

# Dilton Marsh Parish Council

**Clerk to the Council: Ms Nicola Duke**  
6 Shetland Close, Westbury, Wilts, BA13 2GN  
Phone: 01373 864127  
diltonmarshpc@aol.co.uk

Minutes of a meeting of the Parish Council held on **Thursday 17<sup>th</sup> January 2019**  
at the Memorial Hall, Dilton Marsh at 7.30 pm.

**Present:** Cllr Hutt (Chair), Cllr Johnson (for part of the meeting), Cllr Gibbs, Cllr Short, Cllr Poynton and Cllr Howells.

**In attendance:** Nicola Duke (Parish Clerk), Wiltshire Councillor Jerry Wickham and 2 members of the public.

**Public Forum** – None.

2504	<b>Apologies for absence</b> Cllr Morland, accepted. Cllr Roberts due to work commitments, accepted. Cllr Harris due to ill health, accepted. Cllr Irving due to holiday, accepted. Cllr Jarvis due to holiday, accepted.
2505	<b>Declarations of Interest and Dispensations to Participate</b> None.
2506	<b>Minutes</b> The minutes of the Meeting of the Parish Council held on <b>13<sup>th</sup> December 2018</b> were approved for accuracy and adopted ( <i>proposed Cllr Poynton, seconded Cllr Gibbs</i> ).
2507	<b>Project and Action Updates</b> Members had been provided with a report on the status of projects and actions agreed at the December meeting of the Parish Council, which was noted.
2508	<b>Parish Council reports</b> <ul style="list-style-type: none"><li>• Wiltshire Councillor Jerry Wickham reported the following:<ul style="list-style-type: none"><li>○ Wiltshire Council was in the process of balancing its budget for 2019/20 and he was confident that there would not be a material difference in the levels of service delivery as a result of the required savings.</li><li>○ Wiltshire Council had £8m to spend on potholes and other highway maintenance. This would be spent on local roads as well as main roads and he asked the parish council to identify the top 10 local priorities for work. The parish council would prepare this and send to Cllr Wickham before 8<sup>th</sup> February (next CATG meeting).</li><li>○ Cllr Wickham reported that he had been liaising with Cllr Hutt regarding a potential 20mph zone outside the school and this was noted to be dependent on the school having an up to date Travel Plan. The school had confirmed that the development of the plan was in hand and Cllr Wickham confirmed work relating to the speed limit zone would be funded by Wiltshire Council.</li><li>○ Cllr Wickham spoke regarding agenda item 2515 and the roundabout at The Hollow – he observed that this was a location where the white lines needed to be reinstated and he suggested that this could be done as part of the work funded by the aforementioned £8m.</li><li>○ Cllr Wickham gave apologies for the next parish council meeting on 21<sup>st</sup> February 2019 as he had a commitment elsewhere.</li><li>○ <i>At this point Standing Orders were suspended in order to enable a member of the public to address the meeting.</i> There was a discussion regarding traffic calming in the parish and Cllr Wickham confirmed that these measures would</li></ul></li></ul>

need to be part funded locally whereas speed limit zones would be funded by the principal authority. *Standing Orders were then reinstated.*

- Community Area Transport Group – Cllr Morland was absent. There had been no meeting of CATG since the last meeting.
- Memorial Hall – Cllr Harris was absent. Cllr Hutt reported that the hall would be closed for a week in February for the planned redecoration. She further reported that additional members were being sought for the management committee.
- Highways and Parish Steward – Cllr Johnson had no report although it was noted that the parish council was not yet in receipt of the Steward’s work sheets and a meeting with the new steward had yet to be arranged. Cllr Howells reported that there had been a slurry overspill at Tower Hill prior to Christmas, which he had reported to Pat Whyte (Wiltshire Council). There were problems addressing this issue due to location of the source and he reported that the slurry outside of number 21 had been there for over a month. Mr Whyte had confirmed that he would ask the Parish Steward to attend to this and the Clerk would add it to the work list. Cllr Wickham reported that he had asked an appropriate officer to contact the clerk in respect of this issue.
- BA13 Neighbourhood Policing – Cllr Harris was absent. The Rural Beat Report had been circulated to members.
- Councillor reports
  - Cllr Poynton had provided a report relating to GWR and Dilton Marsh Halt (copy appended to the minutes) and members asked the clerk to write to GWR accordingly to report the issues raised. It was also noted that this should include the problems being experienced with timetabling.
  - Cllr Gibbs reported that the next litter pick was planned for Saturday 9<sup>th</sup> February 2019.
  - Cllr Howells asked whether there had been any update from the Rights of Way Officer at Wiltshire Council regarding the recently installed gates at the footpath at Tower Hill. The Clerk would chase this and Cllr Howells would provide photographs of this and the stile.

2509

**Planning applications**

- a) Members resolved the Council’s comments on applications received and not previously responded to as listed below –

*At this point Cllr Johnson gave his apologies and left the meeting.*

18/11763/LBC and 18/11490/FUL	6 St Mary’s Lane, Dilton Marsh, BA13 4BL	Single storey rear extension with side porch  <b>No objection</b> (proposed Cllr Hutt, seconded Cllr Gibbs)
18/12125/TPO	The Old George 2 St Mary’s Lane Dilton Marsh BA13 4BL	5 Silver Birch trees & 1 Sycamore tree - Crown reduce 30%  <b>No objection</b> (proposed Cllr Gibbs, seconded Cllr Short)
18/11940/FUL	Land at Petticoat Lane Dilton Marsh BA13 4DG	Demolition of the sites existing B2 light industrial and B8 storage buildings and erection of 8 new dwellings  <b>Support</b> – members noted that the proposal was outside the village development boundary for the purposes of dwellings and therefore would be contrary to the Wiltshire Council’s Core Strategy. This being the case Cllr

			Wickham was asked to call the application in to the Strategic Planning Committee should the Planning Officer be minded to refuse it (proposed Cllr Short, seconded Cllr Howells).
b) To agree the comments to be sent to Wiltshire Council in respect of any planning applications received after 10 January 2019 – None.			
<b>2510</b>	<b>Planning decisions, appeals and enforcements</b> Members noted the planning and enforcement decisions, notices and updates as listed:		
18/09903/FUL	Fairwood Lakes Fairwood Road Dilton Marsh Westbury Wiltshire BA13 4EL	Erection of single storey games room  Approve with Conditions	
APP/Y3940/W/18/3208749	The Prince of Wales Inn, High Street, Dilton Marsh, BA13 4DZ	Erection of a detached dwelling with alterations to the existing car park and entrance way  Members noted the Appeal Information as circulated. It was agreed that the Parish Clerk would write to the Planning Inspectorate to inform it that the parish council had applied to designate the pub as an Asset of Community Value.	
18/05086/FUL	Thoulstone Park Golf Club Thoulstone Chapmanslade BA13 4AQ	Demolition of former golf club and driving range buildings at Thoulstone Park. Construction of self-catering holiday accommodation, restaurant, farm shop, conference space, spa treatment rooms, leisure pool and community hall. With staff accommodation, car parking and associated landscaping works.  Approve with Conditions	

2511	<p><b>Finance</b></p> <p>a) Council expenditure as below listed was approved (proposed Cllr Poynton, seconded Cllr Hutt).</p> <p>b) Financial Position Statement – members received the FPS as at 31<sup>st</sup> December 2018, which was noted.</p> <table border="1" data-bbox="355 333 1547 680"> <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>January 2019</td> <td>£455.66</td> <td>1677</td> </tr> <tr> <td>Clerks expenses</td> <td>January 2019</td> <td>£52.24</td> <td>1678</td> </tr> <tr> <td>HMRC PAYE</td> <td>January 2019</td> <td>£113.91</td> <td>1679</td> </tr> <tr> <td>ASK Grounds Maint</td> <td>Play area inspections</td> <td>£86.00</td> <td>1680</td> </tr> <tr> <td>Aspire Defence</td> <td>Printing Dilton News (advance)</td> <td>£51.20</td> <td>1681</td> </tr> <tr> <td>Memorial Hall</td> <td>Grant contribution (approved December 2018)</td> <td>£1,000.00</td> <td>1682</td> </tr> <tr> <td>Radstock Town Council</td> <td>Photocopying and postage</td> <td>£33.36</td> <td>1683</td> </tr> </tbody> </table>	Payee	Detail and statutory power	Amount	Chq no	Clerks Salary	January 2019	£455.66	1677	Clerks expenses	January 2019	£52.24	1678	HMRC PAYE	January 2019	£113.91	1679	ASK Grounds Maint	Play area inspections	£86.00	1680	Aspire Defence	Printing Dilton News (advance)	£51.20	1681	Memorial Hall	Grant contribution (approved December 2018)	£1,000.00	1682	Radstock Town Council	Photocopying and postage	£33.36	1683
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2512	<p><b>Playing Field</b></p> <p>Members received a report from the Playing Field Working Group following a meeting held in January 2019. The group had circulated an up to date wish list prior to the meeting, which was noted.</p> <p>a) <u>Installation of gate</u> – the Clerk reported that this was due to be installed on Monday 21<sup>st</sup> January 2019.</p> <p>b) <u>Tree work, The Firs</u> – the Clerk reported that the work contract had been let to Acer Tree Surgeons and the work would be carried out on 19/20 February 2019. Cllr Gibbs reported that there was litter in the gully into the playing field by the barrier on the left. This had been added to the Steward’s list and the Clerk confirmed that she had liaised with Pat Whyte to arrange for this to be collected if the Steward could not attend.</p> <p>c) <u>Terms of Reference (TOR)</u> – draft TOR had been considered by the group, circulated to members and were adopted (proposed Cllr Gibbs, seconded Cllr Short).</p> <p>d) <u>Boundary management Plan</u> – Cllr Poynton had prepared a draft, which had been circulated to members and it was agreed that Cllr Poynton would investigate the legality of stating that the Parish Council would actively seek to recover costs through the small claim courts. The Parish Clerk would add this item to the agenda for the next meeting.</p> <p>e) <u>Signage</u> – Cllr Gibbs reported on the work she had carried out in sourcing dog poo signs and it was agreed that she would send the details to the Clerk so that proofs and quotes could be sought for the next meeting. The alternative would be for the dog warden to put up the signs, which the parish council would need to purchase from Wiltshire Council. Information on this option would be obtained for the next meeting. It was noted that the signs at the Alan Powell Lane entrance to the playing field needed to be removed and, as these mentioned Dilton Rovers, Cllrs Hutt and Gibbs would liaise with the football team accordingly.</p> <p>f) <u>Benches</u> – it was agreed to order the four benches (as previously agreed) at a cost of £1,588.80 inc vat (proposed Cllr Gibbs, seconded Cllr Hutt). The Clerk was asked to place the order as soon as possible.</p> <p>g) <u>Playing field containers</u> – the Chair reported on a recent leak in the container. A plumber had been asked to attend to carry out a repair. Members noted that the water had been switched off in the meantime. Members agreed that a sign providing emergency contact details should be provided at the containers and it was agreed that the Clerk’s mobile number would be used for this. This would be added to the signage being planned under</p>																																

	agenda item 2512e).
<b>2513</b>	<p><b>Parish Council budget and precept 2019/2020</b></p> <p>a) Members considered the Council's budget for 2019/2020, a draft of which had been circulated to members. The draft budget was noted to stand at £29,394. Members discussed membership of the Wiltshire Association of Local Councils (WALC), the cost of which was noted to be approximately £650. Members agreed to obtain information on the options to buy in employment support from WALC and Wiltshire Council and review at the next meeting. The final budget for 2019/20 was therefore set at £29,394 (proposed Cllr Poynton, seconded Cllr Short).</p> <p>b) The precept for 2019/20 was set at £30,519, which represented no increase on the Band D equivalent and generated a surplus project fund of £1,125 (proposed Cllr Hutt, seconded Cllr Poynton).</p> <p>c) Members approved the suggested allocation of funds as outlined in the clerk's circulated report (proposed Cllr Gibbs, seconded Cllr Short):</p> <p><u>Earmarked Funds</u></p> <ul style="list-style-type: none"> <li>• Further improvements to play areas (equipment for older children) - £15,000</li> <li>• Maintenance of the playing field containers - £3,000</li> <li>• Establishment of capital replacement funds for play equipment - £10,000</li> </ul>
<b>2514</b>	<p><b>Parish noticeboards</b></p> <p>Cllr Howells reported that he had liaised with Westbury Shed to confirm the Council's preference for tanalised wood and had discussed the use of cork board for the interior, which the Shed had confirmed was treated and would therefore be appropriate for this use. He had therefore asked for the two new notice boards to be made up and had arranged a further site visit to look at the refurbishment options for the other two notice boards. A further report would therefore be available for the next meeting.</p> <p>The cost of the two new notice boards was noted to be £700 and this was approved (proposed Cllr Howells, seconded Cllr Poynton).</p>
<b>2515</b>	<p><b>Roundabouts at the junction to St Mary's Lane and the Hollow</b></p> <p>Members considered correspondence from a resident regarding issues being experienced at the roundabout at the junction of St Mary's Lane and the Hollow. It was agreed to add the reinstatement of the white lines at this location to the list of suggested work for the Wiltshire Council Highway maintenance fund referred to in Cllr Wickham's report (agenda item 2508 above). Cllr Poynton reported on an accident which had written off her car, supporting the comments made by the resident. Members acknowledged that further work would need to be undertaken on general traffic calming and the Clerk was asked to liaise with Wiltshire Council accordingly and report back to the next meeting of the Parish Council.</p>
<b>2516</b>	<p><b>Correspondence</b></p> <p>None.</p>
<b>2517</b>	<p><b>Meeting schedule</b></p> <p>Thursday 21<sup>st</sup> February 2019 at 7.30pm</p>

There being no further business the meeting was closed at 9.10 pm.