Atworth Parish Council

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Minutes of a Meeting of the Parish Council held on Wednesday 20th July 2016 at 7pm in Great Chalfield Manor

Present:

Cllrs. Effie Gale-Sides (Chair), Alan Lee, Arnold Snowball, Ros Cooper, Alan Bagnell, William Bird, Richard Clark, and Phil McMullen (Clerk).

Host: Mr Robert Floyd

Plus one member of the Public

Ref. **Agenda items**

70/16 **1. Welcome**

Mr. Robert Floyd welcomed everyone to the Manor this evening, and explained that people were welcome to look around afterwards and enjoy the grounds.

He asked that the road culvert under the road south of the turning for Lenton Farm be added to the priorities list for attention as it's prone to being blocked.

Action on the Clerk to add to the Priorities List.

Effie welcomed those present to the Council Meeting, and expressed the Parish Council's thanks to Mr. Floyd for kindly hosting the meeting.

71/16 **2. Apologies for absence**

Phil reported that apologies had been received from Charles Boyle due to ill health. Maureen Weston had also tendered her apologies this evening. Effie reported that Terry Chivers had also submitted his apologies.

72/16 3. **Minutes**

The minutes of the Parish Council meeting held on 15th June 2016 were considered to be a true record of the meeting.

Arnold Snowball proposed, Alan Bagnell seconded and all were in favour that they should be signed and dated. The Chair duly annotated them.

73/16 **4. Declarations of Interest**

EGS, AS and RC are trustees of the Atworth Village Hall Committee.

5. Closure of meeting for public participation

The meeting was closed in order that members of the public could raise issues of concern

6. Public question time

The one member of the public present wished only to comment on a particular planning application in case the Council had any questions.

7. Reconvene meeting

The meeting was reconvened

74/16 **8. Reports**

The Village Hall fete – Effie said there weren't as many people as expected due to the Melksham Party in the Park and the Bath Carnival taking place the same day. Groups attending it had benefitted however. The Dog Show had been a particular success. There had been a large number of raffle prizes donated. Ros felt that it was a shame that the school didn't want to participate.

Richard said he wasn't quite sure of how much money was made, as they have a figure for the takings but not yet the costs.

Richard said that he considered the field looked very good, which Effie agreed with. Richard had arranged with Andy Woodman to cut the mounds at a later date, having met with him on Sunday evening.

There were some nice compliments on Facebook about the state of the Recreation Ground as well.

Alan Bagnell asked what maintenance was being done on the benches in the Rec. Effie does a monthly check of all items on the Rec, recorded for insurance purposes, and has noted that one of the benches needs a little work, as does one of the pieces of play equipment.

Ros queried whether children were charged to use the tennis courts, which Richard confirmed was and had always been the case. Ros felt that £9 (including a £5 deposit) was putting the facility out of the reach of young children.

Police report – Effie explained that the Police will no longer be able to attend Parish Council meetings as they no longer have the resource to do so. There had however been a report submitted [see below]. PCSO Maggie Ledbury was hoping to attend in September, before they go across to the new system.

Phil briefly outlined the new Community Policing model to the best of his knowledge. The Melksham police area will henceforth be part of Trowbridge rather than Devizes. The community coordinator role would be a police post rather than a civilian post. At the moment it's PC Mark Huff who looks after Melksham, Trowbridge and Bradford on Avon. There was an expectation that PSCOs would continue to have a base in Melksham in future. All police officers are going back to being response officers. Following the transition Inspector James Brain at Trowbridge would be the lead officer.

Maggie Ledbury's Police report read as follows:

There have only been 3 reported incidents in the public domain since June the 1st and they are as follows:

10th June: A minor RTC involving two vehicles in Bradford Road when clashing wing mirrors. One vehicle failed to stop.

15th June: A plastic table was burnt by vandals in Atworth Business Park. CCTV was of no evidential value and as there were no witnesses this went undetected.

7th July: Unknown persons have ripped the Youth Club Sign from the wall of the hut. No witnesses or CCTV so unfortunately undetected.

If anyone has any information about any of the above incidents then please contact the Police.

I would like to remind the community to look after the elderly and vulnerable in the coming

weeks with the increased temperatures. This can be as dangerous as the cold weather, leading to dehydration which can cause complications for those not in the best of health.

Not to forget man's best friend the faithful dog as well. Do not leave them in cars whilst you pop into that shop, the car temperatures increase rapidly, leave them at home in a cool house.

75/16 9**. Finance**

i. Approval of Payment Schedule to date and authorisation of cheques.

There were no cheques presented for reimbursement at this meeting.

Direct Debits were submitted for approval as follows:

Philip McMullen	283.68	Salary and office allowance June 16
HMRC	70.92	HMRC income tax for wages
JH Jones and Sons	405.60	Grass cutting (extra) Rec
P. McMullen - Amazon refund	27.60	Amazon refund for defibrillator pads
Roger Hatherall & Co.	180.00	Internal Audit bill

Alan Bagnell proposed and Ros Cooper seconded that the Payment Schedule was a true record and that payments were made as per the schedule. This was agreed by all present. The schedule was accordingly initialled.

ii) Budget monitoring.

Ros Cooper proposed and Arnold Snowball seconded that the Budget Monitoring Statement to end of June 2016 was a true record. All were in favour.

76/16 **10. Planning Applications**

i. To consider application reference 16/05103/FUL for a proposed demolition of existing conservatory and construction of two single story ground floor extensions, a first floor extension and a new front porch at No. 166 Bath Road, Atworth.

The Council considered the plans presented to them at the meeting making no question nor comment on the application.

ii. To consider application reference 16/05641/FUL for a proposed single storey extension with associated works at No. 142 Bath Road, Atworth

The Council considered the plans presented to them at the meeting making no question nor comment on the application.

iii. To consider application reference 16/05846/LBC for a proposed single storey rear extension, creation of opening as access to extension, and a new side door, all with associated works at No. 142 Bath Road, Atworth

The Council considered the plans presented to them at the meeting making no question nor comment on the application.

iv. To consider application reference 16/06646/TCA - Work to Trees in a Conservation Area for tree works at 84 Bradford Road, Atworth
T1 - Crown reduce Weeping Willow tree by approximately 2 metres to leave a natural shape and flowing branch line
T2 - Section fell Goat Willow next to wall to as close to ground level as possible
T3 - Crown reduce Pear tree by approximately 2 metres to shape

T4 - Reduce height of Blackthorn next to gate by approximately 1-1.5 metres
T5 - Re-shape Purple Leaved Plum tree in front garden

The Council considered the plans presented to them at the meeting making no question nor comment on the application.

v. To consider application reference 16/06046/FUL for the erection of a two storey extension to front elevation and raise roof over existing single storey kitchen (resubmission of 15/11032/FUL) at 38 High Street Atworth

It was noted that there is no such road as High Street, Atworth. The assumption was that the address is 38 Bath Road.

Other than that, the Council considered the plans presented to them at the meeting and had no further comments to make.

Action on the Clerk to notify Wiltshire Council (the Planning Authority) of the Council's view on this and other Planning Applications submitted to this meeting

Post minute note: Wiltshire Council have confirmed that the address should indeed read 38 Bath Road, Atworth.

77/16 **11. Matters arising:**

i. Clock tower area improvements and need for notice boards in that area.
Phil reported that he had received a quote for the notice board which totalled £678 plus VAT

The meeting approved the purchase of this board.

Action on the Clerk to arrange for quotes for groundworks and installation adjacent to the Clocktower.

ii. School traffic sign.

Phil reported that Andy Cadwallader from Wiltshire Council had written to say "I would be happy to meet you and discuss the issues further, but I would see no issues with the parish steward completing this work when he visits the parish." He had accordingly arranged for the work to be done.

There had been no mention made of an additional order being necessary due to the tree being in a conservation area.

Effie reported that the sign was indeed now more visible, but only a very small improvement to the visibility of the "school" element. Alan Lee remarked that the sign would be visible from a car but not from a truck.

It was agreed that the tree needs a bit more taken off.

iii. ID Cards for Parish Councillors.

This work is to be completed by Effie using green lanyards and some plastic cases for them. The ID cards will look as professional as possible.

iv. Gate to Recreation Field.

William Bird said he was looking to make a start on installing the new gate on Tuesday. The pedestrian gate will go on the left hand side, and he will be removing the patch of brambles initially. Cllr Bird was warmly thanked for promising to press ahead with this.

v. Village Highways matters: Mead Park, Bradford Road, pedestrian crossing and Chapel Rise

1. Thirty m.p.h. Roundel on Bradford Road – this has been installed.

2. Parking Restrictions at Mead Park and Bradford Road – this work is on order and due to be carried out around the 29th July when changes to the Traffic Regulation Order become effective.

3. Bath Road Zebra Crossing – Effie confirmed the Halos are going ahead. There had been concerns expressed by three residents about street parking. However, Wiltshire Council believes that the extension of the inbound controlled zone only, on each approach to the crossing will address the safety issues raised. Therefore zig zags will not be extended on the outbound sides. A plan of the proposed markings was passed around councilors. It was agreed to accept the amended proposals of this report (HT-18-16) and all hoped that these essential safety measures would be put in place quickly.

4. Dropped kerbs – this is now on the CATG priority list and confirmation has been received that the Mead Park project will remain on the pending list until such time as other projects can be completed. Alan Lee will be attending the CATG meeting on 21st July. The project has now been added to the CATG priority list which currently has 7 other active projects running, including the Zebra Crossing on Bath Road.

The meeting welcomed the report. Alan Lee proposed and Ros Cooper seconded that we formally accept the report.

William Bird remarked that on the east side of Coronation Road, the road is collapsing and so the intended yellow lines will effectively go onto collapsing road surface – action on Phil to add to the priority list.

Action on the Clerk to add to the Priorities List

v. Defibrillator. New pads have been bought. Effie to install.

vi. Parish Steward: gulley cleaning and tree by school traffic sign

Phil reported that he had reported issues at Chapel Rise and had received an email from Wiltshire Council explaining, "gully cleaning is not a job for the parish steward with his hand tools. I inspected the road today and all of the gullies at present look serviceable, these will be routinely emptied as part of the council gully cleaning program."

William Bird remarked that there are gullies along Neston Lane which need cleaning.

Action on the Clerk to add to the Priorities List.

vii. Appointment of a Neighbourhood Watch Co-ordinator for Atworth. Effie said she is currently the NW caretaker. There is someone in Clock Tower View who may be able to take on the role on an ongoing basis.

viii. Dementia awareness session. Phil has arranged for this to take place on 15th October at 3.00pm

ix. Defibrillator training session. This will also take place on 15th October, at 4.15pm

78/16 **12. Agenda items**

i. Play equipment. Consideration of donation towards replacement safety surfacing.

Richard said that he'd received a quote for the slats which were breaking up and also a quote from someone who will lay a good surface. The overall cost is around £1200.00. (plus the

cost of the slats)

Action on Richard to get the quotes in writing.

ii. Flood container items. To consider necessary items for inclusion. This would happen at a later date when there is a specific Community Resilience Emergency Planning meeting. Effie suggested we might hold that during December (instead of a regular Parish Council Meeting), which was agreed to.

iii. Dates of future meetings

Confirmed dates of future meetings:

21st September
19th October
16th November
21st December (Community Resilience Meeting)
18th January 2017
15th February
15th March
19th April

79/16 **13. Correspondence:**

A member of the public had written a letter to the Clerk expressing concern over the ivy growing over the bus shelter.

Phil had been in contact with Wiltshire Council who had written to say it was not their responsibility.

Effie will contact the householder to see if they will address the issue.

PMN: Effie spoke to the householder on 21st July

A member of the public had written a letter expressing concern over the state of the Recreation Ground.

The council disagreed that the grass on the Recreation Ground had been roughly cut. The cuttings in the corner had only been left as mulch amongst the trees for a matter of days and would quickly break down. It was noted that the trees are 16 years old and well established.

It was also noted that the grass mounds were intended for trail bikers and skateboarders, and not for picnicking on top of them.

It was agreed that the Clerk should write and thank the lady for her letter informing her that it had been discussed it in full at the Parish Council meeting and agreed that we would be taking no further action.

Action on the Clerk to reply to the letter-writer.

A resident from Bradford Road wrote to Wiltshire Council to ask about the pruning of a Rowan tree, which has grown in a mis-shapen way, and sent the Parish Council a courtesy copy. No further action to be taken.

80/16 **14. Any Other Business**

Effie said that there are two cars regularly parked by the Bear Garage on the pavement. There seems to be nothing we can do about that.

Phil to write to Wiltshire Council to ask when they are intending to clean the bus shelters, as they haven't been done for some time.

Action on the clerk to contact Wiltshire Council

Effie noted that train station improvements in Melksham were continuing apace.

Richard asked about the flags. Effie said she would speak to Steve Jordan about his intentions regarding parking, and perhaps explore him being the flag man. She added that the flag at the St. Michael's Church Atworth, has recently been erected.

Post minute note: Action completed, Steve Jordan agreed to be the flag-man henceforth

William Bird raised the issue of parking outside the old Post Office (Albion House 47 Bath Road SN12 8JT) which causes an obstruction. Part of the pavement is allegedly owned by the building. If this is the case, William suggested putting in a couple of bollards on our own section. We could do a search on Land Registry to establish where their property ends. There was some question as to the official width of a pavement.

Action on the Clerk to check with the Land Registry.

Post minute note: Land Registry checked, plans at Annex A

Richard asked about hedgecutting along the entrances to the Rec. Effie agreed it should be done, saying we could allow parking along the length of the driveway.

81/16 **15. To Confirm the Date of the Next Meeting**

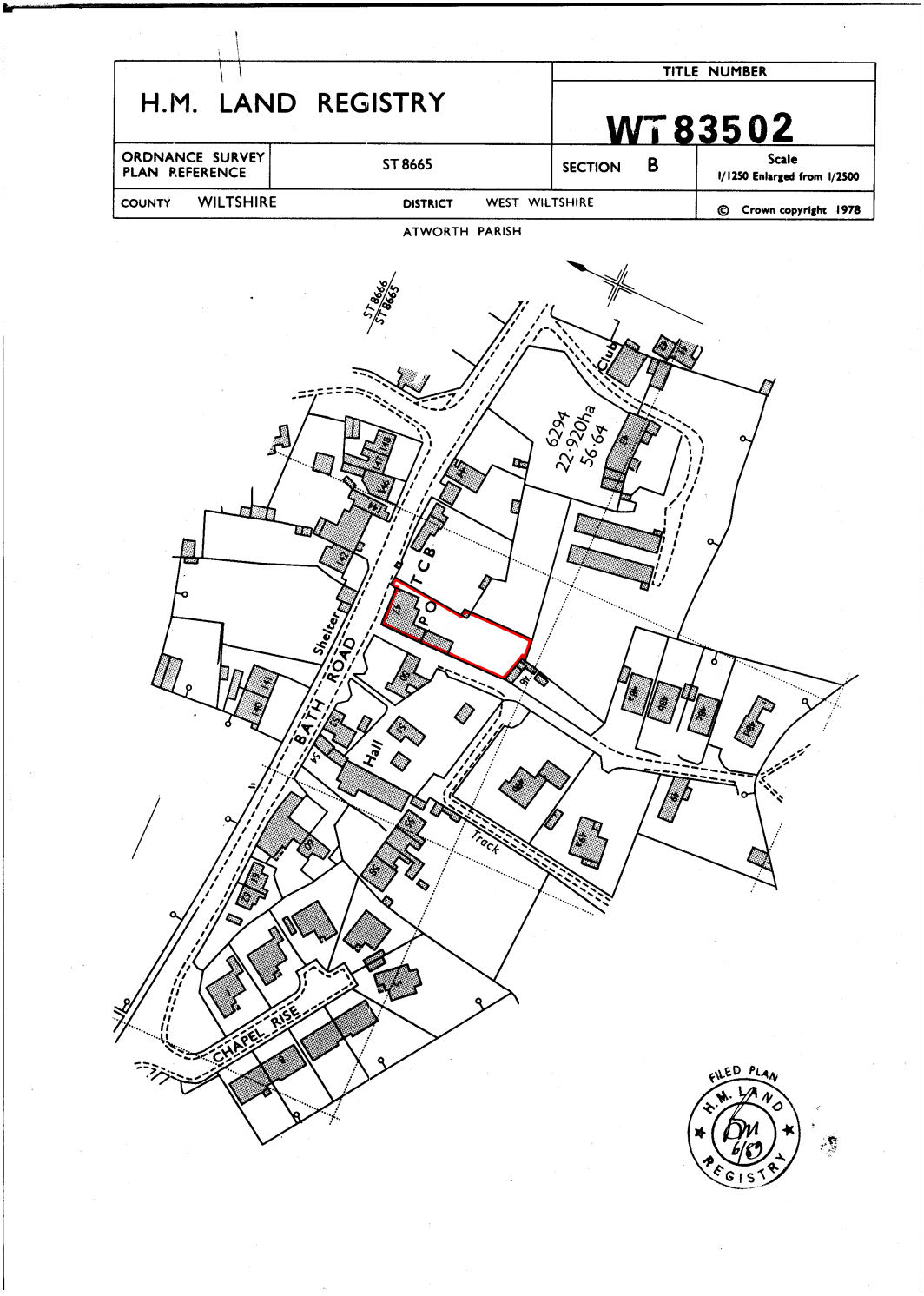
21st September 2016 at Atworth Village Hall.

Meeting closed at 21:30

Signed……. **Date …….**

ANNEX A

Plans of 47 Bath Road Atworth



This is a copy of the title plan on 22 JUL 2016 at 10:04:48. This copy does not take account of any application made after that time even if still pending in the Land Registry when this copy was issued.

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