

Ashton Keynes Parish Council

Minutes of the meeting held remotely via Zoom on Wednesday 8th July 2020

Present: Cllrs D Wingrove; S Crawford; M Carter; M Cooper; N Inzani; R Blackaller; B Ellison; D Wain; P Moran.

In attendance: Wilts Cllr Berry; The Clerk; 2 Members of the Public.

The meeting commenced at 7:20pm

There were two members of public in attendance. One member of public was in attendance with a view to being Co-opted onto the Parish Council. One member of public asked if the Parish Council would be meeting in August and if the Flood Working Group would be reporting progress before September. The Parish Council will not be meeting in August and the Flood Working Group will report progress on the AKPC website. It was also asked if the Parish Council could post reports and information on the 'Nextdoor' social media app, it was agreed to discuss this later in the meeting.

20-21/045 Apologies for absence

Apologies for absence were received from Cllrs Low & Smith.

20-21/046 Declarations of Interest

There were no declarations of interest.

20-21/047 To confirm the Minutes of the Council Meeting held on 10th June 2020

The minutes of the Council Meeting 10th June 2020 had been circulated previously and were agreed and signed as a true record. It was requested that a note relating to Standing Order paragraph 49 be included here: *At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his/her vote for or against that question and any abstentions. Such a request shall be made before moving on to the next item of business on the agenda.*

20-21/048 Parish Council Vacancy

One vacancy remains on the Parish Council. A pen picture of Phil Moran was circulated to all prior to the meeting and Phil was in attendance at the meeting. It was proposed that Phil Moran be Co-opted onto the Parish Council, the council voted unanimously in favour. Phil Moran was welcomed to the council. A Declaration of Acceptance of Office form would normally be signed at this point, however, due to current circumstances this form will be signed at a future date.

All Councillors were asked to send a pen picture to the Clerk by Sunday 12th July to be circulated to all and then published on the AKPC website.

Action: All Councillors

20-21/049 Actions from Previous Meeting

- 19-20/120 we are still awaiting the replacement of the 7.5t sign, there is a backlog and no date has been given by Wiltshire Council.
- 20-21/020 Cllr Crawford has liaised with the Chairman of the Playing Field Committee re weekly playground equipment checks and requested that dates be recorded.
- 20-21/026J The Highways issue relating to the corner of Happyland/Waterhay is ongoing.
- 20-21/037 An objection from the Parish Council regarding planning application 20/03599/FUL was sent. The application has since been refused by Wiltshire Council.
- 20-21/038 Application 20/03838/FUL is not an application to take over the land but to have the land re-designated from Amenity to Residential, the loss of amenity land was the main point of the Parish Council objection and not wanting to set a precedent. There is no justification to make the change from amenity land. It was proposed that if the Wiltshire Council Officer is minded to pass the application the Parish Council request that it be

Ashton Keynes Parish Council

Called In so that we can present our case. The Parish Council voted in favour of requesting the application be called in and Cllr Berry accepted the mandate.

20-21/050 Chairman's Report

Following a question from a Parishioner during the public forum of the meeting, the Chairman asked for thoughts on using the Nextdoor social media site to signpost members of the public to the AKPC website. Whilst it was recognised that this might aid communication between the Council and Parishioners, its use could also cause problems, with some Parishioners expecting on-going dialogues on issues. There is no duty for the Council to respond or record comments via such a medium, the clear channel of communication being through the Clerk. The Chairman reminded councillors that if a vote was to take place now then this topic would not be able to be discussed for a further 6 months. Nevertheless, a motion was formally proposed and seconded that the Parish Council should regularly use Nextdoor as a means to signpost the public to the AKPC website. However, this motion was defeated.

Street Wardens have been in place for a while now and there was some action early on. It has been suggested that although lockdown restrictions are easing the scheme should stay in place for a while longer. None of the wardens have said that they would like to stand down and it would be good to keep the scheme going.

20-21/051 Clerks Report

Thanks have been received from both Ashton Keynes Parochial Church Council and the Millennium Green Trust for grants sent to them last month. Since sending out the report the Clerk has applied for a Cash and Carry card to hold in case it is needed in the future, it was suggested at the beginning of lockdown but new memberships were on hold.

20-21/052 Financial Report

Income since the last meeting:

Village shop loan interest £ 50.74

Expenditure since the last meeting:

OSM Contract May	£ 900.00
Payroll Admin (Mnth 2)	£ 11.40
Millennium Green Grant	£ 750.00
Parochial Church Council Grant	£1100.00
Zoom Video Communications	£ 14.39
WALC Annual Subscription	£ 569.70
Clerks Expenses Apr – Jun	£ 69.25

Closing balance: £23,478.97

The Parish Council noted the financial report and approved the income and expenditure to date.

20-21/053 Parochial Church Council Representative

The Ashton Keynes Parochial Church Council have requested a Parish Council representative. The Parish Council agreed to create the post of Representative to the PCC. Cllr Low had previously volunteered for the role and was appointed.

An email had been received regarding the appointment of a new Vicar, Cllr Low is to write a letter in response to the email.

Action: Cllr Low

20-21/054 Code of Conduct

The following recommendations were made by the Internal Affairs Committee:

1: Adoption of the LGA model Code of Conduct up to but not including page 6. To be updated if required following consultation.

2: Write our own form of words for 'Breach of Code of Conduct' to the effect that only the principle local authority has the power to investigate alleged breach of code of conduct.

Ashton Keynes Parish Council

The Parish Council agreed to the recommendations.

Action: Internal Affairs Committee

20-21/055 The Future of Neighbourhood Planning in Wiltshire

An application for a development of 71 houses in Malmesbury was recently passed by Wiltshire Council, contrary to the 'made' Malmesbury Neighbourhood Plan, primarily because Wiltshire Council cannot currently demonstrate that it has a 5-year housing land supply. The significance of this is that, following changes to the National Planning Policy Framework (NPPF) in 2019, Neighbourhood Plans are only considered in the circumstances of a failure in 5-year land supply if the Plan was made less than two years previously. Such a ruling virtually negates any significance of most Neighbourhood Plans. The Chairman has discussed this matter with the Chairs of other Town and Parish Councils in Wiltshire, and a joint letter has been drafted to be sent all Wiltshire MPs. (This draft has been circulated to Councillors.) Ashton Keynes Parish Council gave its approval to its name being included as joint signatories to this letter. Malmesbury Town Council is coordinating this matter, and the Chairman will inform the Mayor of Malmesbury of the Ashton Keynes Parish Council's decision.

Action: Cllr Wingrove

20-21/056 Village Hall Annexe

Withdrawn as the shop have applied for planning permission themselves.

(8.30pm Cllr Crawford left the meeting)

20-21/057 Village Hall Finance Support

The Village Hall is one of the main community assets in the Parish and is also an old building. A recent survey, commissioned by the Parish Council, has shown that there is likely to be significant expenditure required on it in the future. It will doubtless fall on the Parish Council to assist in financing some of this work. In raising this issue, a Councillor said that he felt the Parish Council ought to officially ring-fence some of its reserves to facilitate this. He said that not only is this good financial management, but it is also part of the Neighbourhood Plan. It was then suggested that these ring-fenced reserves should be for an emergency fund for Village Amenities in general, which could be used to fund either a direct grant or a loan to an amenity such as the Village Hall, as and when the need arose. It was proposed that the Parish Council ring-fence £40,000 of reserves as 'Emergency funds for assistance to village community assets'. The Parish Council voted in favour.

20-21/058 Committees, Working Groups and Representatives' Report

- a) **Planning** – Nothing to report.
- b) **Flood Risk Management** – Terms of Reference and a Plan of Action have been drawn up. The working group held an inaugural meeting on 22nd June, the notes of which were circulated prior to tonight's meeting. Following the inaugural meeting Cllr Low resigned from the working group. An action plan for the next 3 months has been agreed and is progressing. A Thames inspection visit with the Environment Agency (EA) was arranged for 7th July, this covered the stretch from Flood Hatch Copse to Oaklake Bridge. The EA Officer assessed this stretch of the Thames as not being at risk of flooding due to blockages or restrictions in the river. The EA identified some locations where maintenance by removal of some river vegetation would improve flow. The EA offered to bring a team to the village to demonstrate to working party volunteers how manual maintenance of the river should be carried out. A date of end of August to early September was suggested for this. A report on the EA inspection visit is to be produced and made available on the AKPC website in the Working Group section. A Councillor asked if flooding does occur this year will the Parish Council be liable. It was noted that riparian owners are responsible for

Ashton Keynes Parish Council

their own property. Furthermore, the Parish Council has no statutory responsibilities in these, or any other, matters. The Chairman thanked all involved for the work and information provided so far. The working group will further publicise information on a regular basis.

- c) **Internal Affairs** – Internal Controls check needs to be done.
- d) **Minerals Liaison** – Nothing to report.
- e) **Village Hall** – Nothing to report.
- f) **Playing Fields Committee** – The AGM is due to take place via Zoom.
- g) **Cotswold Water Park** – A news article from the Wilts & Glos Standard was circulated regarding the Lottery Grant given to the CWPT. Issues at Neighbridge continue to be a problem such as parking on approach roads.
- h) **School Governors** – Schools are set to reopen in September and the new building is due to be handed over in the Summer.
- i) **Police** – Nothing to report.
- j) **Highways** – Nothing to report.
- k) **Footpaths & Cycle Routes** – No formal meeting of the newly formed working group has taken place as yet. An informal discussion between 2 members had come up with a plan to walk all footpaths and recruit a network of walkers to report back to the working group. The Footpaths Ownership list from the Action Tracker is to be reactivated and worked on.

Action: Cllr Wain

Notes of the informal discussion to be shared with all members of the working group. Terms of Reference to be produced. Chairperson to be elected.

Action: Cllr Wain

- l) **Ashton Keynes Charities** - Nothing to report.

20-21/059 Matters for the next meeting

Councillors were reminded to contact the Clerk with any items to be put forward for the agenda at least one week before the next meeting.

20-21/044 Date for the next meeting

The date for the next Parish Council meeting will be 9th September 2020.

The meeting concluded at 9.29pm