield**

18/10/9. **Updates (if any) on Standing items**

i **Cemetery**

Nothing to report.

ii **Community Room**

The 5 new lights have been installed and are working well.

iii **Footpaths & Rights of Way**

The Parish Steward will be asked to clear a heavily overgrown stile opposite Long Acre on Hollow Street.

**Action Cllr Mansfield**

iv **Emergency Plan**

Cllr Blount confirmed that the plan will be submitted to Wiltshire Council this week. He is seeking qualified chain saw operators and first aiders to join the team. Named and designated persons are covered under Parish Council insurance provided the Parish Council has declared a state of emergency and called them out on Parish Council business. Parish Council insurance does not cover private individuals being good neighbours.

18/10/10 **Correspondence between meetings**

i **Proposal from WALC that it add Employment Support Consultation to its portfolio for an annual 4% increase in subs (£10.65).**

After discussion it was agreed to support the increase and the Clerk was tasked to inform WALC.

**Action Clerk**

ii **Donation to the Church**

Members **considered** the request from the PCC that Parish Council increase its donation to the Church, the rate having been £300 since 2008 and it was **agreed** to increase the donation to £350 and to send the cheque this month.

18/10/11 **Councillors' Observations and Items for Next Agenda**

Apologies were given in advance by Cllrs Binstead and Gravell for the next meeting.

18/10/12 **Dates for Future Meetings**

The next meetings of the Parish Council will be held at 7.30 p.m. on Wednesday  
7 November                      9 January                      6 February                      6 March.

Meeting closed at 8.58 p.m.