

Heytesbury Imber and Knook Parish Council
Minutes
Tuesday 15th January 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, Buttenshaw, Colvin, Eastman, Fellowes, Gould, Hiscock, Moore, Morris, Perry (Chair) and Sturmeay.

Officers: H Parks

Public and Press: None

PC/18/92 Apologies

None

PC/18/93 Minutes

PC/18/93.1 The minutes of the meeting held on 27th November 2018 were approved and signed by the Chairman.

PC/18/93.2 None, but Councillor Sturmeay asked two questions from the October minutes, which related to the purchase of a new tree and repairs to the War Memorial.

PC/18/94 Declarations of Interest

Councillor Colvin declared a pecuniary interest in item 6.4 in relation to budget setting for grass cutting and footpath clearance. She owned the land that Footpath 7 & 7a crossed. She would not take part in the discussion or vote.

Councillor Gould declared an interest in item 7.2 and the planning application regarding Tree works at the property she lives in.

PC/18/95 Chairman's Announcements

The Chairman thanked the Clerk for work undertaken on behalf of the Parish Council.

PC/18/96 Public Participation

PC/18/96.1 None

PC/18/96.2 None

PC/18/97 Financial Information

PC/18/97.1 Payments for approval:

Direct Debit ICO £35.00 Data Protection Registration

001239 £35.97 H Parks Amazon Ink

001240 £250.00 Heytesbury Football Club Grant

001241 £264.00 H Parks December Payroll

001242 £66.00 HMRC December Payroll

001243 £264.00 H Parks January 2019 Payroll

001244 £66.00 HMRC January 2019 Payroll

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

PC/18/97.2 Balances of the Bank Accounts for noting:

Treasurers Account £ 3767.85

Bus Instant Access £ 6191.96

Village Hall Fund £4596.81

Balances @ 05.12.2018

Noted

PC/18/97.3 Monthly financial report:

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

PC/18/97.4 Budget 2019/2020

Members reviewed the figures presented and accepted that it would be necessary to increase the precept for the next financial year by 30%. There had been no increase in the annual precept for over 10 years and reserves had been used to balance the budget in previous years. The total of three months operating expenditure is required to be retained in ear marked reserves and for the next financial year, this figure could not be retained without an increase.

Items agreed in the budget for next year included some provision for repairs to the play area.

Consideration for repairs to the War Memorial which may cost £2k, but grant funding would be sourced.

The updating of IT access for the web site and individual email addressed for members to comply with GDPR. The new software would be purchased in the new financial year. The Clerk would also source the approved .gov.uk email address.

Members also asked for the Grant Policy to be updated and this would be brought back to the next meeting for debate.

Tax Base is 349.22

Band D at 30% = £33.84 an increase of £7.81 per annum = Precept £11,817.60

Councillor Gould proposed acceptance of the budget for 2019/2020 and request to Wiltshire Council the Precept of £11,817.60. Seconded Councillor Sturmev. Voting unanimous in favour.

Councillor Colvin did not take part in the next discussion nor voted at 7.50pm

Clarification was also sought on the cutting of footpath 7 & 7a which runs through land owned by Councillor Colvin. The Parish Council has cut these footpaths regularly each year and carried this out before Councillor Colvin became the owner. It was proposed by Councillor Bond and Seconded by Councillor Sturmev that the footpaths be cut by Neat and Tidy and these two areas be added to his work schedule for the new financial year.

Members requested that Rights of Way officer attend a future meeting with members to clarify any issues within the Parish. The Clerk to arrange.

Voting unanimous in favour.

Councillor Colvin returned to the discussion at 7.55pm

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The members were updated by Councillor Bond on the purchase of a Cherry Tree which was still being sourced. The budget had been allocated out of the 2018/2019 budget. Work on the War Memorial had been assessed. Cleaning of the stonework is required, repainting all lettering, and half way up the cross, there is a crack appearing, which if water continues to get through may rust the metal rod which runs all the way through. Applications for funding to be made to the Area Board and War Memorial Trust to enable the work to be carried out. Two other quotes would be obtained before final consideration. It was felt that this kind of project could also be considered by the Raymond Trust once a grant policy had been written. It was agreed that funding would be explored rather than add to the budget for 2019/2020.

PC/18/98 Planning Applications

PC/18/98.1 Applications received and for comment:

18/11053/FUL Site: West Hill Farm, Heytesbury, Salisbury, BA12 0HS

Proposal: Temporary planning permission for use of barns and associated curtilage hardstanding for building of sets and construction work for 26 weeks. Use of grassland for filming and storage/parking.

18/11394/FUL Site: River House, Mill Street, Heytesbury, Warminster, Wiltshire, BA12 0EE

Proposal: - Garden pagoda

18/11441/TPO Site: Heytesbury House, Heytesbury Park, BA12 0HG

Proposal: - Work to TPO Trees T1 - Ash tree - remove the secondary branch, previously reduced in length that overhangs the garden/ hedge of Winterbourne House back to source

Members approved the “no objection” obtained by email circulation for the three items above. Proposed Councillor Colvin, Seconded Councillor Sturmey. Voting unanimous in favour.

PC/18/98.2

19/00110/TPO Site: 99, Church Terrace Tytherington Road, Heytesbury BA12 0EQ

Proposal: - T1 - Willow - Reduce Tree by 50% - T2 - Sycamore - Reduce by 30%

Councillor Gould stayed in the room.

Members had no objection to the application.

PC/18/99 Outside Spaces Working Group

A general discussion regarding the Play Area and future requirements in respect of maintenance took place. Quotes are being sourced and two have been received so far, a further quote is required. The working group have not met recently.

Councillor Fellowes reported on the safety surface which requires some pressure washing and she asked permission to carry out the work as a volunteer. She had an offer of someone to help her. It was proposed by Councillor Sturmey and Seconded by Councillor Colvin that permission be given by members. Voting in Favour 7, Against Nil, Abstention 4, Proposal carried. All work to be carried out when the school closed.

Members discussed the outstanding bill to Broxap – contact had been made with the company by Councillor Fellowes and it was announced that the final repairs would be

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carried out next week. Once the work has been completed to a satisfactory standard, the bill will be settled.

2 benches in the Parish required varnishing to protect them. This item to be put on the working group agenda for discussion.

PC/18/100 Drainage Scheme

Dave Ogborne has responded to the Parish regarding a visit. He is retiring early in 2019 and will not be able to attend the Parish Meeting as suggested. Members asked the Clerk to respond that it would be useful for the new person in post to visit at the Parish Meeting as originally planned and requested.

PC/18/101 Rural Housing Needs Assessment –Update

It was agreed that Councillor Sturmeay would be the lead Councillor for this project and this item would be put on the next agenda to agree a timeline.

Councillor Colvin agreed to host a session to put the documents in envelopes.

Advertising and explaining the process would be essential and this could be carried out through the Parish news magazine, deadline dates for this would be 10th March and 10th April.

Social media and the Web should also be used to reach a wide audience.

PC/18/102 Wiltshire Housing Site Allocation Plan – Consultation extension. All papers circulated 15th December

Members did not feel there was anything to add to this extended consultation.

PC/18/103 Taking Action on School Journeys

Members discussed the email from a local resident regarding the request for a safer crossing zone available during school hours. The Clerk is to write to Acorn Trust, Head Teacher of Heytesbury School and the local resident to reiterate that it is for the School to prepare a Taking Action on School Journey plan and seek support from the relevant department at Wiltshire Council. Proposed Councillor Colvin, Seconded Councillor Hiscock. Voting unanimous in favour.

PC/18/104 Items for a press release or statement from the Parish Council

Comprehensive report on the budget for 2019/2020

Outline of the Housing Needs Assessment project

PC/18/105 Correspondence Issued to members 19.11.18 – 07.01.2019 Noted

Meeting Closed at 8-30pm

Heytesbury Imber and Knook Parish Council
Minutes
Tuesday 26th 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 Sturme y.

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

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 15th 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 Sturme y 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
OHQ Proposal: - Two storey extension and internal alterations

19/00138/FUL Site Location: 123A Park Lane, Heytesbury, BA12 OHE
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 Sturmey did not vote. Proposal carried.

19/01166/VAR Site: 71 High Street Heytesbury BA12 OED 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 13th February 2019.

PC/18/113.2 Members approved the following recommendations from the working group, Proposed by Councillor Sturmey 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 28th 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 29th January 2019 plus a copy of the minutes from the Committee meeting held following the AGM on 29th 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 30th April by the Clerk. The Deadline for return will be the 3rd June. Delivery will be during 3rd – 10th 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 10th 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 10th March and 10th 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

Heytesbury Imber and Knook Parish Council
Minutes
Tuesday 26th March 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 Perry (Chair), Bond, Colvin, Eastman, Gould, Hiscock, Moore, Morris and Sturmeay.

Officers: H Parks

Public and Press: Two

PC/18/120 Apologies

Apologies were received from Councillors Buttenshaw and Fellowes.

PC/18/121 Minutes

PC/18/121.1 The minutes of the meeting held on 26th February 2019 were approved and signed by the Chairman.

PC/18/121.2 Members were advised that the new tree had been planted and that the War Memorial Trust had confirmed the Parish Council were eligible for a grant. This was no guarantee that funds were available but Councillor Bond would apply.

PC/18/122 Declarations of Interest

Councillor Sturmeay declared a non-pecuniary interest in planning application 19/01765/FUL and would stay for the discussion but not vote.

Councillor Morris declared a pecuniary interest in 19/01765/FUL and would leave the room when this item was discussed.

PC/18/123 Chairman's Announcements

None

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

PC/18/124 Public Participation

PC/18/124.1 None

PC/118/124.2 None

Standing Orders were reinstated following public participation at 7.21pm

PC/18/125 Financial Information

PC/18/125.1 Payments for approval:

001251 £20.00 Acorn Education Trust Venue Hire

001252 £262.00 D Bond Cherry Tree

001253 £150.00 Heytesbury Cricket Club Grant

001254 £250.00 Knook, Heytesbury & Imber Allotment Association Grant

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001255 £550.00 Broxap – on hold due to dispute
001256 £75.00 Wiltshire Council - Signs
001257 £264.00 H Parks March Payroll
001258 £66.00 HMRC March Payroll
001259 £69.48 H Parks Printing Ink
001260 £70.00 Acorn Education Trust – Venue Hire £20 & Play Area Ann Lease £50
It was proposed by Councillor Morris and Seconded by Councillor Gould that all payments be approved. Voting unanimous in favour.

PC/18/125.2 Balances of the Bank Accounts for noting:

Treasurers Account £ 4071.69
Bus Instant Access £ 4192.75 – balance @ 27th February 2019
Village Hall Fund £4596.81
Balances @ 5th March 2019
Noted

PC/18/125.3 Monthly financial report:

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

PC/18/125.4 Village Hall Fund Account

The balance of this account, £4596.81, currently not receiving any interest, was transferred to the Parish Council and was initially raised by local residents for the provision of a village hall. Originally the funds were held in HSBC, with no mandate nor any signatories the account became dormant. The balance was eventually transferred to the Parish Council, and has been ringfenced in a separate bank account with Lloyds, earning no interest. Members discussed a variety of ways forward to enable the funds to be used for their original intention.

It was suggested that the funds could be transferred into the Capital account of the Raymond Trust. It was proposed by Councillor Colvin and Seconded by Councillor Eastman that this issue is to go on the Parish Meeting agenda in May to seek the views of local residents. Voting unanimous in favour.

PC/18/125.5 Internal Auditor

Members approved the appointment of Auditing Solutions Ltd Clackerbrook Farm, 46 The Common Bromham Wiltshire to carry out the Internal Audit for 2018/2019 on behalf of the Parish Council.

PC/18/125.6 Broxap

Noted

PC/18/125.7 Clerks Salary

It was proposed by Councillor Bond and Seconded by Councillor Morris that the Clerk be awarded the 4% pay rise which would reflect the 2018 award and 2019 award of 2% each. Current pay scale is £3960 per annum. From 1st April 2019 the annual salary will be £4118 per annum. Voting unanimous in favour.

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PC/18/126 Planning Applications

PC/18.126.1 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. Attached planning info sheet 18

Councillor Morris left the room at 7.35pm

19/01765/FUL Site Location: Duck Cottage 126 Park Lane Heytesbury BA12 0HE

Proposal: Detached double garage with storage in roof space.

Members approved the “no Objection” obtained by email circulation for the item above. Proposed Councillor Gould, Seconded Councillor Bond, Voting unanimous in favour. Councillor Sturmey did not vote

Councillor Morris returned to the room at 7.40pm

PC/18/127 Outside Spaces Working Group

PC/18/127.1 Members approved the notes from the meeting held on 12th March 2019.

PC/18/127.2 Members discussed the recommendation of the provision of signage for the fitness equipment. It was thought that the original provider of the equipment would supply this free of charge, but this is only for new installations and not retrospective. Councillor Sturmey therefore proposed that the original quote received from Mirage Signs be agreed at a cost of £98 + VAT which includes a post and fittings.

In addition, it was also agreed to write to the Acorn Trust to advise of the fencing concerns highlighted in the ROSPA report.

Proposed Councillor Sturmey Seconded Councillor Eastman, Voting unanimous in favour.

PC/18/127.3 The working group have been approached to ask if it requires any trees for planting in local community areas. As the Parish Council has no community areas, it was felt the offer couldn't be taken up. The Allotment Association would be approached. The trees were ornamental cherry.

PC/18.127.4 Members agreed not to have a stall at the fete but would volunteer if help was needed.

PC/18/128 Rural Housing Needs Assessment

Nothing new to add to the programme, but members reminded that on collection of the surveys on 30th April, preparation and issue to members will need to take place by 2nd May, delivery will need to be from 3rd – 10th May. Delivery routes prepared.

PC/18/129 Email Queries from Mr R Burgess

PC/18/129.1 Web site admin address – Members agreed that the admin address listed on the website was not suitable for all queries to the Parish Council and the Clerks details and email address are to be clearly seen on the front page to enable timely responses.

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PC/18/129.2 The second query from Mr Burgess relates to the Council's pre- planning meeting with Turleys, the Sassoon Trust's agents which was not a normal Parish Council meeting nor were the notes taken at the meeting published.

Mr Burgess sent an email to the Parish Council, through the web site and used the admin address, which is only monitored monthly. This was not received by the Clerk and therefore this matter was not responded to. Mr Burgess outlined where he thought that the Parish Council had not arranged its meeting with Turleys in an open and transparent manner. He had reported this to Wiltshire Council's Standards Committee and also sought advice from Paul Taylor the County Solicitor. The Clerk advised the members that she felt the pre planning application meeting held with Turleys was entirely lawful, the Agent was newly appointed by the Sassoon Trust and wished to establish contact with the Councillors. The meeting was a Q&A session and no decisions were made. Turleys advised the Parish Council that they wished to carry out consultation with the residents of the Parish and would advise the members when this was likely to take place, up until now, no further correspondence has been received.

Councillors discussed the situation and the following proposals were put forward: Councillor Eastman proposed and Councillor Colvin Seconded that the notes taken at the meeting were released. Voting in Favour 4 Against 5 Abstentions Nil. Proposal not carried. Councillor Bond proposed and Councillor Gould Seconded that the notes taken at the meeting were not released. Voting in Favour 5 Against 4. Abstentions Nil. Proposal carried. The Clerk advised members that should a Freedom of Information request come forward then this would be dealt with in the normal manner.

PC/18/130 Items for a press release or statement from the Parish Council.

Members asked for a press release regarding the litter pick and an update on the housing needs survey.

PC/18/131 Correspondence Issued to members 19.02.19 – 18.03.19

Noted

Issued to the members at the meeting was the draft Flood Plan which would be an agenda item in April, Councillor Morris was thanked for her hard work in producing this document. Once adopted by the Parish Council it will be published on the web site.

Meeting Closed 8.15pm

Heytesbury Imber and Knook Parish Council

Minutes

Tuesday 16th 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 Sturmey.

Present: Councillors Perry (Chair), Buttenshaw, Colvin, Eastman, Gould, Moore, Morris and Sturmey.

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 26th March 2019 were approved and signed by the Chairman.

PC/18/133.2 Councillor Sturmey 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.

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PC/18/138.5 Raymond Trust – administrator expenses

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 OHW

Proposal: Installation of stairlift to flat 38.

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 OEB

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 OEB

Proposal: Twisted Hazel tree – fell

19/02891/TCA Site Location: 99 Church Terrace Tytherington Road Heytesbury BA12 OEQ

Proposal: Willow (T8) - Fell and treat stump

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

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.

Signed:.....3

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

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

Signed:.....4

Heytesbury Imber and Knook Parish Council
Minutes
Annual Meeting
Tuesday 21st May 2019 @ 7-15pm

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

Present: Cllrs Bond, Buttenshaw, Colvin, Eastman, Fellowes, Gould, Hiscock, Moore, Morris, Perry and Sturmeay.

Councillor C Newbury, Wiltshire Council

Officers: H Parks

Public and Press: 4 members of the public and No Press.

PC/19/1 Election of Chairman for the year 2019-2020

Nominations received for Chairman put forward were Councillors Perry and Eastman. The Chairman asked if there were any further nominations, Councillor Morris asked for her name to be included.

The Clerk explained the voting to members and the Chair asked for a proposal for all three nominations to be considered. Councillor Gould proposed the three nominations, seconded Councillor Moore.

At this stage Councillor Perry withdrew her nomination. Councillor Gould was asked to amend her proposal to include the withdrawal of Councillor Perry and this was seconded by Councillor Moore. Councillor Colvin asked for a recorded Vote.

Votes for Councillor Eastman: Councillors Colvin, Fellowes, Hiscock, Sturmeay and Eastman.

Voted for Councillor Morris: Councillors Perry, Bond, Gould, Moore, Buttenshaw and Morris.

Councillor Morris was duly elected Chairman and Councillor Perry made way for the newly elected Chairman.

PC/19/2 Chairman's Declaration of Acceptance of Office

Councillor Morris duly signed the Declaration of Acceptance of Office and delivered it to the Clerk.

PC/19/3 Election of Vice Chairman for the year 2019-2020

Nominations received for Vice Chairman put forward were Councillors Bond and Sturmeay.

The Chairman asked if there were any further nominations. There were none.

The two nominations were proposed by Councillor Perry and seconded by Councillor Gould.

A majority vote for Councillor Bond approved his appointment as Vice Chairman.

PC/19/4 Apologies for Absence

None

PC/19/5 Declarations of Interest

None

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PC/19/6 Chairman's Announcements

A vote of thanks was extended to the outgoing Chairman Councillor Ann Perry and members appreciated her long-standing commitment and work on behalf of the Parish Council over a number of years.

PC/19/7 Minutes

The minutes of the meeting held on 16th April 2019 were approved and signed by the Chairman.

Standing Orders were suspended at 7.25pm to allow for Public Participation

PC/19/8 Public Participation

Bill Parks congratulated the newly elected Chairman and offered a vote of thanks for Councillor Ann Perry's contribution and service to the Parish Council during her period of tenure.

Councillor Christopher Newbury Wiltshire Council Unitary Member – also offered his thanks to the outgoing Chairman. He outlined that he had worked with Ann over a number of years and reported that she had put in a huge effort for the Parish as well as displaying great attention to detail.

He had attended the annual meeting of Wiltshire Council today and Baroness Scott had announced that she would be standing down as leader of Wiltshire Council on the 9th July 2019. There was no successor in place at the present time. It was business as usual except the recent announcements on special education, but stressed if there was any particular item that the Parish required information or help on, then he would take questions.

Standing Orders were reinstated at 7.30pm

PC/19/9 Appointments to Posts and Working Groups

The members reviewed all posts and took out those no longer relevant to current business. Some of the posts below were incorporated into the Outside Spaces Working Group. It was proposed to accept the following en-bloc by Councillor Buttenshaw and seconded by Councillor Eastman, voting unanimous in favour.

Post	Number required	Name
Army Liaison	1	Ann Perry
Website Maintenance	2	Clerk & Ann Perry
Press & Social Media	1	Clerk
Police/Neighbourhood Watch	1	Ann Perry and Leila Gould
Booking of Tables and Chairs	1	Sarah Buttenshaw
Monitoring of Footpaths & Grass verges	1	David Bond
Emergency Planning	1	Louise Morris with further discussion at a future meeting
Play Area weekly inspection	1	Trish Fellowes and Tom Eastman

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Play Area monthly written report	1	Trish Fellowes
Liaison for Parish Steward	1	Clerk
Knook Allotment Site	1	Liz Colvin
Outside Spaces Working Group	As reqd	Vanessa Sturmey, Trish Fellowes, Liz Colvin, Louise Morris and Derek Hiscock

PC/19/10 Policies & Registers

Members resolved to adopt the following updated policies, proposed Councillor Colvin, seconded Councillor Gould. Voting unanimous in favour.

- Standing Orders 2019 -2020
- Financial Regulations 2019-2020
- Terms of Reference and Delegation of Powers 2019-2020
- Asset Register March 2019

PC/19/11 The General Power of Competence

It was proposed by Councillor Perry and seconded by Councillor Gould that it meets the conditions set out in the Localism Act 2011 to qualify as an eligible parish council to use the General Power of Competence, which are:

- a) The number of members of the council that have been declared to be elected whether at ordinary elections or at a by-election, is equal to or greater than two-thirds of the total number of members of the council.*
- b) The clerk to the parish council holds the Certificate in Local Council Administration.*

Voting unanimous in favour

PC/19/12 Financial Information

PC/19/12.1 Payments for Approval:

001266 £117.60 Mirage Signs – Equipment Sign

001269 £51.18 H M Parks – Paper and Postage Stamps

001270 £290.57 H M Parks – May Payroll

001271 £72.60 HMRC – Tax May Payroll

001272 £20.00 Heytesbury PCC – Venue Hire

It was proposed by Councillor Sturmey and seconded by Councillor Eastman that the above payments were approved. Voting unanimous in favour.

PC/19/12.2 Balances of Accounts for noting:

Treasurers Account: £8,696.06

Bus Instant Access: £4,193.12 Balance @ 9 April

Village Hall Fund £4596.81

Balances @ 30 April

Noted

PC/19/12.3 Monthly Financial Report

Members received the monthly report outlining the current position of spend against budget allocated year to date and includes the monthly reconciliation.

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PC/19/12.4 Insurance Renewal

Members approved the renewal of the Parish Council's policy and agreed payment of £1,094.37 being year two of the three-year approved business agreement. Proposed Councillor Colvin, seconded Councillor Gould. Voting unanimous in favour.

PC/19/12.5 WALC Subscription

Members approved the annual subscription to WALC and payment of £342.64. proposed Councillor Buttenshaw, seconded Councillor Gould. Voting unanimous in favour. Members asked to be reminded of contact details and access to website.

PC/19/12.6 Grant Applications

Members discussed the application and Councillor Buttenshaw proposed support for £229 for a new strimmer and associated items, seconded Councillor Perry. Voting in Favour 9, Against 1, Abstention 1. Proposal Carried.

PC/19/13 OSWG

PC/19/13.1 Members approved the notes of the meeting held on 9 April 2019, Proposed Councillor Sturmey, seconded Councillor Eastman. Voting unanimous in favour.

PC/19/13.2 Members approved the recommendations as follows, Proposed Councillor Eastman seconded Councillor Colvin. Voting unanimous in favour.

- Knook Allotment Association to tidy up the boundary area with the road
- Replace the bin by the school and put a larger one at the Mill - with damage to two post mounted bins, it may not be possible to carry out the request at this time. The Parish Steward has fitted the new bases for bins whilst in the Parish this week.
- Replace two broken dog poop boxes with spares - agreed but new boxes will now need to be purchased to cover other areas. This is to be discussed at the next working group meeting.
- The council explores the permissive use of highway land in the 3 area's mentioned which are an area of land opposite the school, Tytherington Triangle and an area near St Johns. The Clerk will ascertain the relevant licenses or permission and this item is to be brought back to the working group once identified.

PC/19/14 Planning Applications

14.1 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.

19/03570/FUL Site Location: Park Farm Park Lane Heytesbury BA12 OHE

Proposal: Proposed alterations to the barn/annexe at Park Farm

No Objection

19/04248/LBC Site Location: Park Farm Park Lane Heytesbury BA12 OHE

Proposal: Proposed alterations to the barn/annexe at Park Farm

No Objection

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19/03958/FUL Site Location: The Old Surgery 60 High Street Heytesbury BA12 0ED
Proposal: Demolition of existing rear single storey extension and erection of a new rear single storey extension. Insert conservation roof lights. Remove the existing Velux window.
No Objection

19/04569/LBC Site Location: The Old Surgery 60 High Street Heytesbury BA12 0ED
Proposal: Demolition of existing rear single storey extension and erection of a new rear single storey extension. Removal of the bedroom flat ceiling, to expose the roof structure above, and to insert conservation roof lights. Remove the existing Velux window. Damp treatment to the front wall and side returns of the house, at ground floor. Break out the parquet floor and concrete beneath to the kitchen, and install a lime-based floor, with limestone tiles and underfloor heating. Insertion of an en-suite at first floor level.
No Objection

PC/19/15 Community Led Housing Project
Noted

PC/19/16 New Drainage Scheme

It was established that further discussion and consultation with the Parish would be needed before any firm decisions were made on this subject. It was a disappointment that a representative from Wessex Water would not be able to attend the Parish Meeting scheduled for 28th May. Councillor Newbury commented on previous schemes that never came to fruition through the Wylie valley. He said in the "70 s, Warminster Rural District Council were planning to install mains drainage for the Wylie valley but local government reorganisation intervened" and outlined that there would be personal cost and likely ongoing costs for sewage provision. Equally members of the Parish expressed concern that tenants in ex council housing were paying far more for the service they currently have than many others. There was also comment on changes to legislation in 2020. More research is to be undertaken and Councillors Colvin and Eastman would form a working party to gather more information based on the form issued by Wessex Water with a view to returning this item to a future agenda.

PC/19/17 Items for a press release or statement from the Parish Council

A press release would be issued to announce the new Chairman of the Parish Council.

PC/19/18 Correspondence issued to members

Noted

PC/19/19 Internal Audit

Members received and noted the Annual Internal Audit Report for 2018-2019. One recommendation was issued in relation to the Council's Risk Register.

PC/19/20 Annual Governance and Accountability Return 2018/2019 Part 2

PC/19/20.1 Councillor Buttenshaw proposed and Councillor Moore seconded that Members approve the annual governance statement as outlined in Section 1 of the Annual Return. Voting unanimous in favour.

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PC/19/20.2 Councillor Sturmey proposed and Councillor Colvin seconded approval of the accounting statements as outlined in Section 2 of the Annual Return. Voting unanimous in favour.

The Chairman and Clerk signed the Annual Governance Statement and the Chairman signed the Accounting Statements.

The Clerk is setting the commencement date for the exercise of public rights as Monday 17th June 2019.

The Certificate of Exemption was completed and Signed by the RFO and Chairman.

Members received a copy of the Receipts and Payments for the Year Ended 31st March 2019.

The meeting closed at 8.23pm

Heytesbury Imber and Knook Parish Council
Minutes
Tuesday 25th June 2019 @ 7-15pm

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

Present: Cllrs Bond, Buttenshaw, Colvin, Eastman, Fellowes, Gould, Hiscock, Moore, Morris & Perry.

Officers: H Parks

Public and Press: None

PC/19/21 Apologies

Apologies received from Councillor Sturmeay.

PC/19/22 Minutes

PC/19/22.1 Minutes

The minutes of the meeting held on 21st May 2019 were approved and signed by the Chairman.

PC/19/22.2 Matters Arising

None

PC/19/23 Declarations of Interest

None

PC/19/24 Chairman's Announcements

None

PC/19/25 Public Participation

PC/19/25.1 None

PC/19/25.2 None

PC/19/26 Financial Information

PC/19/26.1 Payments for approval:

001273 £31.50 H Parks

001274 £40.00 Acorn Education

001275 £300.00 M Champness NeatnTidy

001276 £216.00 Auditing Solutions I

001277 £47.58 H Parks

001278 £229.00 PCC of Heytesbury

001279 £7.00 H Parks Coates

001280 £290.17 H Parks

001281 £72.60 H M Revenue & Customs

It was proposed by Councillor Gould and Seconded by Councillor Fellowes that the above payments were approved. Voting unanimous in favour.

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PC/19/26.2 Balances of the Bank Accounts for noting:

Treasurers Account £ 6229.62 Balance @ 4th June

Bus Instant Access £ 4193.29 Balance @ 9th May

Village Hall Fund £ 4596.81 @15th June

Noted

PC/19/26.3 Monthly financial report

Members received the monthly report outlining the current position of spend against budget. Councillor Fellowes signed the monthly reconciliation.

PC/19/26.4 Village Hall Fund

Councillor Gould proposed and Councillor Colvin Seconded the proposal to close the bank account and transfer the sum of £ 4596.81 to the Raymond Trust Capital Account as approved by those in attendance at the recent Parish Meeting. A letter of closure was signed by the relevant signatories to the account to submit to the bank.

PC/19/26.5 Grant Application

Members discussed the application from Heytesbury Social to support the event planned for 2019. Last year was a success and a small balance had been retained to start the event for this year. Funds raised last year also supported the WWI commemoration event. Councillor Hiscock proposed supporting the grant, Seconded Councillor Fellowes. Voting in Favour 9. Against 1. Abstention Nil. The sum of £210 approved.

PC/19/27 Planning Applications

19/05600/TCA Site Location: 61-62 Little London Cottage, High Street, Heytesbury, BA12 0E

Proposal: - TG1 Group of 4 Lawson Cypress trees. Reduce height by approx. 30%

T1 Apple tree, reduce the crown by 40%. T2 Elder fell. T3 Elder, reduce to 10 foot.

19/05548/TCA Site: Church Farmhouse, Tytherington, BA12 7AD

Proposal: - Crown Lift 7 Lime Trees to 10 Metres from Ground Level and Remove Epicormic Growth (T1-T7), Crown Lift 2 Lime Trees to 6 Metres from Ground Level (T8 -T9)

It was proposed by councillor Buttenshaw and Seconded by Councillor Gould that there were No Objections to both applications for tree works. Voting unanimous in favour.

PC/19/28 Outside Spaces Working Group

PC/19/28.1 Members approved the notes from the meeting held on 11th June 2019. It was requested in future that the Clerk record this as a report and not notes.

PC/19/28.2 Recommendations from the working group:

Members discussed the quotation for repairs to the Play Area equipment at £970 + materials. After a detailed discussion, it was proposed by Councillor Fellowes and Seconded by Councillor Colvin that the Parish Council accepts the quotation from JWL Installs Ltd to carry out all repairs plus the cost of materials, but that no work is undertaken on the Rota Web. Voting in Favour 8. Against 1. Abstention 1. Proposal carried.

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Make application to Warminster CATG for a metro count near the School, the Church and The Angel, and the entrance to the village from the A36. Proposed Councillor Gould, Seconded Councillor Colvin. Voting unanimous in favour. Members were also reminded of the potential cost should a reduction in the speed limit be taken up. This is likely to be approximately 25% of £3000.

The complaint regarding rats infesting a neighbouring property to the allotment site has not been satisfied and members believe that the problem stems from the sewage works not being re-instated by Selwood. It was agreed that a site visit would take place to review and consider the grass cutting issue. Those attending would be Councillors Morris, Colvin, Eastman, Bond, Fellowes and the Clerk. The Clerk would circulate an email to decide a suitable date and time and this would take place before the next meeting where it would be brought back to the agenda.

PC/19/29 Rural Housing Needs Assessment

Noted

PC/19/30 VE Day 75th Anniversary Event May 2020

Councillor Buttenshaw had an objection to running an event in the Parish due to the history in the villages. No decisions have been made at this time.

PC/19/31 A36 Collision information

Members discussed their concerns regarding recent activity on the A36 and particularly the Chittern junction. It was proposed by Councillor Colvin and Seconded by Councillor Buttenshaw that a letter be written to Highways England regarding the current situation taking into account all members views. These were to be emailed to the Clerk so that a letter could be composed and circulated for agreement. Voting unanimous in favour.

The Clerk would also seek feedback from Codford Parish Council on the outcome of their meeting with Dr Andrew Murrison MP, regarding the A36.

The new signs had been delivered to the Vice Chairman which outlined that the roads were not suitable for diverted HGV's and these were held by Councillor Bond and Gould. Set up of the signs following an accident or diversion would be at Park Street and on the entrance to the village.

PC/19/32 Meeting Dates

The Chairman asked members to consider an amendment to the meeting scheduled for November 26th and amend this to December 3rd. Approved.

PC/19/33 Items for a press release or statement from the Parish Council.

A press release would be issued regarding the transfer of the Village Hall fund.

PC/19/34 Correspondence Issued to members 16.05.2019 – 17.06.19

Noted.

Meeting Closed at 8.21pm

Signed3

Heytesbury Imber and Knook Parish Council
Minutes
Tuesday 23rd July 2019 @ 7-15pm

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

Present: Cllrs Bond, Buttenshaw, Colvin, Eastman, Fellowes, Gould, Morris, Perry and Sturmeay.

Officers: H Parks

Public and Press: 1 member of the public.

PC/19/35 Apologies

Apologies received from Councillor Moore

PC/19/36 Minutes

PC/19/36.1 The minutes of the meeting held on 25th June 2019 were approved and signed by the Chairman.

PC/19/36.2 Matters Arising

None

PC/19/37 Declarations of Interest

None

PC/19/38 Chairman's Announcements

None

Standing Orders were suspended to allow for public participation at 7.17pm

PC/19/39 Public Participation

PC/19/39.1 Mr Anthony Wilson spoke on item 12 Heytesbury Sports Fields. He copied his notes for all members and outlined that he thought this was the last chance to secure in perpetuity the 12 acres of Heytesbury Park and the playing fields for the benefit of the village.

PC/19/39.2 To receive any petitions or deputations.

None

Standing Orders were reinstated at 7.21pm and the members agreed to bring item 12 forward as the next item for discussion.

PC/19/40 Heytesbury Sports Fields

Councillor Sturmeay announced that she had met with the two sports clubs, Heytesbury Football and the Cricket Club who were both concerned with the future of the land and whether they would be able to secure licenses to continue running their clubs. She was

Signed.....1

concerned that following meetings last year with new agents nothing further has come forward. The Sassoon Trust intimated that they would amend the plans for a prospective village hall, and reduce the size, taking into account all of the comments put forward to the planning authority.

When the last plans were withdrawn, no reason was given by the developers/trust as to why. There was a detailed discussion on the plan being outside the policy limits and there seemed to be no likely agreement to planning unless social housing was proposed.

Councillor Sturmey proposed that the Parish Council proactively engage with the Sassoon Trust about the security of tenure for the two sports clubs, writing a letter to this effect. Following more discussion, Councillor Sturmey agreed to withdraw this proposal.

Councillor Sturmey put forward a new proposal, asking that the Parish Council write a general letter of enquiry to the Sassoon Trust about their plans for the Parkland. Seconded Councillor Eastman. Voting unanimous in favour.

PC/19/41 Financial Information

PC/19/41.1 Payments for approval:

001282 £20.00 Acorn Education Trust

001283 £210.00 Heytesbury Social

001284 £83.18 H Parks

001285 £290.37 H Parks

001286 £72.60 HMRC

It was proposed by Councillor Gould and Seconded by Councillor Perry that the above payments were approved. Voting unanimous in favour.

PC/19/41.2 Balances of the Bank Accounts for noting:

Treasurers Account £ Balance @ £6229.62 @4th June

Bus Instant Access £ Balance @ £4193.29 @9th May

Village Hall Fund £ 4596.81 @15th June. *Confirmation has now been received that this account balance has transferred to the Raymond Trust.*

These are the same balances reported in June – no updated statements have been received by the Clerk.

Noted

PC/19/41.3 Monthly financial report:

Noted

PC/19/42 Planning Applications

19/06209/TCA Site Location: River House Mill Street Heytesbury BA12 0EE

Proposal: - T1 Sycamore, recent large branch loss. Reduce all lateral branches by up to 1.5 metres where required to reduce branch end weighting.

No objection

19/06507/FUL Site Location: 46 High Street, Heytesbury, BA12 0EB

Proposal: - Two storey side extension with single storey lean-to at rear (revision of 19/02809/FUL)

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Councillor Bond proposed and Councillor Eastman Seconded, objecting to the plans on grounds of overdevelopment of the site and not in keeping with the character and conservation of Heytesbury High Street.

The site was originally home to two large chestnut trees which were still on the land until the 1990's. The trees provided shelter for union meetings with farm workers and this was one of the reasons why this site was previously declared a "heritage site".

Voting in Favour of the objection 7. Against 1. Abstention 1.

PC/19/43 Substantive Highways Scheme Fund

The members had no suitable projects to put forward.

PC/19/44 Winter Preparations

Councillor Fellowes will check the salt bins and provide details to the Clerk on those which require filling. There was no requirement for any new equipment due to the stocks already held.

Members felt that a future press release to the parish about stocks might be useful. It was also suggested that plastic scoops be purchased and kept by members living nearest the salt bins, to use when required.

PC/19/45 Community Land Trust (CLT)

Members were not against CLT's in principle but at this stage they felt waiting for the results of the Housing Needs survey would be better. It was resolved to defer this item to the September meeting.

PC/19/46 Community Governance Review

Not required.

PC/19/47 Allotments

PC/19/47.1 Grass Maintenance

The grass has now been cut and stirmed, but the area highlighted for maintenance was not in a good state and it was identified that the area suffered with rutted soil and many bricks buried in the land. Some of the area needs tidying and it was felt that Selwood had not reinstated the ground properly. There is also a 4ft metal lid, found on the site which the members did not know why this was in situ.

Councillor Gould proposed that the Parish Council write to Selwood and ask for their comments and seek an offer for flattening the site. The Parish Clerk to write to idverde asking for the cost of adding this to the monthly contract. Seconded Councillor Colvin.

Voting unanimous in favour.

PC/19/47.2 Tenancy Agreement

Members approved the Tenancy Agreement with one amendment. (a) The rent for the land shall be £1 per annum if demanded. Proposed Councillor Colvin, Seconded Councillor Gould. Voting unanimous in favour. The Chairman would sign the agreement once updated on behalf of the Parish Council and the Association will need to countersign.

PC/19/48 Items for a press release or statement from the Parish Council.

None. Members did not wish to comment on the playing fields to the press at this time. It was suggested that the press contact the sports clubs direct.

PC/19/49 Parish Tables and Chairs

Heytesbury Social would like permission to borrow the Parish table and chairs on Sunday 1st September – Agreed.

PC/19/50 Correspondence Issued to members 18.06.2019 – 15.07.2019

Noted

Meeting closed 20.41pm

Minutes
Parish meeting for Heytesbury Imber & Knook
Joint Parish Meeting for
the Civil Parish of Heytesbury and the Civil Parish of Knook
Friday 6th September @ 6.30pm
Heytesbury School

The Parish Council Chairman
Councillor Mrs Louise Morris in the Chair

Present: Councillors D Bond, E Colvin, T Eastman, T Fellowes, L Gould, D Hiscock, L Morris, A Moore, A Perry and V Sturmeay.
Cllr C Newbury Wiltshire Council.

Officers: H Parks

Public & Press: 78 members of the public from the Civil Parish of Heytesbury and 7 members of the public from the Civil Parish of Knook.
Representatives from the Warminster Journal and Wiltshire Times.

1. Welcome and Apologies

The Chairman welcomed all attendees and outlined that the agenda had been set by those electors calling for the meeting. Everyone in attendance could speak to put forward their views or comments. Apologies were received from Councillor S Buttenshaw.

2. Village Hall Provision - To discuss the possibilities of a village hall in Heytesbury.

There was a general discussion about provision of a Village Hall and many of the people in attendance felt that there would be benefit for a hall.

A general view was that the likely cost of a hall would be in excess of £400K and more likely to be £600K. Where would this money come?

What options are open to the Parishes? Could a hall be built onto the Red Lion? It was discussed that this option had been considered in the past and rejected by the brewery.

What about using the school grounds? It was felt that the school would need to have exclusive use during the day and this would limit access for potential clubs. There was not enough parking as the school had difficulty with picking up and dropping off on normal days.

Some people asked why do we need a village hall? The only time we congregate is to discuss this issue.

Who will use a village hall?

Has anyone thought of renting a Nissan Hut from the Army? – this was discounted due to security issues with access.

Signed:

Why wasn't the church being considered? The Church are planning to insert a small pod within the church for small meetings but it won't be equivalent to a Village Hall.

Long time residents of the Parish mentioned that many schemes had come forward in past years only to be thwarted at the last minute by objectors.

Comments from the floors thought that the several village halls in neighbouring villages were losing money, Sutton Veny was doing well because the school used the hall for school dinners.

What would happen to the Raymond Trust funds? – The finances are split into Capital and Income and can be used to satisfy the objectives in the original deeds. The income is for the benefit of the inhabitants of the Parish.

A comment was made to the meeting about a group running at St Johns not being supported, many attendees felt that better advertising could be achieved to improve the situation.

Cllr Tom Eastman said that as a Parish Councillor, he was part of a group of volunteers who ran the Parish Council and all who are looking for genuine views in order to get a clear idea of what the majority wishes. Councillor Colvin also expressed her agreement to the Parish delivering a clear view on its wishes. He also thought that the success or failure of a village hall was about the village supporting one and getting the community behind it.

3. Purchase of Land - Should the members of the joint Parish Council in their capacity as trustees of the Raymond Trust purchase a field to the west of the village with a view to raising funds estimated as £400K to build a village hall?

The Chairman gave an update on the proposed purchase of land. The Raymond Trust became aware that a piece of land was being offered for sale by auction on 12th September 2019 and considered whether this would be a suitable site to build a village hall with car parking. Due diligence commenced and investigations took place on the suitability of the site in terms of cost, constraints and covenants. A pre-planning application was submitted and advice taken from solicitors on the auction pack and valuation. Finally, a consultation exercise was set up for the Joint Parish. The Raymond Trust met last night where it was announced that the land had been taken out of Auction and sold privately. The Chairman was able to announce that the land has been bought by and returned to Westover House. She also added that based on the facts from the due diligence exercise, both the trust Solicitor and Surveyor and the pre-planning application, it was likely that the Trust would not have bid for the land.

4. Sassoon Trust - Should the joint Parish Council open negotiations with the Sassoon trustees who have proposed an enabling development of houses south of Park Street in return for giving the village a hall and the twelve acres north of Park Street with their sports pitches to the village in perpetuity.

Councillor Sturmey introduced this item, and thanked those who called the meeting and arranged it. After the Parish Council objected 6-5 to the last planning application in December 2017 to build a village hall and 23 homes, 7 of which were to have been social houses for local people, the Sassoon Trust wrote to the Parish Council and said they were keen to liaise with them so that its

views were reflected in the reapplication. The Sassoon Trust felt they were on their way to addressing concerns which were:

Size – it was agreed that the proposed was too big. Car park improvements would have followed with a reduction in the size of the hall.

Appearance – the proposed was out of character with the surrounding area, something more on traditional lines could be brought forward.

Pedestrian access – what is already in place would be protected and the comments received considered.

The Sassoon Trust had incurred considerable cost and it could not continue to expend on a scheme that did not have full village support. Councillor Sturmey said that to understand the village support, a referendum by Parish Poll would be called and provided a question for consideration.

Councillor Sturmey then read a few sentences from a Sassoon email to the Parish Council dated 20th Sept 2018, which advised that "Their agents (Turleys) will report to the Sassoon trustees, who will decide, either:

a) a new application to be progressed to achieve the endowment, or

b) the proposal be abandoned and the sites put into a joint venture arrangement with a national developer to lobby for total residential development

There followed a discussion about potential problems with planning consent as the proposed area is outside the village planning boundary.

Councillor Christopher Newbury, Elected Wiltshire Council representative spoke on planning policy. He outlined that officers always give answers based on planning policy, but there are two ways the applications can be considered. Officers will make decisions on the development plan. The other way is to have planning applications called in by the elected members. At Wiltshire Council we still have a local planning committee and applications are discussed and agreed by the committee which may go against planning policy. Surrounding villages have called in various applications which have been agreed this way, and Councillor Newbury gave an example. He said "the key is to know what the Parish wants and at this time Heytesbury does not have a clear view."

There is limited planned development in small towns and villages. This issue could be part of a Parish Plan which could override the policies set by Wiltshire Council. There are difficulties with the sports fields, the present Core Strategy doesn't particularly support development because it is keen to keep as recreational land. The difficulty in the Parish Council negotiating with the Sassoon Trust is that the Parish Council can't offer anything. The Parish Council is only a consultee on planning applications and not the decision maker; Wiltshire Council is the Planning Authority.

A discussion took place on the land classed as sports fields, if someone owns the land and licences it for recreation, that land has got established use. If this was changed would the land be unclassified as sports fields and lost to the Parish?

Many people wanted to know why the Parish Council had turned down the original offer from the Sassoon Trust – it was outlined that the application by the Sassoon Trust was withdrawn. New agents were appointed (Turleys) and they met with the Parish Council to discuss the many objections that had been submitted to Wiltshire Council planning. It was hoped that if they could answer some of the objections, and get support for a new plan, this might come forward. This has not progressed further. The Parish Council did write to the Sassoon Trustee in July 2019, asking

what plans they might have for the land where the sports fields are and at this time the Parish Council has not received a reply.

Many felt that this option should have been explored and were upset that it hadn't.

Could the trustees of the Sassoon Trust be relieved of the land and the village raise funds to build a hall?

If a village hall was gifted and this failed, would the land and buildings go back to the Sassoon Trust?

Does the Raymond Trust have enough funds to kit out a village hall?

Could the poll ask how people are going to use a new village hall? – this couldn't be included in the poll question, but could be part of future consultation.

A local mother asked "What are my children going to do in future if the recreation fields are lost, where are they going to go? Everything is expanding and we need housing for local people, we lost a good opportunity with earlier plans"

The Secretary of Heytesbury Football Club (Mr Martyn Spratt) spoke on the issue of the cricket and football clubs, they only had licenses to May 2020 and the long-standing clubs could be lost. There are lots of people using the space, children, dog walkers and last week's gathering demonstrated the need. The space is maintained by the clubs and this is a village asset. This is not just about a village hall.

Councillor Ann Perry said that she had spoken to the Sassoon Trust and asked if they would sell the land to the Parish, and it was a no. Other people have also approached and there has not been a positive response.

Before moving onto the next agenda item, the Chairman asked the audience whether there were any further questions or comments and whether everybody felt they had had the opportunity to express their views. The Consensus was yes.

5. Forum

There were no questions submitted for the forum.

A Poll was requested by the two Parishes and the electors identified to satisfy the legislation and these are detailed below. The question was put to the meeting and the last sentence was slightly amended to reflect that by working or negotiating with the Sassoon Trust on planning issues, the Parish Council and Trustee of the Raymond Trust would not be able to confirm that planning would be guaranteed. There was also some discussion on having a shorter question, but it was important and those coming forward to vote at the poll would have a clear idea of what was being asked.

The estimated cost of a poll for the two parishes is expected to be in the region of £2100 – £2500 and will be charged to the Parish Council.

Electors for the Civil Parish of Heytesbury called for a Parish Poll to ask the question: Do you agree that the members of the Parish Council in that capacity and as trustee of the Raymond Trust should work pro-actively and constructively with the Sassoon Trust to deliver to the village a village hall and in perpetuity the twelve acres of parkland north of Park Street including the cricket and football pitch. This might be possible by an enabling development of houses to the South of Park Street.

This request was proposed by Vanessa Sturmeay, "Garstons Bungalow", Park Lane, Heytesbury BA12 0HE, and agreed by the Chairman Louise Morris.

Patricia M D Fellowes
Vanessa J Sturmeay
Josephine C Sneddon
Rodney Mullins
Krishnakali Sinha

Denise M Williams
Colin I Dipper
Derek J Hiscock
Robert G Burgess
Andrew G Moore

Electors for the Civil Parish of Knook called for a Parish Poll to ask the question: Do you agree that the members of the Parish Council in that capacity and as trustee of the Raymond Trust should work pro-actively and constructively with the Sassoon Trust to deliver to the village a village hall and in perpetuity the twelve acres of parkland north of Park Street including the cricket and football pitch. This might be possible by an enabling development of houses to the South of Park Street.

This request was proposed by Anthony Wilson, "Bunters", Knook BA12 0HL and agreed by the Chairman Louise Morris.

Anthony Wilson
Dean A Garnett
Robert J Pottow
Denis M Pictor
Wendy S Arbery

The Chairman thanked everyone for their attendance and patience during the proceedings, the meeting closed at 8.15pm

Signed:

Heytesbury Imber and Knook Parish Council
Minutes
Tuesday 17th September 2019 @ 7-15pm

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

Present: Councillors Bond, Buttenshaw, Colvin, Fellowes, Hiscock, Moore, Morris (Chair), Perry and Sturmeay.

Officers: H Parks

Public and Press: 2 members of the public and no Press

PC/19/51 Apologies

Apologies received from Councillors Gould and Eastman.

PC/19/52 Minutes

PC/19/52.1 The minutes of the meeting held on 23rd July 2019 were approved and signed by the Chairman.

PC/19/52.2 Matters Arising

None

PC/19/53 Declarations of Interest

None

PC/19/54 Chairman's Announcements

Following the recent Parish Meeting held for both Civil Parishes of Knook and Heytesbury, the request for two polls has been accepted and will be run by Wiltshire Council. Once dates are known for the polls, the information will be published.

Standing Orders were suspended to allow for public participation at 7.19pm

PC/19/55 Public Participation

PC/19/55.1 None

PC/19/55.2 None

Standing Orders were reinstated following public participation at 7.20pm

PC/19/56 Financial Information

PC/19/56.1 Payments for approval:

001287 £876.00 JWL Installs Repairs to Play Equipment

001288 £250.00 M Champness Footpath maintenance

001289 £290.37 H Parks August Payroll

001290 £72.60 H M Revenue & Customs August Payroll

001291 £238.28 idverde Ltd Grounds Maintenance August

001292 £290.37 H Parks September Payroll

001293 £72.60 H M Revenue & Customs September Payroll

Signed.....1

It was proposed by Councillor Colvin and Seconded by Councillor Fellowes that the payments be approved. Voting unanimous in favour.
Councillor Sturmey commented that the final bill from JWL Installs was approximately £100 less than the original estimate.

PC/19/56.2 Balances of the Bank Accounts for noting:

Treasurers Account £4914.70 Balance @ 1st August
Bus Instant Access £4193.64 Balance @ 9th July
Noted

PC/19/56.3 Monthly financial report:

Members received the monthly report and the monthly reconciliations for June and July were signed by Councillor Sturmey.

PC/19/56.4 Parish Poll costs

Members discussed the potential costs of the Parish Polls which are estimated to be £2100-£2500 and reviewed budget lines to ascertain what cuts might be possible this financial year, to release funds. Nothing was decided but the areas for consideration were the audit and insurance lines, as final bills for these had been paid. There were reserves to call upon and as the year progressed, the IT and training budget lines were highlighted.

PC/19/56.5 Internet Banking

Members were in agreement that methods need to be updated for payment of bills. It was proposed that Internet banking would be set up and the Clerk would be the Service Administrator, as outlined in the Financial Regulations, 6.15. The Bank Mandate will also specify which members will authorise payments once set up. A debit card would also be provided to the Clerk 6.18, for purchases for the running of the Parish Council. Proposed Councillor Bond, Seconded Councillor Buttenshaw. Voting unanimous in favour.

PC/19/56.6 Financial Regulations 2019

Councillor Colvin proposed to adopt the updated Financial Regulations (hard copy given to all members) Seconded Councillor Buttenshaw. Voting unanimous in favour.

PC/19/57 Planning Applications

PC/19/57.1 Applications received and for comment:

19/06859/FUL

Site Location: Unicorn Cottage Park Lane Heytesbury BA12 0HE

Proposal: Alterations and conversion of outbuilding to annexe for a dependant relative.

Comment by email: No objection but it was hoped that a separate address would not be created.

19/07256/FUL

Site Location: Quebec House High Street Heytesbury BA12 0ED

Proposal: Retention of works for replacement of roof over outhouse, enclosure of open area to create veranda and replacement of gable boarding.

Email No Objection

Signed.....2

19/07807/TCA

Site Location: 18A Little London Heytesbury BA12 OES

Proposal: Goat Willow tree – fell

Email No Objection

The three applications listed above were submitted by email and councillor Colvin Proposed, Councillor Perry Seconded approval of the decisions. Voting unanimous in favour.

19/07805/FUL

Site: Land north of Quebec Barn, Salisbury Plain, West Chisenbury

Proposal: - The temporary use of land on Salisbury Plain for the purposes of filmmaking. The construction of a temporary 'set build' area, comprising the associated preparation, construction and deconstruction, of a temporary set for a 'two storey farmhouse' and 'small scenic developments'

Councillor Colvin proposed, Councillor Perry Seconded, No Objection. Voting unanimous in favour.

19/08318/TCA

Site Location: 4 Cotley Place Heytesbury BA12 OHT

Proposal: T1 Walnut, crown lift to 12 feet all round

Councillor Colvin proposed, Councillor Perry Seconded, No Objection. Voting unanimous in favour.

PC/19/58 Chittern Junction

Members were still concerned at the number of accidents on the A36 and also the problems at this junction which is the B390. Some work has taken place after referral to the CATG, but members were not sure what could be done to improve the situation. It was thought that traffic lights would help, but after the temporary lights were installed whilst utility work was undertaken recently, it caused chaos.

Members felt that they would like somebody to talk to them about the suggestions and what might be achievable.

It is believed that a safety study was carried out by Highways England, but the Parish Council had not seen any results from this.

With the usage of Knook Camp busy for most of the year, it was also felt that the army should be involved. The movement of their vehicles was an additional factor in the movement of traffic generally.

As the CATG had been helpful with the original referral, it was proposed by Councillor Colvin that the issue was raised again with the group, to see what could be achieved and whether they could assist in the reduction of the speed limit in the area of Knook Camp. Seconded Councillor Perry. Voting unanimous in favour.

A spate of accidents recently had again caused traffic to be diverted through the village and the Parish Council's local signage was deployed, but the police still diverted unsuitable traffic though. The local team have been contacted but the police have announced this is not a subject that they are responsible for.

A member would attend the next CATG meeting, which is scheduled for 26th September, but the Clerk wasn't sure whether this could be added to the agenda by then.

PC/19/59 Knook Allotments

PC/19/59.1 Tenancy Agreement

It was proposed by Councillor Fellowes and Seconded Councillor Sturmeay that the map replacement took place as requested by the association. This should enable the tenancy agreement to be signed. Voting unanimous in favour.

PC/19/59.2 Grass Maintenance

The Clerk was still awaiting a quote from idverde but, had been assured that this would be received soon. It had also been arranged to get the grass cut later this week or early next week at the site.

The Chairman met with Selwood Housing today and they confirmed that the land had been flattened and restored to its original state in February, and since then it was believed that vehicle parking had possibly caused the rutting. Selwood could not arrange to carry out any further work and they had assumed that the area would be maintained by the Parish Council.

There was a general discussion on what the Parish Council should do on the site, and there were differences about what was their responsibility. The association is in its early days and it was felt that they would not be able to deal with the cutting of the grass.

The members resolved to bring this back to a future meeting with the quote for the additional cut, when it would be discussed again.

PC/19/60 Housing needs Assessment

Councillor Sturmeay asked that one addition was made, page 4, Knook Village – Knook is a civil parish in Wiltshire England.

There was a general discussion on the results and it gives a good indication of the potential need of the village in terms of housing support. Many long-time residents, owner occupiers, over age 65, were in favour of new housing.

The housing register doesn't reflect the need and maybe residents have not put themselves forward to be on the housing list. Perception is that they may not get housing locally and be forced to move to an area they didn't want.

What are the next steps and how should the Parish Council use the information?

It was accepted that the information should be used in making decisions.

A Community Land Trust route could also be a possibility.

Councillor Colvin proposed adoption of the Housing Needs Survey Report dated June 2019.

Seconded councillor Hiscock. Voting in Favour 9. Against Nil. Abstention 1.

Proposal carried.

PC/19/61 Neighbourhood Tasking Group

Members noted the detail of the last meeting and that in future the NTG would be run directly by the Area Board. Members would try and ensure attendance to bring forward any issues. The next two meetings of the Area Board are:

14.11.19 Warminster Civic Centre

09.01.20 Warminster Civic Centre

PC/19/62 Web site

Members acknowledged that this continued to be work in progress and the original host server had to be renewed until the new web site was completed and this item would come back to the Parish Council for further discussion. Equally the new web site would enable the provision of emails.

PC/19/63 Items for a press release or statement from the Parish Council.

None

PC/19/64 Correspondence Issued to members 16.07.2019– 9.09.2019

Noted

The meeting Closed at 8-20pm

Heytesbury Imber & Knook Parish Council
Minutes
Tuesday 22nd October 2019 @ 7-15pm

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

Present: Councillors L Morris (Chair) D Bond (Vice Chair), S Buttenshaw, T Eastman, P Fellowes, L Gould, A Moore, A Perry and V Sturmev.

Officers: Parks

Public and Press: 13 members of the public and no press.

PC/19/65 Apologies

Apologies received from Councillors Colvin and Hiscock.

PC/19/66 Minutes

PC/19/66.1 The minutes of the meeting held on 17th September 2019 were approved and signed by the Chairman.

PC/19/66.2

None

PC/19/67 Declarations of Interest

None

PC/19/68 Chairman's Announcements

"My husband and I had a planning appeal for a double garage recently refused by Wiltshire Council. A Wiltshire Times article last week, titled "No-go ahead for Heytesbury garage" was gloatingly posted on the Heytesbury Hub under the guise of an interesting news feed. An updated version of this article was posted on line at the Wiltshire Times by journalist John Baker. It was re-titled "No-go for Parish Chairs garage.

The inference is that somehow me being the Chair of the Parish Council is anyway relevant to our planning application.

It is not.

My husband and I put in a planning application for a double garage. I declared a pecuniary interest when it came to the Parish Council as a consultee. I left the room; I did not hear the debate or the vote. We followed all the usual procedures with Wiltshire Council planning, through to appeal, and we are disappointed to have the application turned down by Wiltshire Council. This is now a matter for us to decide how we take this forward.

This is a private matter, involving real people in this village, not a story, and this coverage has been an infringement. I have asked the journalist for an explanation and I am less than impressed with his justification.

Signed.....1

A combination of gutter press reporting by the Wiltshire Times and the ill-intended posting and promoting of this article by the editor and publisher of the Heytesbury Hub Facebook page, Councillor Sturme, is an exploitation of what is a private matter and is unacceptable.”

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

PC/19/69 Public Participation

PC/19/69.1

Anthony Wilson – circulated a statement to comment on item 8.1 and 8.2 Parish Poll Results. He felt that this a last chance to strike a deal with the Sassoon Trustees to gain a maximum gain for the village and to secure a village hall and housing whilst saving the sports pitches. He set in motion the Parish Poll and he now supports the view that it is up to the Raymond Trust to work with the Sassoon Trust and experienced trustees should be appointed. The negotiation with the Sassoon Trust should be carried out by a sub-committee answerable to the Raymond Trust. Representatives to be appointed from various interested sections of the village.

Luke Woods – challenged the information given by A Wilson and wanted evidence. Felt that the cost of the Parish Poll, being 25% of the Parish Council budget, was a waste of money.

Peter Simcox – talked about the bad feeling in the village.

Giuseppe Wheeler – informed the Parish Council about the 5-year housing allocation plan and advised members that full development would come if the housing land supply could not be managed.

Peter Sides – spoke on his grant application for the Bonfire event. Last year was a washout and the event made £800 to keep in the pot for the start of this year. The grant would support the whole event and assist in continuing to hold reserves to cover all eventualities.

Rob Robson – Heytesbury & Sutton Veny Cricket Club – was disappointed by the continued use of the Cricket Club name in flyers that were being posted within the village. We have 56 members and 3 live in the village. We are there at the generosity of the Sassoon Trust and the ground has a history. We have remained quiet but stop using the Cricket Club as a pawn.

PC/19/69.2 None

Standing Orders were reinstated following public participation at 7.35pm

Members agreed to bring forward to two items discussed in Public Participation and the details of the Bonfire grant were discussed first but are recorded in the finance section.

PC/19/70 Parish Poll Results

PC/19/70.1 Next Steps Councillor Morris led the discussion and put forward a proposal.

“The result of the poll was very close. This is not a clear and overwhelming mandate of huge

Signed.....2

support from the Parish. Councillor Newbury indicated at the public meeting that projects, such as this, outside village boundaries, needed to have overwhelming total support – over 90% in Codford to get their development through planning.

The Sassoon Trustees have previously indicated they would need to see “an overwhelming clamour from the village” there was not last time and I don’t think the poll says that now.

However, the poll question has been carried. There was a majority, however marginal, and in the spirit of democracy and respecting the result of the poll **I propose:**

The Parish Council write to the Sassoon Trust inviting them to engage with the Parish Council with regard to their intentions for the land and any future planning proposals they may have. Seconded Councillor Perry.”

Councillor Fellowes felt that the Sassoon Trust will only negotiate if we put ideas forward.

Councillor Sturmey said that a lot of people are concerned about the housing. “We have had a Housing Needs Survey and 11 houses are needed and identified. The referendum result is a small majority and we are now starting again from scratch. We need a better letter than sent previously and we need to work with them.”

Councillor Moore said that “we were due a response from the Sassoon Trust and maybe they don’t want to engage and may not believe it is a serious approach. We need an outsider to negotiate for us.”

Councillor Morris read out her proposal again and added that no letter would be sent to the Trustees, but brought back to the next meeting for debate and decision.

Voting in favour of the proposal was unanimous.

PC/19/70.2

Councillor Fellowes proposed: A subcommittee should be formed to try and establish where divisions exist, what the key blockers are and where there is ground for compromise to achieve consensus. This information can then be presented to a future Parish Council meeting for agreement or further work before a formal approach is made by the Parish Council to the Sassoon Trust or their advisors to initiate meaningful discussions and negotiations.

Seconded Councillor Sturmey.

Councillor Fellowes spoke to the proposal and wanted to canvas everybody in the village on their views. There had been talk about a Village Hall committee in the past and could this be resurrected?

Generally, members felt that the previous proposal to write to the Sassoon Trust should take place first before any further decisions are made.

Voting in Favour 3. Against 5. Abstention 1. Proposal not carried. Members did outline that this proposal could come back at a future date for further debate and once contact had been established with the Sassoon Trust.

PC/19/71 Financial Information

PC/19/71.1 Payments for approval:

001294 £49.99 A Perry Web Hosting

001295 £80.93 H Parks Stamps

001296 £40.00 Acorn Trust Room Hire

001297 £238.28 idverde Ltd Sept Grounds Maintenance

001298 £115.80 Play Safety Ltd Rospa Inspection

001299 £134.14 H Parks Toner for Printer

001300 £274.57 H Parks October Payroll

001301 £68.60 H M Revenue & Customs

Councillor Buttenshaw proposed approval of all payments. Seconded Councillor Fellowes.
Voting unanimous in favour.

PC/19/71.2 Balances of the Bank Accounts for noting:

Treasurers Account £8602.36 Balance @ 30 September

Bus Instant Access £4194.00 Balance @ 9 September
Noted.

PC/19/71.3 Monthly financial report:

Members received the monthly report, and the monthly reconciliation for September 2019 was signed by Councillor Moore.

PC/19/71.4 Clerks Salary

Noted.

PC/19/71.5 Heytesbury Bonfire Committee – Grant request

This item was discussed straight after public participation and Councillor Gould proposed, Councillor Fellowes Seconded support for a grant of £250 towards this year's event. Voting unanimous in favour.

PC/19/72 Planning Applications

PC/19/72.1 Applications received and for comment:

19/09694/TCA

Site: Harcourt, Mill Street, Heytesbury BA12 0EE

Proposal: - Sycamore - Crown thinning, crown lifting & crown reduction of 4 feet.

No Objection

PC/19/73 Outside Spaces Working Group (OSWG)

PC/19/73.1 Report from the OSWG – Members received the report from the meeting held on 1st October. There was a discussion on the provision of dog boxes and bags. This would be discussed at the next working group meeting.

PC/19/73.2 Recommendations from Report – It was proposed by Councillor Sturmeay and Seconded by Councillor Fellowes that thank you letters x 2 be prepared, with full details supplied to the Clerk to enable these to be sent.

Purchase 1 Gallon of clear wood varnish and apply for a Section 96 Licence on the area of land opposite St Johns. Voting unanimous in favour.

PC/19/73.3 Rospa Safety Inspection Report

Members were pleased with the report and only minor works required. A great deal of attention had been given to the equipment over the last 12 months. No further decisions made.

PC/19/73.4 Grass Cutting Park Street/Mantles Lane

Members decided not to make any changes to the grass cutting schedule.

The request was noted.

PC/19/74 Chitterne Junction and A36

Noted

PC/19/75 Flood Workshop

Noted

PC/19/76 VE Day

Councillor Perry announced that the PCC are planning to organise an event, the plans are in their infancy but a service is to be held in the church, and refreshments in the form of a hog roast are being considered. Tickets to be sold to fund. The feeling is with residents that this should be a celebration.

Noted.

PC/19/77 Items for a press release or statement from the Parish Council.

None

PC/19/78 Correspondence Issued to members 10.09.2019 – 14.10.2019.

Noted

Meeting closed at 8.21pm

Heytesbury Imber & Knook Parish Council

Minutes

Tuesday 3rd December 2019

@ 7-15pm

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

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

Officers: H Parks

Public and Press: 2 members of the public and no press.

PC/19/79 Apologies

Apologies were received from Councillor Sturmeay.

PC/19/80 Minutes

PC/19/80.1 The minutes of the meeting held on 22nd October 2019 were approved and signed by the Chairman.

PC/19/80.2 None

PC/19/81 Declarations of Interest

None

PC/19/82 Chairman's Announcements

The Chairman announced that Bill Parks Head of Service Highways and Streetscene, would speak at Public Participation regarding long range weather forecasts and flood preparations.

Standing Orders were suspended to allow for public participation at 7-19pm

PC/19/83 Public Participation

PC/19/83.1 Bill Parks Wiltshire Council thanked the members for the opportunity to speak. He wanted to make the Parish aware that long range weather forecasts had indicated that groundwater levels were higher than 4/5 years ago. He recommended dusting off the flood plan, use the equipment held in the Parish and be aware of potential issues. Local knowledge plays a part and encourage those who may be at risk to take measures to protect their own property.

N.B. *The Parish holds an emergency stock of Gel bags and on average, 10 bags per household are thought to be required to support the prevention of water into properties. Contact the Parish direct for stocks if required.*

PC/19/83.2 None

Standing Orders were reinstated following public participation at 7-25pm

Signed.....1

PC/19/84 Financial Information

PC/19/84.1 Payments for approval:

001302 £220.48 idverde Ltd

001303 £34.00 The Royal British Legion Poppy Appeal

001304 £36.00 The Royal British Legion Poppy Appeal

001305 £250.00 Heytesbury Fireworks Fund

001306 £68.80 HM Revenue and Customs

001307 £274.37 H Parks - November Payroll

001308 £40.00 Acorn Education Trust

Direct Debit £40.00 Information Commissioner Office Subscription

Councillor Gould proposed approval of all payments. Seconded Councillor Perry. Voting unanimous in favour.

PC/19/84.2 Balances of the Bank Accounts for noting:

Treasurers Account £7510.49 Balance @ 31 October

Bus Instant Access £4194.17 Balance @ 9 October

Noted.

PC/19/84.3 Monthly financial report:

Members received and Noted the monthly and the monthly reconciliation for November 2019 was signed by Councillor Gould.

PC/19/84.4 Budget 2020-2021 – the first draft of the proposed budget for the next financial year was submitted with options to consider before making the final decision. The Clerk has also estimated the election expenses from the recent Parish Polls.

All reserves have now been used to fill gaps in the last two years expenditure. The baseline tax figure is 349.22 band D properties.

Option 1: The projected budget for next year is £14060

Carry forward Ear Marked Reserves of £1800

Deduct predicted VAT refund £600

Deduct predicted Bank Balance £599

Net Budget requirement £14,661 an increase of 24.07% £41.98 per band D property.

Option 2:

Do not carry forward any Ear Marked Reserves of £1800

Deduct projected Vat refund £600

Deduct projected bank balance at the year-end £599

Net Budget requirement £12,861 an increase of 8.8% £36.83 per band D property.

Councillor Perry requested a recorded vote for her proposal that she would put forward.

She had been approached by residents who said they could not afford any increase this year in the precept. She felt that a financial burden had been placed on residents last year with a substantial increase. There was a lot of discussion on the actual increase and members were advised that the final draft would come before them again in January to make the final decision.

Signed.....2

There was a lively discussion on the pros and cons of both budget proposals, and about items that could be removed or reduced. One section was grant funding and whether this could be taken out completely and be sourced from the Raymond Trust in future. It would be important to keep this separate from Parish Council business.

The play equipment on the school field would need replacing and in previous years, the precept had not put funds aside for this.

The desire to purchase a speed indicator device (SID) was not included in the precept and this would add an additional £4k to the budget. The results of the recent metro count were not known yet and if the results do not fit the criteria, the installation of a SID would not be agreed.

Councillor Perry proposed that Option 2 is supported, and the intended budget be:

Do not carry forward any Ear Marked Reserves of £1800

Deduct projected Vat refund £600

Deduct projected bank balance at the year-end £599

Net Budget requirement £12,861 an increase of 8.8% £36.83 per band D property.

Voting in Favour: Councillors Perry, Buttenshaw and Hiscock

Against: Councillors Gould, Fellowes, Colvin, Moore, Eastman, Morris and Bond.

Proposal not carried.

Councillor Colvin put forward a proposal for Option 1 and the re-draft brought back to the January meeting for final discussion:

The projected budget for next year is £14060

Carry forward Ear Marked Reserves of £1800

Deduct predicted VAT refund £600

Deduct predicted Bank Balance £599

Net Budget requirement £14,661 an increase of 24.07% £41.98 per band D property.

Voting in Favour 6

Against 3

Abstention 1

Proposal carried.

PC/19/85 Planning Applications

PC/19/85.1 Applications received and for comment:

19/10708/TCA

Site Location: Bridge House Tytherington Road Heytesbury Warminster Wiltshire BA12 0EF

Proposal: Crown lift Holly Tree by 1 metre

Decision by Email No Objection. Members ratified the No Objection submitted.

For Decision:

19/10029/FUL

Site Location: 47 High Street Heytesbury BA12 0EB

Proposal: Replace 3 windows and front door at front of the property.

N Objection

Signed.....3

19/10716/TCA

Site Location: Bridge House Tytherington Road Heytesbury BA12 0EF

Proposal: Reduce width of Hedge by 50% as on plan only.

No Objection

PC/19/86 5 Year Housing Land Supply

Members accepted the information supplied by the unitary member and agreed that no further action would be taken at this time.

PC/19/87 Payphones Consultation

The members proposed to defend the closure of the Payphone and put forward reasons for keeping it:

- Mobile signal is poor in the village and in difficult weather conditions is often lost.
- Young people still use the phone box on a regular basis.
- The Payphone is situated near an accident black spot close to the A36
- Power cuts are often experienced, and this payphone is a lifeline
- Knook Army Camp is situated close by and the visiting troops use the payphone.

Councillor Morris proposed commenting on the consultation and supplying the reasons given in the interest of keeping the payphone. Seconded councillor Hiscock. Voting unanimous in favour.

PC/19/88 Sassoon Trust

Members could not decide on the final wording and after protracted discussion it was agreed to bring this back to the January meeting, which was proposed by Councillor Morris, Seconded Councillor bond, Voting in Favour 7 Against Nil Abstention 3. Proposal carried.

PC/19/89 Kissing Gate Westlands

Members resolved to accept the offer from Wiltshire Council Highways to cut off the gate and cut back the hedge which would improve accessibility.

PC/19/90 Meeting dates 2020 for Parish Council and Raymond Trust

Members agreed the dates for meetings in 2020:

Parish Council	Raymond Trust
2020	
January 21	
February 25	February 25
April 21	April 21
May 19 Annual Meeting	
May 26 Parish Meeting	
June 23	June 23
July 21	
September 15	September 22 AGM
October 20	
December 8	
2021	
January 19	

Signed.....4

PC/19/91 Parish Council Communication

This item is to be deferred to the January meeting.

PC/19/92 Allotments

Noted

PC/19/93 Items for a press release or statement from the Parish Council.

None

PC/19/94 Correspondence Issued to members 15.10.19 – 24.11.19 For Noting

Noted

Meeting Closed at 8-40pm