

**Heytesbury Imber and Knook Parish Council**

**Minutes**

**Tuesday 16<sup>th</sup> April 2019 @ 7-15pm**

Held at the Church of St Peter and St Paul High Street Heytesbury

**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:** Councillors Perry (Chair), Buttenshaw, Colvin, Eastman, Gould, Moore, Morris and Sturmeay.

**Officers:** H Parks

**Public and Press:** Two

**PC/18/132 Apologies**

Apologies were received from Councillors Bond, Fellowes and Hiscock

**PC/18/133 Minutes**

**PC/18/133.1** The minutes of the meeting held on 26<sup>th</sup> March 2019 were approved and signed by the Chairman.

**PC/18/133.2** Councillor Sturmeay advised that the tree whips were collected by the Allotment Association and they have been heeled in at the site with future plans for permanent planting.

Further information about the School Fete would be advised when known.

**PC/18/134 Declarations of Interest**

Councillor Gould declared an interest in item 7.1 and the ratification of 19/02891/TCA being her home. She would not vote on this item.

**PC/18/135 Chairman's Announcements**

The Chairman offered a vote of thanks to the Clerk and all that had been achieved on behalf of the village.

*Standing Orders were suspended at 7.20pm for public participation*

**PC/18/136 Public Participation**

**PC/18/136.1 Mr I Fulton** spoke on his proposal to have a 20mph speed limit through the village of Heytesbury. His reason behind this submission related to enhanced public safety, village green credentials would be improved and a reduction gained in the carbon footprint. He believed that eventually people self-managed their speed according to the signed limit. He referred members to research documents issued by the government.

**PC/18/136.2** None

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*Standing Orders were reinstated following public participation at 7.26pm  
Members agreed to bring forward item 11 Speed Limit Review.*

**PC/18/137 Speed Limit Review**

Members debated the item from Mr Fulton to reduce the speed limit to 20mph throughout the village. Although this had been discussed in previous years and considered, it was agreed to put this forward to the CATG for review. It was also noted that every effort should be made to encourage the school to prepare a Taking Action on School Journeys plan which would assist in the consideration of the slower speed limit.

Councillor Sturmeay proposed and Councillor Buttenshaw Seconded that the item be referred through the CATG, added to the issue system of the Area Board, with a view to looking at a 20mph speed limit through the length of the village. At the same time, the Parish Council to consider and investigate the provision of a Speed Indicator Device (SID) and the likely cost.

Voting unanimous in favour.

**PC/18/138 Financial Information**

**PC/18/138.1 Payments for approval:**

001261 £20.99 H Parks Amazon Paper  
001262 £18.93 D Bond Bark Compost and tree tie  
001263 £290.57 H Parks April Payroll  
001264 £72.40 HMRC April Payroll Tax  
001265 SLCC £89.00 Subscription 2019/2020

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

**PC/18/138.2 Balances of the Bank Accounts for noting:**

Treasurers Account £ 4071.69  
Bus Instant Access £ 4192.75 Bal @ 27.02.19  
Village Hall Fund £4596.81  
Balances @ 5th March 2019  
Noted

**PC/18/138.3 Monthly financial report:**

Members received the monthly report outlining the current position of spend against the new budget for 2019/2020. There was no monthly reconciliation to sign.

**PC/18/138.4 Contract Neat N Tidy**

It was proposed by Councillor Buttenshaw and Seconded by Councillor Gould to approve the contract with Neat N Tidy for 2019/2020 to cut footpaths in the Parish and allowing for four days work split into two sessions of two days, at a cost of £600.00. No increase on 2018/2019). This contract includes the inclusion of Footpath 7a.

Voting unanimous in favour.

**PC/18/138.5 Raymond Trust – administrator expenses**

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It was proposed by Councillor Gould and Seconded by Councillor Morris that a letter be sent to the Raymond Trust to request the sum of £257.60 to cover the annual administrator costs. Voting unanimous in favour.

**PC/18/139 Planning Applications**

**PC/18/139.1** Applications received and for comment:

*Members will review plans on line in advance of the meeting as no paper plans are received from the Planning Authority.*

**19/02088/LBC** Site Location: Hospital of St John High Street Heytesbury BA12 0HW

Proposal: Installation of stairlift to flat 38 stair

It was proposed by Councillor Buttenshaw and Seconded by Councillor Colvin No Objection. Voting unanimous in favour.

**19/02809/FUL** Site Location: 46 High Street Heytesbury BA12 0EB

Proposal: Two storey extension with single storey lean to.

Members had concerns on the ever-increasing development at this location. It was proposed by Councillor Perry to object to the planning application on the grounds of over development on the plot which would render the plans out of keeping in the area.

Seconded Councillor Buttenshaw. Voting in favour of the objection 4 Against 3 Abstention 1. The objection was carried.

Members ratified "no Objection" obtained by email circulation for the three items listed below. Proposed Councillor Buttenshaw. Seconded Councillor Colvin. Voting in favour 6. Against 1. Councillor Gould did not vote. Proposal carried.

**19/02760/TCA** Site Location: 47 High Street Heytesbury BA12 0EB

Proposal: Twisted Hazel tree – fell

**19/02891/TCA** Site Location: 99 Church Terrace Tytherington Road Heytesbury BA12 0EQ

Proposal: Willow (T8) - Fell and treat stump

**19/02883/TCA** Site Location: St Peter & St Pauls Collegiate, Tytherington Road Heytesbury BA12 0EQ

Proposal: Yews (T1, T2, T3, T4 and T5) - 70% by vol canopy prune.

**PC/18/140 Outside Spaces Working Group**

**PC/18/140.1 Village Clean Up**

Councillors Gould and Colvin would lead the Clean-up by the Heytesbury Litter Pickers.

All equipment had been delivered.

A map of the area to be cleaned has been prepared and suggested tidy up areas identified for the day.

Prizes to be given by the Chairman, kindly supplied by Councillor Colvin.

Councillor Colvin would prepare the Risk assessment for the day.

All members were asked to spread the word and seek as many volunteers as possible for the day.

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Sunday April 28 - 10am – Midday. Meet outside the Red Lion

**PC/18/140.2 Rural Housing Needs Assessment**

The Clerk to prepare a small statement to assist members when delivering the survey forms in case of questions by residents. Press reminders regarding the survey in general to raise awareness.

**PC/18/141 Flood Plan**

Members to approved the draft document for publication and to be sent to Wiltshire Council for reference. The two recommendations were approved and Councillor Morris would update the document. Members thanked her for the excellent work carried out in the preparation of the plan which will be of real value for the future.

To add an appendix detailing the equipment held in the Parish and to add the contact details of the Parish Clerk

Proposed Councillor Colvin, Seconded Councillor Buttenshaw. Voting unanimous in favour.

**PC/18/142 Certificate of Exemption – External Audit – AGAR 2018/2019 Part 2**

Councillor Colvin proposed and Councillor Moore Seconded the approval of the certificate of Exemption and was signed by the Chairman and Clerk. The Parish Council fulfils the exemption criteria for 2018/2019. Voting unanimous in favour.

**PC/18/143 Risk Assessment 2019/2020**

Members approved the annual Risk Assessment relating to the Parish Council’s activities for the forthcoming municipal year, with one amendment which related to the holder of the keys for the tables and chairs. Proposed Councillor Perry. Seconded Councillor Colvin. Voting unanimous in favour.

**PC/18/144 Items for a press release or statement from the Parish Council.**

A last-minute press release regarding the Housing Needs Survey for May to be prepared, encouraging local residents to complete.

**PC/18/145 Correspondence Issued to members 18.03.19 – 09.04.19 For Noting**

Noted

Meeting closed at 8.11pm

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