

Dilton Marsh Parish Council

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Minutes of a meeting of the Parish Council held on **21st November 2019** at the Memorial Hall, Dilton Marsh commencing at 7.30 pm.

Present: Cllr K Hutt (Chair), Cllr S Harris, Cllr V Jarvis, Cllr J Short, Cllr M Roberts and Cllr F Morland.
In attendance: Nicola Duke (Parish Clerk), Wiltshire Councillor S Wickham and 1 member of the public.

Public Forum – None.

2620	Apologies for absence Cllr Gibbs had sent apologies for absence due to personal commitments. Cllr Johnson had sent apologies for absence due to other commitments. Cllr Howells had sent apologies for absence due to family commitments. Cllr Poynton had sent apologies for absence due to family commitments. Cllr Irving sent apologies for absence due to ill health. All apologies were accepted.
2621	Declarations of Interest and Dispensations to Participate None.
2622	Minutes The minutes of the Meeting of the Parish Council held on 17th October 2019 were approved for accuracy and adopted (<i>proposed Cllr Harris, seconded Cllr Jarvis</i>).
2623	Project and Action Updates Members received a report on the status of projects and actions agreed at the October meeting of the Parish Council, which was tabled and noted. Cllr Jarvis reported that there had been no work undertaken on the dropped manhole cover at Red Pit. The Parish Clerk would chase Wessex Water for an update.
2624	Parish Council reports <ul style="list-style-type: none">• Community Area Transport Group – It was noted that the next meeting was scheduled for 22nd November 2019 and the Chair would circulate the agenda and supporting reports. There were two items relating to Dilton Marsh – the speed assessment and the cycle/footpath at Tower Hill. There had also been a metro count at Hisomley and it had been reported that the average speeds recorded were less than the speed limit (50mph) with just two reported accidents in the last two years. Cllr Morland asked for any instructions for the meeting. The Chair referred to the metro count at Hisomley, which had not had any actions listed and asked Cllr Morland to obtain an update on that and the cycle/footpath update at Tower Hill.• Memorial Hall – Cllr Harris had provided a report, which is appended to the minutes. The Chair reminded members that the Musical Melange was scheduled for Saturday 23rd November 2019. It was reported that the investigation into the provision of WI-FI at the hall was ongoing.• Community Speed Watch – Cllr Hutt reported there had been a few sessions.• Dilton Rovers FC/ Dilton Marsh Wanderers FC– Cllr Hutt had provided a report, which is appended to the minutes. It was noted that the teams had not been able to play due

to the wet condition of the pitch.

- Neighbourhood Planning – Cllr Roberts reported that the analysis of the questionnaires would be presented at the Big Breakfast on 7 December 2019. The Chair reported that the draft minutes of the meeting had been sent out and would be circulated once approved by the Steering Group. Cllr Roberts informed members that he might not be able to make the November meeting and the Chair confirmed she was likely to be able to attend in his place.
- BA13+ Neighbourhood Policing Meeting – Cllr Harris had provided a report, which is appended to the minutes. She reported that the speaker who had been listed to discuss cycle paths had not attended, which had been frustrating. Cllr Morland stated that due to this absence the meeting had seemed to stray onto items which had not had any relation to traffic issues. There had also been a discussion on the Westbury bypass/relief road for heavy traffic. Mention had been made of the potential for funding post 2025.
- Footpaths – Cllr Harris had provided a report, which is appended to the minutes and was discussed. The Clerk confirmed that she had reported the issue with the new footpath sign (erected by the landowners) at Old Dilton to the PROW Officer at Wiltshire Council.
- Speed Indicator Device (SID) – Cllr Hutt had provided a report, which is appended to the minutes. The recommended supplier was noted to be Stocksigns Ltd. Members were asked to consider authorising an application to the Area Board for 50% of the costs of the unit (£2,100) and authorising the cost of £250 for operator training. Cllr Morland reported that he had been informed that Wiltshire Council had revised and relaxed the guidance on SIDS and, in particular, had removed the obligation for operators moving the sign to be trained. The Chair felt that training should be provided in any case. Cllr Morland stated that the new rules may also relax the amount of time the unit could be situated in any one location. The Chair reported that there were two sites which could accommodate the unit, with two more on the High Street and one on Tower Hill. It was confirmed that Fairwood Road was not eligible for the device, following on from the results of the metro count which had listed the speeds along the road as being too low. The Chair confirmed she would issue the raw data from the metro count for members' information. Following debate, it was proposed by Cllr Jarvis, seconded by Cllr Short and resolved to proceed with the purchase of a SID unit from Stocksigns Ltd at a cost of £4,200 with a grant bid being submitted to the Area Board for 50% of the cost and £250 being allocated towards operator training.
- Wiltshire Councillor Suzanne Wickham – reported that the Area Board on 5th December would have a youth theme to try to get youth groups and younger people involved in Area Board work. She asked whether there were any groups in Dilton Marsh which might be interested in this. The Chair mentioned the college, football club and pantomime group and undertook to provide Cllr Wickham with contact details. Cllr Wickham then reported on speed watch confirming that she had now visited the relevant officer and would be trained via Edington PC, which would then enable her to assist at Dilton Marsh. She also reported that had met with a resident regarding the Bullivant site, who had informed her that residential development was preferred over industrial development. It was noted that the issue with this relating to the fact that the area was outside of the Dilton Marsh development boundary. Cllr Wickham reported that she had been in touch with County Hall and would continue to work on this issue as industrial development did not seem to suit anyone. The Chair reported that the decision had been delayed as Wiltshire Council had been requesting further information on the residential development plans, which had not been responded to (according to the Planning Officer). Permission for the development of a commercial site was already in place. Cllr Morland stated the view that housing in this development should count

towards any housing allocated in the Neighbourhood Plan.

- Councillor reports:
 - Cllr Jarvis – spoke regarding the flower boxes and reported she had received confirmation from Wiltshire Council as to the distance they needed to be from the Highway. The relevant officer would need to sign them off and would need confirmation that the parish council would take the responsibility for the boxes, as well as the insurance liability. This was so confirmed and the Clerk would onward report to Wiltshire Council.
 - Cllr Short – a parishioner had reported on the telegraph pole in the middle of the pavement outside Weavers Close, which was causing an obstruction.
 - Cllr Morland – reported that on the footpath past the school two lamp standards were unlit. The Clerk reported these were in the system for repair. The Chair also reported that two were also out at the end of Petticoat Lane. The Clerk would report these also.
 - Cllr Roberts – reported that the NPSG had suggested an electrical charging point for vehicles and Cllr Roberts was asked to look into this for additional information as to how these were administered.
 - Cllr Harris – reported incidents of fly tipping off Fairwood Road, which was a regular nightly occurrence at two locations. Cllr Wickham reported that she had been involved in a report which had turned out to be on railway land, with the rubbish having now been moved by Network Rail. She also confirmed that Wiltshire Council were having a big push on fly topping and householders had been fined. Cllr Harris would refer the exact details to Cllr Wickham. The Chair reported that some rubbish had been dumped by the new noticeboard at Fairwood Road.
 - Cllr Hutt – thanked all those who had helped with the recent Litter Pick. She confirmed that the Santa Float would be visiting the village on the 3rd and 4th December. The Big Breakfast and Neighbourhood Plan display would take place on 7th December. Carols on the Green had been scheduled for 18th December – it was noted that if the weather was wet the carols would take place in the church.

2625

Planning applications

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

19/10260/FUL	26, Fairwood Road Dilton Marsh BA13 4EL	Proposed detached garage. No objection with comment – that any planning permission should be issued with a condition that the building should not be used for a separate, residential building.
19/06739/LBC	Penknapp Baptist Church, High Street, Dilton Marsh, BA13 3SP	All the back rooms at Providence Chapel are suffering from rising damp - this includes four toilets, kitchen, large hall, small hall and entrances. The damp is causing tiles to fall off the walls and paintwork to peel. The proposal is for a specialist air membrane

			system to be installed throughout these areas. No objection.
	19/10411/FUL	4 Vicarage Gardens, Dilton Marsh, BA13 4FB	Application seeking change of use of land from agricultural to domestic garden, including retention of garden shed and play climbing frame. The Chair reported that the size of the plot for this application was for 37% of the previous application site, which had been refused under appeal. No objection.

- b) To agree the comments to be sent to Wiltshire Council in respect of any planning applications received after 14 November 2019 - None.

2626	Planning decisions, appeals and enforcements To note planning and enforcement decisions, notices and updates as listed:		
	APP/Y3940/W/18/3207616	Land adjacent Hisomley Farmhouse, Dilton Marsh, Wiltshire, BA13 4DD	Appeal dismissed.

2627	Finance
	<p>a) Council expenditure –expenditure as below listed was approved (proposed Cllr Hutt, seconded Cllr Jarvis)</p> <p>b) Financial Position Statement – October 2019 had been previously circulated and was noted.</p> <p>c) CIL receipts – members considered the allocation of CIL funds in the amount of £6,107.68. Suggested allocations listed on the agenda had been:</p> <ul style="list-style-type: none"> a. SID £2,000 b. Noticeboards £1,500 c. Bins and grit bins £750 d. Container refurbishment £1,500 <p>Cllr Morland asked for a breakdown of the CIL receipts and the Chair asked for this and copies of the agendas listing CIL receipts to be circulated. Cllr Morland stated his concern at the proposed list, which he felt was too close to the Council’s normal operating budget and suggested it be allocated towards a more significant project, such as the provision of play. The Clerk was asked to check the eligibility of the proposed list with the CIL Officer at Wiltshire Council and report back.</p>

Payee	Detail and statutory power	Amount	Chq no
Clerks Salary	November 2019	£341.74	1762
Clerks expenses	November 2019	£60.30	1763
HMRC PAYE	November 2019	£227.83	1764
ASK Grounds Maint	Play area inspections–	£150.00	1765

	November		
M A Gunther	Supply of line marker	£450.00	1761
Acer Tree Surgeons	Annual tree survey The Firs	£96.00	1766
Acer Tree Surgeons	Removal of dead tree	£252.00	1766
Complete Fire Services	Site fee and certificate	£58.80	1768
Play Safety	Annual play area inspection	£149.40	1769
Cllr Gibbs	Anti-Climb signs	£20.00	1770

2628 **Playing Field**

a) Wizards Hideaway – the Clerk reported that the site visit with the contractor was yet to take place. Cllr Morland stated his objection to the suggestion that the piece of play equipment be altered.

b) Playing field security – Cllr Harris tabled a suggestion that the barrier be moved from its current position to the start of The Firs on Alan Powell Lane (report from Cllr Harris referred) and confirmed that this suggestion had been generated by the recent incident of unpermitted fireworks event at the field. The Clerk was asked to look into the costs and options for a relocation of the barrier to a point past the private dwelling gardens. Cllr Morland spoke regarding the rights of way through the Firs, which were not listed in any Council deeds. Members also received a report from Cllr Hutt on the potential for CCTV at the field (report from Cllr Hutt referred). The contractor had suggested that there could be CCTV by the container which would look in both directions. Cllr Morland reported that there had been a funded scheme in place some years ago, which had not progressed. The Chair reported that the contractor had offered to attend and give a demonstration, and had indicated that the equipment would potentially be able to reach the play area at the Stormore end. Members agreed to proceed with a site meeting for CCTV.

2629 **Parish Projects**

a) Noticeboards:

- o Cllr Harris had circulated a request for a noticeboard at the bottom of Stormore by the entrance to Black Dog Woods. This was approved for inclusion.
- o Cllr Gibbs had provided a report, which had been circulated to members and was noted. Members discussed the provision of the new noticeboards and the Clerk was asked to obtain prices for new boards opposite the Memorial Hall and at Stormore, a price to relocate the current board opposite the Hall to Park Road and a price for the refurbishment of the board opposite the Prince of Wales pub.

b) Grit Bins – members considered the purchase of additional grit bins and considered whether to purchase 60L or 100L bins (costs £35.70 or £50.99). Members agreed the new locations for the bins as Petticoat Lane, the junction of Fairwood Rd and the High St, The Hollow (at the bottom) and St Mary's Lane. The decision as to the size of the bins was delegated to the Clerk in consultation with the Chair.

c) 20mph survey report – members considered the next steps and agreed to refer residents comments to the January meeting and seek further views in the meantime. It was agreed that direct contact would be made with residents in the Hollow and Whitecroft.

d) Purchase of additional bins – members considered the purchase of 3 additional bins (as discussed in the October meeting) and noted the charge from Wiltshire Council of £105 per bin plus vat. It was proposed by Cllr Hutt, seconded by Cllr Short and resolved to purchase three additional bins at a total cost of £315.00.

2630	<p>Correspondence <u>Jenny Jones</u> re: request to use the telephone kiosk for Look 4 A Book (previously circulated) – approved.</p>
2631	<p>Meeting schedule Thursday 19th December 2019 at 7.30pm for decisions and planning only. Cllr Jarvis presented apologies for the December and January meetings.</p>
2632	<p>Confidential Information In view of the confidential nature of the business to be transacted at Agenda Items 2633 and 2634 members resolved that the press and public be excluded from this part of the meeting (proposed Cllr Hutt, seconded Cllr Roberts).</p> <p><i>Such a resolution would be in accordance with the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2), which states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies."</i></p>
2633	<p>Playing Field It was agreed to refer matters relating to the long- term maintenance of the playing field to the budget setting process for 2020/21.</p>
2634	<p>Clerks appraisal and annual salary review Members received a report from the Chair on the Clerks appraisal and conducted the annual salary review relating to April 2019.</p> <p>Members resolved the below:</p> <ul style="list-style-type: none"> a) The annual pay award for 2019/20 was awarded, to be backdated to April 2019 b) The Clerk's salary was increased to SCP 18 with effect from November 2019 c) Annual increments would be applied every November until the salary level reached SCP 23, with a review at this point d) The cost of living increments would be applied at the time they were nationally agreed e) The Clerk's job description/person specification and contract would be amended to reflect national models and presented to the January 2020 meeting f) Members would establish the Clerks paid leave and sickness entitlement and add to contract g) Annual appraisal and reviews would take place each September

There being no further business the meeting was closed at 9.45 pm.