

**Heytesbury Imber and Knook Parish Council**  
**Minutes**  
**Tuesday 26<sup>th</sup> February 2019 @ 7-15pm**

**Membership:** Councillors A Perry (Chair), D Bond (Vice Chair), S Buttenshaw, E Colvin, T Eastman, P Fellowes, L Gould, D Hiscock, A Moore, L Morris, and V Sturmeay.

**Present:** Cllrs Bond (in the Chair), Colvin, Eastman, Fellowes, Hiscock, and Sturmeay.

**Officers:** H Parks and Paull Millard, Senior Rights of Way Warden Central Wiltshire Council.

**Public and Press:** Three

**PC/18/106 Apologies**

Apologies were received from Councillors Buttenshaw, Gould, Morris, Moore and Perry

**PC/18/107 Minutes**

**PC/18/107.1** The minutes of the meeting held on 15<sup>th</sup> January 2019 were approved and signed by the Chairman.

**PC/18/107.2** Members asked for an update on the invitation to Wessex Water - awaiting a further response, War Memorial - second quote being sourced and provisional grant application made, and Cherry Tree - now ordered.

**PC/18/108 Declarations of Interest**

Councillor Sturmeay declare a non-pecuniary interest in Planning Application 19/00138/FUL being a near neighbour. She would not vote.

**PC/18/109 Chairman's Announcements**

None

*Standing Orders were suspended at 7.20pm to allow for public participation.*

**PC/18/110 Public Participation**

**PC/18/110.1**

**Bob Burgess** suggested that the new Cherry Tree could be staked to prevent any strimmer or grass cutting damage.

Members stated that they had a supply of ties and Rabbit Guards should these be required.

**Paul Millard Wiltshire Council Rights of Way Warden** – a Q&A session took place with members and the public present.

**PC/18/110.2** None

*Standing Orders were reinstated following public participation at 7.45pm*

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**PC/18/111 Financial Information**

**PC/18/111.1 Payments for approval:**

- 001245 £20.00 Acorn Educational Trust Venue Hire
- 001246 £59.96 H Parks Printer Ink
- 001247 £54.20 H Parks Postage Stamps and Portable Hard Drive
- 001248 £84.00 WALC 2 x Delegates Training Course
- 001249 £264.00 H Parks February Payroll
- 001250 £66.00 HMRC February Payroll

It was proposed by Councillor Colvin and Seconded by Councillor Eastman that all payments be approved. Voting unanimous in favour.

**PC/18/111.2 Balances of the Bank Accounts for noting:**

- Treasurers Account £ 2737.89
- Bus Instant Access £ 6192.47
- Village Hall Fund £4596.81
- Balances @ 30th January 2019

Members asked for the Village Hall Fund account to be put onto the next agenda for discussion with a view to putting monies onto an interest-bearing account.

**PC/18/111.3 Monthly financial report:**

Members received the monthly report outlining the current position of spend against budget allocated year to date. Councillor Sturmeay signed the monthly reconciliation.

**PC/18/111.4 Grant Application**

Councillor Eastman proposed and Councillor Hiscock Seconded Heytesbury & Sutton Veny Cricket Club's request for £150. Voting unanimous in favour.

Councillor Eastman proposed and Councillor Fellowes Seconded Knook Heytesbury and Imber Allotment Association's request for a grant of £250 towards the cost of a gate for the site. A discussion on the operational issues of the gate were discussed and it was noted that Selwood would still have access as required to the site. Voting unanimous in favour.

**PC/18/111.5 Grant Policy Review**

Members had a discussion on potential changes to the policy in order to ensure that all groups had a fair advantage when applying for funding, and a suggestion regarding only making awards twice a year. Eventually it was proposed by Councillor Bond and Seconded by Councillor Hiscock to leave the policy in its current form with no changes. Voting in Favour 5, Against 1, Abstentions Nil. Proposal carried.

**PC/18/111.6 Heytesbury Football Club**

Thank you Noted

**PC/18/112 Planning Applications**

**PC/18/112.1 Applications received and for comment:**

**18/012097/FUL** Site Location: Field South of Tytherington Next to Pump House Church Road Tytherington BA12 0SY Tytherington Water Company Applicant:

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Proposal: Ground mounted solar panels over grass with no concrete footings. Power produced will be used by the water pumping station.

**18/12132/FUL & 19/00429/LBC Site** Location: The Old Forge, Park Street, Heytesbury, BA12 0HQ  
Proposal: - Two storey extension and internal alterations

**19/00138/FUL** Site Location: 123A Park Lane, Heytesbury, BA12 0HE  
Proposal: Side, rear and roof extensions.

Members approved the “no objection” obtained by email circulation for the three items above. Proposed Councillor Eastman, Seconded Councillor Colvin. Voting in Favour 5. Councillor Sturmeley did not vote. Proposal carried.

**19/01166/VAR** Site: 71 High Street Heytesbury BA12 0ED  
Proposal: Variation of planning permission 16/09922/FUL to regularise the alternative use of materials.  
When planning approval was given for this property originally, it was with stringent conditions which members feel have been ignored. There was a discussion held on the different materials used and the letter from the Architect which outlined other properties in the area using the same or similar. It was proposed by Councillor Bond and Seconded by Councillor Hiscock that the Parish Council objected to the variation on the grounds of the original conditions of the approval being ignored. Voting in Favour 4, Against 2. Proposal carried for objection.

#### **PC/18/113 Outside Spaces Working Group**

**PC/18/113.1** Members approved the notes from the meeting held on 13<sup>th</sup> February 2019.

**PC/18/113.2** Members approved the following recommendations from the working group, Proposed by Councillor Sturmeley and Seconded by Councillor Fellowes. Voting in Favour 5 Against 1 Proposal carried:

- PC writes to Selwood about reinstating the grass at the allotment site. The work looks finished but the site is muddy. Selwood are still emptying every week. Could the Parish Council find out if they have finished the work?
- PC writes to the Acorn Trust about the identified issues in the ROSPA report which are not the responsibility of the Council, mainly fencing.
- New Bin rota to be circulated.
- PC agrees to pay £75 for the "Not suitable for diverted traffic" signs and appoint volunteers to store and put out the signs in the event the A36 being closed. The cost relates to the 25% contribution required in the CATG Terms of Reference with the balance paid by Wiltshire Council.
- PC to advertise the village clean up, proposed date Sunday 28<sup>th</sup> April, and seek volunteers.
- General advert for volunteers required as community flood wardens and for play area maintenance roles.

#### **PC/18/113.3 Knook Heytesbury and Imber Allotment Association (KHIAA)**

Members received the minutes and report from the AGM held on 29<sup>th</sup> January 2019 plus a copy of the minutes from the Committee meeting held following the AGM on 29<sup>th</sup> January.

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Members approved the setting up of an Allotment web page on the Parish Council website to post information for Parish residents. Proposed Councillor Sturmeay, Seconded Councillor Colvin. Voting unanimous in favour.

**PC/18/114 Rural Housing Needs Assessment - TimeLine**

**PC/18/114.1 Members to agree the timeline for this project** - the forms will be collected on 30<sup>th</sup> April by the Clerk. The Deadline for return will be the 3<sup>rd</sup> June. Delivery will be during 3<sup>rd</sup> – 10<sup>th</sup> May. The forms need to be out in the community for three weeks. A Parish summary is required to encourage a large response and some adverts need to be written up. Another article to be written in time for the Church Newsletter on 10<sup>th</sup> March, outlining that this can be downloaded from the website and for anyone outside the Parish, a separate form is obtainable. Councillor Sturmeay has prepared a delivery area for each member and will circulate this.

Updates required for Church Newsletter and website for 10<sup>th</sup> March and 10<sup>th</sup> April.

**PC/18/114.2 Community Led Housing Project** Community led housing project are running events in the County and Councillor Sturmeay and Eastman will attend one of the four planned.

**PC/18/115 Electoral Review**

No further comment required.

**PC/18/116 Flood Plan**

Noted

**PC/18/117 Highway Issue**

Members approved a letter for issue to Wiltshire Council Highways regarding slurry flowing onto the road at Mill Lane, with one amendment to the content. Some members did not feel there was a problem, but members were encouraged to consider a fresh pair of eyes on the issue and involve the land owner, but through the proper Highway channels. Proposed Councillor Fellows, Seconded Councillor Bond, with one sentence removed. In Favour 3, Against 1, Abstention 2. Proposal carried.

**PC/18/118 Items for a press release or statement from the Parish Council.**

- Housing Needs assessment
- Litter Pick and volunteers

**PC/18/119 Correspondence Issued to members 08.01.19 – 17.02.19**

Noted

Meeting Closed at 8.47pm