

Minutes of a meeting of the Parish Council held on **Thursday 19th October 2017** at the Memorial Hall, Dilton Marsh at 7.30 pm.

Present: Cllr Irving, Cllr Johnson, Cllr Short, Cllr Jarvis, Cllr Howells, Cllr Morland, Cllr Harris, Cllr Hutt, Cllr Roberts and Cllr Page

In attendance: Nicola Duke (Parish Clerk), Wiltshire Councillor Wickham, Kirsty Rose (Wiltshire Council), Mr Taylor and 8 members of the public.

Public Forum

Paul Taylor (Project Manager, on behalf of Network Rail) – reported that Dilton Marsh station was to be extended over the Christmas period, with the platforms being lengthened and some health and safety issues being attended to. Letter drops would be done for those people who would be affected and the impact on neighbours would be kept to the bare minimum. Mr Taylor would email plans of the work to the clerk. It was confirmed that some of the work would need to be undertaken during the night – from Sunday 12th November to Friday 17th November. The blockade of the station would be over the Christmas week.

Clive Short – spoke to members regarding agenda item 2292d) and the plans for the erection of a storage shed at the Memorial Hall, outlining the improvements which had been undertaken and were planned for the Hall. Mr Short reported on the issues which had been experienced with the planning application for the storage unit and, following research by planning officers, it had been confirmed that if the parish council owned the land or was prepared to be 'gardeners' and maintain the land around the proposed unit this would grant permitted development rights. It was confirmed that there would be no expectation on the parish council to carry out any further duties in relation to the Memorial Hall – the trustees would continue to maintain the land.

Cllr Howells - spoke to the proposals for the highway works at Tower Hill and requested that consideration of the issue be deferred until the Head of Highways had responded to queries which had been submitted by residents of Tower Hill. The Chairman highlighted the time constraints of making a decision given that the work was planned for December 2017 and reported that the parish council was required to officially comment on the proposals.

Amanda Griffiths – spoke to the proposals for the highway works at Tower Hill and questioned the legality of the meeting given that residents had not been informed that Wiltshire Council would be present. She stated the view that given residents were in touch with Wiltshire Council a decision should not be made until the investigation had been concluded. She highlighted the need for a properly facilitated meeting to enable the correct decision to be made. She spoke to the difficulties which had been experienced over the years and the cancellation of work at short notice and highlighted the dangerous nature of the road. She asked the Council to reject the plans.

Alan Bergmann – stated that residents at Tower Hill were working hard to reach a compromise with Wiltshire Council. Ms Rose had stated that there could be no solid division for pedestrians due to the danger which would be presented to cyclists. He stated the view that the pedestrians were being penalized for a hypothetical situation which rarely existed and asked the Council to give serious consideration to a proper pedestrian zone.

Ashley White – stated the view that the recent plans for Tower Hill did not address the two objectives - to slow speed and protect pedestrians. She reported that vehicles paid no attention to the current white lines and expressed the view that the proposed red lines would have no effect.

Cllr Wickham – spoke to funding which had been secured for the Tower Hill works. The capital funding in excess of £40,000 had already been rolled over for one year and he stated that the work planned for December would now be cancelled. He stated that he could not guarantee that the capital fund would be rolled over for

another year. A number of schemes had been developed, none of which had met with full approval. He highlighted the technical difficulties associated with the proposals for Tower Hill.

Cllr Howells – in response to Cllr Howells’ question relating to the finances for the scheme Cllr Wickham clarified that the allocated funds should have been spent in the financial year during which it was allocated, Cllr Howells also expressed concern over the issue of tractor access. .

Kirsty Rose – in response to the concern over the required access for tractors confirmed that Wiltshire Council could not prevent the access for tractor movements into the field.

Alan Bergmann – asked whether the bollard area could be made smaller. Ms Rose stated that moving the bollard up would improve the visibility but relocating to the Hisomley side of the bridge was not possible due to tractor movements and the obstruction of the field access. She noted that other options would restrict residents’ access to their properties. Cllr Jarvis asked whether traffic lights would work and Ms Rose reported that the cost of these would be prohibitive and even if the funding was available would still restrict the carriageway for tractors. Ms Rose spoke regarding pedestrian safety reporting that there had only been one reported injury collision since 2004 which involved two vehicles. She also confirmed that Network Rail did not want a pavement constructed. This was due to the depth of the construction which would be required against the bridge.

Cllr Wickham – stated that Wiltshire Council would suspend the works, he would endeavor to get the funding rolled over and would arrange for a meeting with residents.

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| 2287 | <p>Apologies for absence Apologies for absence were received from Cllr David Middleton due to another engagement, which were accepted.</p> |
| 2288 | <p>Declarations of Interest and Dispensations to Participate None.</p> |
| 2289 | <p>Co-option of Parish Councillors Following the Ordinary Election of 4th May 2017 it was noted that the parish council had two vacancies. An expression of interest had been received from Angie Gibbs and members would be asked to consider co-option of a new member at the November meeting of Council. It was agreed that Mrs Gibbs would email some information regarding her application to the Clerk, which would be circulated with the agenda papers.</p> |
| 2290 | <p>Minutes The minutes of the Meeting of the Parish Council held on 21st September 2017 were approved and adopted with one amendment (proposed Cllr Short, seconded Cllr Page).</p> |
| 2291 | <p>Parish Council reports</p> <ul style="list-style-type: none"> • Wiltshire Councillor Jerry Wickham – drew attention to Wiltshire Council’s Waste Management Strategy and encouraged members to respond to the consultation. Cllr Howells sought clarification regarding the licenses for household recycling centres and it was confirmed that these were free and permitted 12 visits to the centre per annum. The Council was considering levying a charge for any items which were not essentially household waste. Cllr Morland asked whether Cllr Wickham could look into the provision of Household Recycling Centre’s in Westbury. Cllr Wickham stated the view that it was extremely unlikely a centre would be established in Westbury. Cllr Wickham confirmed that there would be a local plan consultation commencing in the next month but stated that this should not impact on Dilton Marsh. It was also confirmed that the Electoral Commission was due to commence a review of the boundaries in Wiltshire as there was a wish to even out the number of electorate each councillor represented. This could result in a reduction of the 98 Wiltshire Councillors. • Community Policing Team – no report. • Community Area Board – nothing additional to report. • Community Area Transport Group – there had not been a meeting. |

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| 2292 | <p>Planning applications</p> <p>a) Members resolved the Council's comments on the below applications</p> <table border="1" data-bbox="315 178 1523 310"> <tr> <td data-bbox="315 178 550 310">17/09417/FUL</td> <td data-bbox="550 178 857 310">6 Clearwood Dilton Marsh</td> <td data-bbox="857 178 1523 310">Single storey timber orangery to rear No objection</td> </tr> </table> <p>b) To agree the comments to be sent to Wiltshire Council in respect of any planning applications received after 12 October 2017</p> <table border="1" data-bbox="315 449 1523 716"> <tr> <td data-bbox="315 449 550 716">17/09926/FUL</td> <td data-bbox="550 449 857 716">Fairwood Cottage, 36 Fairwood Lane Dilton Marsh</td> <td data-bbox="857 449 1523 716">Erection of oak framed detached ancillary annex to garden area Given that the response deadline was the 16th November it was agreed to seek a short extension and consider the application at the November meeting.</td> </tr> </table> <p>c) To consider any further planning matters and updates not appearing elsewhere on the agenda - it was confirmed that the street name for the development off 52 High Street had been confirmed as Weavers Close.</p> <p>d) Dilton Marsh Memorial Hall – members considered information received in the Public Forum from Mr C Short re: the storage shed project and the request that the parish council take responsibility for the maintenance of the land was approved, with it being noted that this maintenance would be outsourced to the Memorial Hall Committee (proposed Cllr Irving, seconded Cllr Johnson).</p> | 17/09417/FUL | 6 Clearwood Dilton Marsh | Single storey timber orangery to rear No objection | 17/09926/FUL | Fairwood Cottage, 36 Fairwood Lane Dilton Marsh | Erection of oak framed detached ancillary annex to garden area Given that the response deadline was the 16 th November it was agreed to seek a short extension and consider the application at the November meeting. |
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| 2293 | <p>Planning decisions, appeals and enforcements</p> <p>Members noted the planning and enforcement decisions, notices and updates as listed:</p> <table border="1" data-bbox="315 1157 1523 1461"> <tr> <td data-bbox="315 1157 550 1325">17/07387/ADV</td> <td data-bbox="550 1157 972 1325">Cuckoos Rest Fairwood Road Dilton Marsh</td> <td data-bbox="972 1157 1523 1325">Proposed roadside standing entrance sign Refused</td> </tr> <tr> <td data-bbox="315 1325 550 1461">17/06685/FUL</td> <td data-bbox="550 1325 972 1461">Dilton Vale Farm Old Dilton Road Dilton Marsh</td> <td data-bbox="972 1325 1523 1461">Erection of four bay garage and granny annexe over Approved with conditions</td> </tr> </table> <p>Cllr Morland referred to the application for the 26 dwellings off Mane Way had been refused and the clerk would confirm this for members.</p> | 17/07387/ADV | Cuckoos Rest Fairwood Road Dilton Marsh | Proposed roadside standing entrance sign Refused | 17/06685/FUL | Dilton Vale Farm Old Dilton Road Dilton Marsh | Erection of four bay garage and granny annexe over Approved with conditions |
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| 2294 | <p>Neighbourhood Plan</p> <p>The Working Group reported that there was a meeting scheduled for 1st November 2017 with the Steering Group. The clerk reported that she was working on the grant application and would confirm the attendance of the link officer from Wiltshire Council. It was agreed that a report from the Steering Group would be established as a regular agenda item.</p> | | | | | | |
| 2295 | <p>Finance</p> <p>a) Council expenditure as listed below was approved (proposed Cllr Irving, seconded Cllr Hutt).</p> <p>b) Members received an update on the bank signatory arrangements, noting that this had still not been resolved with Lloyds Bank. It was agreed the clerk would issue the previously prepared cheques to the Chair in order that the second signatory could sign them.</p> | | | | | | |

- c) Information from Wiltshire Council re: precept setting 2018/2019 had been circulated to members and was noted.

| Payee | Details and statutory power | Amount | Cheque no |
|----------------------------|-------------------------------|---------|-----------|
| Clerks Salary | October 2017 LGA 1972 s112 | £437.90 | 1576 |
| Clerks expenses | October 2017 LGA 1972 s112 | £42.60 | 1577 |
| HMRC PAYE | October 2017 LGA 1972 s112 | £109.50 | 1578 |
| Dilton Marsh Memorial Hall | Hall hire LGA 1972 s133 | £25.00 | 1580 |

2296

Highways and Environment

- a) To note any progress on highway and environment projects – it was noted that the clerk would arrange a meeting of the Highways and Traffic Group.
- b) To note any matters needing attention and to agree the actions necessary – Cllr Harris reported on the increase in traffic movements, a recent count had recorded 584 vehicles passing through the village between 8.30 and 9.30 am. It was reported that there had not been significant work carried out at Tower Hill and it was agreed that the clerk would contact BT to reflect this concern. It was reported that the drains were flooding in Petticoat Lane and the clerk would report this to Wiltshire Council. It was agreed that the completed work sheets from the Parish Steward would be forwarded to the clerk. Cllr Page reported on overhanging vegetation at 11 Fairways. Cllr Roberts would submit this to Wiltshire Council.
- c) Proposed pedestrian improvement scheme, Tower Hill –the proposals had been received from Wiltshire Council and members discussed the suggestion of Cllr Wickham (as detailed in the Open Forum) noting the risk that the funding for the works may be lost if the project was deferred. Cllr Howells stated the view that the works should not be supported until the majority of Tower Hill residents were content with the proposals. Following discussion members felt that, given the contentious nature of the proposals, there was no option but to defer the plans. The course of action proposed by Cllr Wickham – that the work be suspended and a meeting with residents be arranged – was therefore endorsed (proposed Cllr Irving, seconded Cllr Harris). It was confirmed that the parish councillors would be informed of the date and time of the planned residents meeting in order to attend if they so wished. *(7 for, 1 against and 2 abstentions)*

2297

Parish Projects

Members received the following reports:

- a) Defibrillator – it was confirmed that the Memorial Hall Committee had given permission for the unit to be fitted on the front of the building. Installation information was required in order to establish the location. The clerk would liaise with Cllrs Harris and Hutt accordingly. It was noted that a training session for use of the unit would be arranged following installation. The Chair reported that the W.I was planning to provide some general first aid training.
- b) Telephone box – members considered any required refurbishment and future usage for the kiosk. This was ongoing and members were asked to submit ideas for usage to the clerk. A report would be taken to the November meeting. The clerk would add this to the next edition of the Dilton News to seek ideas from the public.
- c) War memorial and milestone – the Clerk reported that she had sought three quotations for the cleaning of the war memorial and two responses had been received a) Nick Johnson at £240 and b) CDL Stone at £945. Given the disparity in quotes the clerk would request work specifications and method statements. Members also considered the plans for the tidying of the memorial for Remembrance Sunday and it was agreed that Cllr Johnson take the lead on carrying this out. It was resolved that the parish

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| | <p>council would donate the sum of £100 to the Royal British Legion for the provision of the wreath (proposed Cllr Irving, seconded Cllr Johnson).</p> <p>d) Parish council logo –the Clerk reported that the school competition had not, as yet, generated any entries. The school had indicated that it would endeavor to tie this in as a class project after the October half term.</p> <p>e) WW1 Commemorative Tree Planting – Cllr Harris provided an update on the tree planting project and drew attention to the deadline of 30 November for submitting a bid for trees. The bids would be assessed in January 2018 and the planting weekend was scheduled for 10 and 11 November 2018. The Woodland Trust would allocate the type of tree. It was agreed that Cllrs Harris, Page, Johnson, Jarvis and Howells would prepare a proposal for consideration at the November meeting.</p> |
| 2298 | <p>Dilton Marsh Playing Field</p> <p>a) Dilton Marsh Play Area – the Clerk reported that a pre-installation meeting with Kompan was being arranged and a firm date for the work would be set at that meeting.</p> <p>b) Playing Field – members considered issues relating to access to electricity and vehicular access, which had been referred from September meeting. Cllr Hutt spoke to the agenda item outlining the problems which had been experienced due to the lack of hard standing onto the playing field. It was also difficult obtaining the electricity supply from the container to the beer tent. It was agreed to refer these issues for fuller discussion to a future meeting of the Council.</p> |
| 2299 | <p>Council Reports</p> <p>Members received reports from:</p> <p>a) The Chairman – spoke regarding the distribution of the bulbs for planting - Cllr Johnson would plant at Petticoat Lane, Cllr Howells would plant the roundabout. Members were encouraged to collect bulbs from Cllr Page. It was agreed to put a notice in Dilton News to thank Mole Valley Farmers for the donation of the bulbs.</p> <p>b) Members:</p> <p>Cllr Page – reported that a Dilton Marsh Halt sign was being auctioned at Chippenham Auctioneers. It was noted that this would be discussed at the History Society meeting.</p> <p>Cllr Morland – referred to the email regarding the consultation on the war memorial and asked for the clerk to add to the next agenda and request an extension on the consultation deadline from Historic England.</p> <p>Cllr Harris – PSCO Wright had sent information pertaining to the small field beyond the Firs, damage had been done by a group of youths and the police were making regular visits.</p> <p>Cllr Hutt – a Big Breakfast was scheduled for Saturday 28th November, a charity gig on 11 January.</p> <p>c) The Clerk – no report.</p> |
| 2300 | <p>Correspondence</p> <p>Wiltshire Council re: Expectation on Councillors to notify as Data Controllers (previously circulated) – it was noted that Wiltshire Council had confirmed this information had not been intended for parish and town councils.</p> |
| 2301 | <p>Meeting schedule</p> <p>The date and time of the next meeting was noted as Thursday 16th November 2017 at 7.30pm</p> |

There being no further business the meeting was closed at 9.50 pm.