

Ashton Keynes Parish Council

Minutes of the meeting held in Ashton Keynes Village Hall on Wednesday 20th October 2021

Present: Cllrs D Wingrove; R Blackaller; M Carter; S Crawford; P Moran; C Sims; M Smith; D Ventham.

In attendance: Wilts Cllr Berry; Fiona Ryder – Clerk.

The meeting commenced at 7:19pm

The Chairman welcomed everyone to the meeting and gave instructions in case of fire. The Clerk read out a Covid-19 statement.

21-22/076 Public Section

There were no members of public in attendance and no written representations had been received.

21-22/077 Apologies for absence

Apologies for absence were received from Cllrs Hill, Inzani & Low.

21-22/078 Declarations of Interest

There were no declarations of interest.

21-22/079 Minutes of the Council Meeting held on 15th September 2021

The minutes of the meeting held on 15th September 2021 were approved and signed.

21-22/080 Actions from Previous Meeting

21-22/024 - SID has been photographed, photo to be forwarded to the Clerk.

Action: Cllr Crawford

21-22/061 – Emergency assistance supplies have not been ordered and the deadline has passed so this action will be closed. The Parish Emergency Plan is still being updated.

Action: Cllrs Wingrove and Moran

21-22/069 – The December meeting of the Parish Council will be held in the School Hall to allow the WI to use the Village Hall.

21-22/069a – The Clerk has contacted Wiltshire Councils Tree and Woodland Officer regarding trees in Harris Road that were previously reported to Wiltshire Council by a parishioner. It is unlikely that Wiltshire Council will take any action in the near future. Ownership of the land is at present unknown, the area could benefit with being tidied. The Parish Council agreed to investigate possible costs of works to the trees. Clerk will inform Wiltshire Council of Parish Councils intentions.

Action: Clerk & Cllr Wingrove

21-22/070 – The Insurance has been renewed.

21-22/070a – The Parish Steward has carried out works to vegetation in The Derry.

21-22/073m – A note is to be placed in the phone box asking for proposals to be put to the council for consideration for potential uses once the refurbishment is complete.

Action: Cllr Blackaller

21-22/081 Chairman's Report

The Chairman reiterated the need for reports to be submitted to the Clerk in plenty of time to be sent out with agendas, to enable Councillors to have read them and raise any questions at the meeting.

Wiltshire Council are hosting an online Prepared Resilience event if anyone wants to attend. It was noted that this was for the Wessex area not Upper Thames, although it does cover most of Wiltshire, Ashton Keynes is on the border.

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21-22/082 Clerks Report

A report had been circulated prior to the meeting, there were no questions.

21-22/083 Financial Report

The finance report was circulated prior to the meeting.

Income since the last meeting:

Wiltshire Council Precept £ 17,725.00

Expenditure since the last meeting:

Admin to Council	£ 719.14
O2 Mobile Phone Contract	£ 20.48
PKF Littlejohn	£ 240.00
Millennium Green Grant	£ 750.00
Phone Box Project Supplies	£ 49.72

Closing balance: £45,108.09

The council approved the finance report and income and expenditure. It was agreed to move £10,000 from the current account to the savings account.

Action: Clerk

21-22/084 Marking the Queens 70th Jubilee

This item has been included in the newsletter but we have had no response. Councillors will contact various village organisations to gauge interest. The WI have said that they are happy to be involved but not in the organisation of any celebrations. A presentation of various options will be prepared for the next meeting for consideration.

Action: Cllr Sims

21-22/085 Complaints Policy

The policy provided by the Internal Affairs Committee was approved and adopted.

21-22/086 Health and Safety Policy

The policy provided by the Internal Affairs Committee was approved and adopted.

21-22/087 Reserves Policy

The policy provided by the Internal Affairs Committee was approved and adopted.

21-22/088 Happyland/Waterhay Junction Improvements

Junction improvements have been discussed previously and it was agreed that action was needed. Actual costs have now been provided and the Parish Council contribution will be £516. The Parish Council approved the contribution for the works.

21-22/089 Playing Fields

The constitution of the Playing Fields Committee has raised some questions and needs to be clearer. This years Play Inspection has been carried out, the Clerk has circulated the report which contains a number of comments. Following the annual inspection, the Playing Fields Committee would normally action the points raised, however, this year there are too many actions and it will not be possible for the committee to action them all. Councillors raised questions on the liability and responsibility of the playing fields and play equipment. Nothing has been flagged as high risk, everything in the report of an unacceptable risk will be dealt with. The current constitution (dated 2007) needs to be re-written as a matter of priority.

It was suggested that the Playing Fields Committee manage the playing fields on behalf of the Parish Council, the structure of the buildings should be insured by the Council and everything else managed by the committee.

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The Clerk has recently refused to receive money raised for new play equipment, having consulted with a VAT expert through Wiltshire Association of Local Councils. The constitution needs to make liability and responsibility clear and we need to solve risk as a primary importance.

Action: Cllrs Wingrove & Crawford

21-22/090 Committees, Working Groups and Representatives' Reports

- a) **Planning**
Minutes and Agenda for planning meetings continue to be circulated to all.
- b) **Flood Risk** – A meeting was held on 21st September, minutes have been circulated. A belated summary report was provided and the Chair of the group read out the report. It was asked if Wiltshire Council had taken action at Rixon Gate due to risk to property? The actions taken have been driven by Highways.
It was stated that the working group are not an operation group and that there is no point trying to stop flood plains from flooding, their purpose is to flood to keep water away from other areas.
A parishioner has raised concerns regarding the continued workings and risk of flooding due to development at Wheatley's Farm. Chairman will respond.
Action: Cllr Wingrove
- c) **Internal Affairs** – The Policy Schedule was circulated prior to the meeting, there were no questions.
- d) **Village Hall** – New chairs are now in use. A new projector is being used for the Rural Cinema. The Village Hall committee want to expand the use of the hall and the future of the Village Hall needs to be discussed at a Parish Council meeting in the future.
- e) **Playing Fields Committee** – Football teams are a huge success, there are now so many teams they are running out of space. Additional land is being sought. It was stated that Oaksey have facilities but do not currently have a team so the pitches may be available.
- f) **Cotswold Lake Trust** – No report.
- g) **School Governors** – The 150th Birthday celebrations and opening of the new learning hub was a success and well attended.
- h) **Police** – No report.
- i) **Highways** – Nothing further to report other than already covered in item 88.
- j) **Footpaths & Cycle Routes** – No report.
- k) **Ashton Keynes Charities** – No report.
- l) **Parochial Church Council** – No report.
- m) **Phone Box Project** – The solar panel light is being worked on. The area around the phone box is to be concreted. The original electric supply has been cut off.
- n) **Speed Mitigation** – The group would like a meeting with Highways, they will need to submit a list of top priorities to put forward to highways when requesting a meeting.

21-22/091 Matters for the next meeting

Councillors were reminded to contact the Clerk with any items to be put forward for the agenda and to submit any reports for the Committees, Working Groups and Representatives section at least 8 days before the next meeting.

21-22/092 Date for the next meeting

The date for the next Parish Council meeting will be 10th November 2021.

The meeting concluded at 8.47pm