

Dilton Marsh Parish Council

Clerk to the Council: Ms Nicola Duke
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Minutes of a meeting of the Parish Council held on **Thursday 16th November 2017** at the Memorial Hall, Dilton Marsh at 7.30 pm.

In attendance: Cllr Irving (Chair), Cllr Johnson, Cllr Middleton, Cllr Jarvis, Cllr Harris, Cllr Short, Cllr Morland, Cllr Roberts, Cllr Hutt, Cllr Page and Cllr Gibbs.

Present: Nicola Duke (Parish Clerk) and 3 members of the public.

Public Forum

Ms Evans– addressed members regarding application **17/10418/OUT** for a swimming pool at land east of 19 Clivey explaining the changes from the previous application and speaking to the background of the project. She confirmed that the building had been redesigned and relocated and additional fencing and landscaping had been provided. The applicant then spoke to the need for local swimming provision and the interest which had been expressed in using the facility by the Fairfield Farm College and the Primary School. In response to a question, Ms Evans clarified that the second application for change of use was a fall back position should the main application be refused. She confirmed that this would enable the buildings to be developed for leisure/storage use under general permitted development powers. The level of usage for the pool was confirmed at a maximum of 25, with the majority of classes being small with 4 pupils. Private bookings would also be permitted.

2302	Apologies for absence Cllr Howells due to holiday, which were accepted. Wiltshire Councillor Wickham had sent apologies due to another engagement, which were noted.
2303	Declarations of Interest and Dispensations to Participate Cllr Page declared an interest in planning application 17/10418/OUT for land east of 19 Clivey as a near neighbor. Cllr Irving personal interest in the above listed application as trustee at Fairfield College (given its expression of interest in the use of the pool) but noted that there was no personal benefit involved. Cllr Middleton declared his interest in the same application as the Chair of Acorn Trust.
2304	Co-option of Parish Councillors Following the Ordinary Election of 4 th May 2017 members considered the co-option of parish councillors to fill the two vacant seats. Mrs Angie Gibbs had expressed an interest in joining the Council and had submitted an application. It was proposed by Cllr Irving, seconded by Cllr Short and resolved to co-opt Mrs Angie Gibbs as a member of the parish council. Cllr Gibbs signed her declaration of acceptance of office and joined the table.
2305	Minutes The minutes of the Meeting of the Parish Council held on 19th October 2017 were approved for accuracy and adopted (proposed Cllr Short, seconded Cllr Johnson). Cllr Morland expressed concern at the level of detail recorded in the public forum element of the. He stated the view that names of speakers should be recorded with a brief summary of statements made. Members felt that some of the detail was informative.

2306	<p>Parish Council reports</p> <ul style="list-style-type: none"> • Wiltshire Councillor Jerry Wickham – had presented his apologies for absence. • Community Policing Team – no report. • Community Area Board – the next meeting was scheduled for the beginning of December and Cllr Harris was due to attend. • Community Area Transport Group – the next meeting was scheduled for 17th November 2017. It was noted that there were no items relating to Dilton Marsh listed on the agenda. Cllr Irving reported that she could not attend the meeting and other members were invited to attend if they wished.
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2307	<p>Planning applications</p> <p>a) Council's comments on applications received and not previously responded to as listed below –</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 15%;">17/09926/FUL</td> <td style="width: 35%;">Fairwood Cottage 36 Fairwood Road Dilton Marsh</td> <td style="width: 50%;"> <p>Erection of oak framed detached ancillary annex to garden area</p> <p>No objection - Ancillary nature of the application to be reflected in the conditions (proposed Cllr Morland, seconded Cllr Middleton).</p> </td> </tr> <tr> <td>17/10418/OUT</td> <td>Land east of 19 Clivey Dilton Marsh BA13 4BB</td> <td> <p>Outline application for private/commercial swimming pool with landscaping reserved (resubmission of 17/02611/OUT)</p> <p>Support. (proposed Cllr Middleton, seconded Cllr Jarvis).</p> <p>Members noted that the development would result in traffic generation and that this was likely to add to the existing problems of speeding. The traffic issue would be referred to the Highways and Traffic Working Group.</p> </td> </tr> </table>	17/09926/FUL	Fairwood Cottage 36 Fairwood Road Dilton Marsh	<p>Erection of oak framed detached ancillary annex to garden area</p> <p>No objection - Ancillary nature of the application to be reflected in the conditions (proposed Cllr Morland, seconded Cllr Middleton).</p>	17/10418/OUT	Land east of 19 Clivey Dilton Marsh BA13 4BB	<p>Outline application for private/commercial swimming pool with landscaping reserved (resubmission of 17/02611/OUT)</p> <p>Support. (proposed Cllr Middleton, seconded Cllr Jarvis).</p> <p>Members noted that the development would result in traffic generation and that this was likely to add to the existing problems of speeding. The traffic issue would be referred to the Highways and Traffic Working Group.</p>
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b) Comments to be sent to Wiltshire Council in respect of any planning applications received after 9 November 2017:

17/10530/FUL	The Prince of Wales Inn, High Street, Dilton Marsh, BA13 4DZ	<p>Erection of a detached dwelling with alterations to the existing car park and entrance way</p> <p>Deadline for comment – 8 December 2017</p> <p>Objection (proposed Cllr Irving, seconded Cllr Short).</p> <ul style="list-style-type: none"> • The proposal would result in a reduction of car parking provision for the pub, threatening its viability. The pub is a valued community asset and should be protected as the last pub in the village. The proposed development would therefore have a detrimental effect on social facilities. • The access to the proposed development
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			<p>would be through the pub car park and this would create vehicular access difficulties, generating safety issues.</p> <ul style="list-style-type: none"> • The reduction in the car parking for the pub would result in consumers being forced to park on the road. The road is extremely busy and fast, especially on the corner approach out of/into the village and this would generate significant road safety issues. Wiltshire Council is asked to note that the car park at the pub is already fully utilised during events such as the skittles nights, Morris dancing, bbq's and quiz nights. • The proposals represent over development of the site. • The reduction in outdoor seating to create car parking spaces would have a negative impact on the viability of the pub. The reduction in car parking would also threaten the regular events held at the pub, again having a negative impact on the viability of the pub. • The plans would require the rubbish from adjacent properties to be moved to the pavement (due to planned grass verge) and this will impact the safety of children waiting for the bus stop.
	<p>17/09740/PNCOU</p>	<p>Land east of 19 Clivey, Dilton Marsh, BA13 4BB</p>	<p>Change of use of agricultural buildings to be improved and marketed as a potential leisure/private gym, start-up business units or storage and distribution units. Parking to be provided for up to 10 cars and the number of staff or gym members on site at one time to be limited to 15.</p> <p>It was noted that this application had been permitted by Wiltshire Council.</p> <p>It was agreed to submit a retrospective objection on the grounds of highway safety – as the use of the buildings for storage and/or distribution would result in traffic generation on an already busy and fast road (proposed Cllr Middleton, seconded Cllr Harris).</p>
			<p>c) To consider any further planning matters and updates not appearing elsewhere on the agenda – the Chair reported on some local concern regarding the commercial activities at Fairwood Lakes, as the facilities were being advertised and used for public use as opposed to holiday use. This was creating traffic issues and was not in line with the planning permission. It was agreed that the clerk would contact the enforcement department to clarify the situation.</p>

<p>2308</p>	<p>Planning decisions, appeals and enforcements To note planning and enforcement decisions, notices and updates as listed:</p> <p>None received at time of issue.</p>																																				
<p>2309</p>	<p>Neighbourhood Plan Members received an update on the initial meeting of the Neighbourhood Plan Steering Group held on 1st November 2017 and the minutes had been circulated to members. The minutes were approved and adopted by the Parish Council (proposed Cllr Harris, seconded Cllr Middleton).</p> <p>Cllr Harris gave a report on the meeting. It was noted that specific groups for each area of the plan had been established, although the traffic and transport group had lost two of its three members, with the third member asking to join another group. It was agreed that the Highways and Transport Working Group would now take the remit of addressing highway and traffic issues for the neighbourhood plan. Cllr Middleton had prepared a spreadsheet which groups were now working on to identify and prioritise issues for the plan. The next meeting was scheduled for 30 November 2017. Cllr Middleton was working on a shared platform for hosting the information. The group would prepare the Terms of Reference at its next meeting. The council members were due to meet with the planning liaison officer at Wiltshire Council and the clerk would obtain proposed dates.</p>																																				
<p>2310</p>	<p>Finance</p> <p>a) Council expenditure as listed below was approved (proposed Cllr Irving, seconded Cllr Short).</p> <p>b) The clerk provided an update on the bank signatory arrangements, reporting that the situation was still not resolved.</p> <table border="1" data-bbox="354 1108 1546 1793"> <thead> <tr> <th>Payee</th> <th>Detail and statutory power</th> <th>Amount</th> <th>Chq no</th> </tr> </thead> <tbody> <tr> <td>Clerks Salary</td> <td>November 2017 <i>LGA1972 s 112</i></td> <td>£437.90</td> <td>1582</td> </tr> <tr> <td>Clerks expenses</td> <td>November 2017 <i>LGA1972 s 112</i></td> <td>£49.52</td> <td>1583</td> </tr> <tr> <td>HMRC PAYE</td> <td>November 2017 <i>LGA1972 s 112</i></td> <td>£109.50</td> <td>1584</td> </tr> <tr> <td>Aspire Defence</td> <td>Advance payment September issue Dilton News <i>LGA1972 a 111</i></td> <td>£40.43</td> <td>1585</td> </tr> <tr> <td>Dilton Marsh Memorial Hall</td> <td>Hall hire Neighbourhood Plan meetings <i>LGA 1972 s 133</i></td> <td>£30.00</td> <td>1586</td> </tr> <tr> <td>Community First</td> <td>Additional insurance premium for telephone kiosk <i>LGA1972 a 111</i></td> <td>£21.07</td> <td>1587</td> </tr> <tr> <td>Microshade Business Consultants</td> <td>VSM server support 2017/18 – annual cost <i>LGA1972 a 111</i></td> <td>£216.00</td> <td>1588</td> </tr> <tr> <td>Grant Thornton</td> <td>External audit fee 2016/2017 <i>LGA 1972 s 150</i></td> <td>£240.00</td> <td>1589</td> </tr> </tbody> </table>	Payee	Detail and statutory power	Amount	Chq no	Clerks Salary	November 2017 <i>LGA1972 s 112</i>	£437.90	1582	Clerks expenses	November 2017 <i>LGA1972 s 112</i>	£49.52	1583	HMRC PAYE	November 2017 <i>LGA1972 s 112</i>	£109.50	1584	Aspire Defence	Advance payment September issue Dilton News <i>LGA1972 a 111</i>	£40.43	1585	Dilton Marsh Memorial Hall	Hall hire Neighbourhood Plan meetings <i>LGA 1972 s 133</i>	£30.00	1586	Community First	Additional insurance premium for telephone kiosk <i>LGA1972 a 111</i>	£21.07	1587	Microshade Business Consultants	VSM server support 2017/18 – annual cost <i>LGA1972 a 111</i>	£216.00	1588	Grant Thornton	External audit fee 2016/2017 <i>LGA 1972 s 150</i>	£240.00	1589
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<p>2311</p>	<p>Highways and Environment</p> <p>a) To note any progress on highway and environment projects - Wiltshire Council had arranged a meeting with the residents of Tower Hill for the beginning of December 2017.</p> <p>b) To note any matters needing attention and to agree the actions necessary – members expressed concern at the condition of the sides of the road from Clivey out to the A361.</p>																																				

	<p>The clerk would raise this with the Highway Department. Cllr Harris reported that she had been contacted by a resident expressing concern at the incinerator being planned for Westbury. Information had been provided as to how the resident could comment on the application.</p> <p>c) Highways and Traffic working group - members received an update on the working group meeting which had taken place on 15th November 2017. Cllr Hutt had prepared notes of the meeting, identifying the hot spots for traffic issues, current positives already in place and identifying the main issues of concern and possible options. The next meeting had been scheduled for January 2018. Cllr Morland drew attention to a recent report addressing the extension of cycle routes through the Westbury area, which he recommended the working group consider. <i>At this point Cllr Middleton gave apologies and left the meeting.</i></p>
2312	<p>Parish Projects</p> <p>Members received updates on:</p> <p>a) <u>Defibrillator</u> – installation information had been provided to the Memorial Hall. The funding had now been received from Wiltshire Council's Area Board and the order for the unit would now be placed.</p> <p>b) <u>Telephone box</u> – Cllr Harris had provided a photograph of a box in Bath, which had been planted up. It was agreed that the kiosk needed to be refurbished and a volunteer group would be set up to do so. It was agreed that Cllr Johnson would carry out an initial audit to identify the work which was required. The Chair thanked Cllr Johnson for his work on tidying the war memorial prior to Remembrance Sunday.</p> <p>c) <u>War memorial and milestone</u> – one contractor had responded with details of his work specification, which was tabled. It was resolved to award the contract for the cleaning of the war memorial to Nick Johnson at a cost of £240 plus vat (proposed Cllr Irving, seconded Cllr Johnson).</p> <p>d) <u>Parish council logo</u> – there had been no entries (the school reported that this was due to the fact that the autumn term was extremely busy and there were many other competitions and projects being worked on) and the school had reported it would task one of the craft groups in the New Year. A member of the Neighbourhood Plan Steering Group had expressed concern at the logo being prepared in this way and it was noted that any design prepared by the school would need to be professionally interpreted and prepared. <i>At this point Cllr Harris gave apologies and left the meeting.</i></p> <p>e) <u>WW1 Commemorative Tree Planting</u> – a working group had met to consider the type, location and numbers of trees to be planted and Cllrs Jarvis and Johnson provided a report. It was proposed that a memorial orchard be planted at the triangle to the right of the car park at the entrance to the recreation area, with the number of trees planted reflecting the number of names on the war memorial. It was noted that this would in fill the existing tree lines. Cllr Jarvis would provide the details of the proposals to the clerk for onward submission to Wiltshire Council's Area Board.</p>
2313	<p>Dilton Marsh Playing Field</p> <p>a) <u>Dilton Marsh Play Area</u> – the clerk reported that the installation would be completed on Friday 17 November. The installation manager had contacted the parish council to express concern at the reinstatement required on the playing field following the works. The email stated that the quotation had been based on good access being provided to the site and the contractor stated that this had not been the case. Kompan were therefore asking for a further financial contribution although no amount had been specified. Members considered this and agreed that the access had been as seen and as surveyed, agreeing that the issue had been down to the weather and not the access. There was concern at the impact of any reinstatement works at the present time so the contractor would be instructed to return to carry these works out when the weather would permit. The clerk reported that new signage would now be required, which would need to reflect the funders who had contributed to the project and design and cost options would be referred to the December parish council meeting. It was noted that the play equipment would need to be inspected and signed off prior to payment with some</p>

	<p>funds being retained until the ground had been reinstated.</p> <p>b) <u>Playing Field</u> – members considered issues relating to access to electricity and vehicular access (referred from September meeting) and it was agreed to refer the access issues to a future meeting of the Council. Cllr Harris would provide a report regarding the electricity issue.</p>
2314	<p>Council Reports</p> <p>To receive reports from:</p> <p>a) <u>The Chairman</u> – expressed concern at the parked car for sale on the grass under the railway bridge. It was agreed to ask residents not to place cars being advertised for sale on the parish verges (via the Dilton News).</p> <p>b) Members:</p> <p><u>Cllr Jarvis</u> reported that she and Cllr Irving had attended the Local Plan review consultation and had provided information to the Neighbourhood Plan working group and to the Facebook page. She had ordered hard copies of relevant information.</p> <p><u>Cllr Johnson</u> reported that he had carried out the bulb planting along Petticoat Lane. The Chair reminded members to photograph the location of bulbs planted. Cllr Short and Cllr Page reported they had also carried out bulb planting and it was agreed Cllr Hutt would liaise to provide Cllr Gibbs with some bulbs for planting on the verge at the Petticoat Lane sign.</p> <p><u>Cllr Morland</u> – asked for clarification as to the consultation deadline for the Local Plan consultation, which was confirmed as 19th December. The clerk would look into how this could be managed.</p> <p><u>Cllr Hutt</u> – reminded members that the Carols on the Green would take place on Wednesday 20th December at 7.30 pm.</p> <p>c) <u>The Clerk</u> – no report.</p>
2315	<p>Correspondence</p> <p>a) Historic England re: Dilton Marsh War Memorial (previously circulated) – noted.</p> <p>b) Mr C Hill re: Alan Powell Lane – Mr Hill had written to the parish council to express concern at the standard of the resurfacing work which had been carried out on Alan Powell Lane. A copy of his correspondence had been circulated to members. It was noted that this had been considered and it was agreed that path had been a track before surfacing and, as such, the path had not been expected to be level. <i>At this point Cllr Morland left the meeting.</i></p>
2316	<p>Meeting schedule</p> <p>Members noted the date and time of the next meeting as Thursday 21st December 2017 at 7.30pm.</p>

There being no further business the meeting was closed at 9.55 pm