

Ashton Keynes Parish Council

Present: Cllrs D Wingrove (Chairman), M Carter, S Jefferson, M Seymour, A Stefanovic, E Tidmarsh, R Thomas and K Winstone.

Minutes of a meeting held in the Village Hall on Wednesday 12 June 2013

2013/59 Apologies for absence

Apologies were received from Cllrs B Ellison and M Cooper and County Councillor C Berry

2013/60 Declarations of Interest in items on the Agenda

There were no declarations of interest.

2013/61 To confirm the Minutes of the Annual Meeting and the Parish Council Meeting held on 8 May 2013

Both sets of minutes were confirmed as correct and duly signed and dated by the Chairman

2013/62 Matters arising from the Minutes

The following Matters Arising were raised:

- ⤴ The Chairman approached Jon Hughes, who had previously expressed an interest in the role of School Governor, and Jon confirmed he is happy to take up this role. The council unanimously ratified this appointment.
- ⤴ The Clerk had received the raw data from the recent survey soliciting Parishioner's views on the change of use application for the former Horse and Jockey public house. Cllrs M Carter and A Stefanovic had collated, checked and analysed this data and reported that it was within 1% of the previously published summary.

This data has now been sent to Nigel Whitehouse and published on the AK website.

- ⤴ The Clerk had spoken to the previous Chairman who confirmed that no action had been taken on his complaint about the allocation of Wiltshire Council resources. The former Chairman had further clarified the matter by saying the complaint was about an individual rather than the Area Board or Wiltshire Council. The Chairman agreed to raise this matter at the next Wiltshire Council meeting on 3rd July.

Action: The Chairman

- ⤴ Cllr S Jefferson reported that so far there has been no progress made to recoup the outstanding monies from the senior football team. He had approached the League who will not act to resolve the matter. The Council was unanimous in the view that this matter should not be dropped and Cllr S Jefferson agreed to persist in his efforts.

Action: Cllr S Jefferson

- ⤴ Cllr B Ellison was not present at this meeting so could not report back himself on his discussions with the land owner or lessee regarding the field at the junction of Happy Land and Rixon Gate. Cllr S Jefferson updated the council on Cllr Ellison's behalf: the landowner and the lessee had been contacted but since then the situation had not improved. The stile is still broken, the footpath through the field has not been cleared and because the tractor has ploughed right up to the hedge there is no alternative way around the field via the headland.

The Clerk is to speak to the Landowner and lessee and then to Steve Leonard in Chippenham if the footpath is not cleared and the stile repaired. The Clerk will also raise the perennial issue of the nuisance caused by muck spreading which although not currently an issue will become so again once the seasons change.

Action: The Clerk

- ⤴ The matter of widening the gateway raised by County Cllr C Berry at the last meeting cannot be discussed further until it is raised formally and is therefore removed from the Parish Council agenda.
- ⤴ Cllr S Jefferson placed the tractor on an online auction site where it sold for £3,880. Cllr S Jefferson asked the Clerk to investigate the issue of VAT liability.
Action: The Clerk
- ⤴ Cllr A Stefanovic has spoken to Greensquare who confirmed there has been no further progress with the proposal to develop the Mead. Cllr Stefanovic will keep a watching brief on this and will continue to contact Greensquare on a monthly basis.
Action: Cllr A Stefanovic
- ⤴ Cllr C Berry had provided information on Localism and the Register of Community assets. This will be discussed further in item **2013/69**.
- ⤴ The Clerk raised the issue of lack of collection from the High Road and Bradstone bins with Wiltshire Council who had informed him that this was a matter for the Area Board. The Chairman asked the Clerk to collate a list of all the bins that need emptying and the published timetable for this task before the next Board meeting.
Action: The Clerk
- ⤴ Cllr S Jefferson updated the Council on his fact finding work on S106 allocations and guidelines. The remit for spending this money is wider than first thought with the Council able to identify projects which benefit the community but are wider than open space projects. One such idea is replacing a Portacabin at the school with a permanent structure. Cllr S Jefferson's contact Debbie Evans is going to liaise with the education department on the viability of this proposal. The Council have the authority to identify such projects but not to allocate the monies.

Cllr S Jefferson also confirmed that a project to turn a footpath into a cycle path could come under the S106 remit. There was some discussion about a proposal to link Ashton Keynes to the Sustrans cycle network. None of the Councillors were aware of this and Cllr S Jefferson agreed to continue his work on this topic and to find further information to bring to the council's attention.

The question of low allocation of S106 monies in respect of the former Horse and Jockey and 33 Kent End is to be raised with Debbie Evans along with the progress on the ongoing issue of reduction in funds from a High Road new build property

Action: Cllr S Jefferson

Section 106 monies will only exist until April 2014 when the new Community Infrastructure Levy (CIL) comes into force.

- ⤴ Although there was some confusion about the current state of the bonfire site at the Bradstone Sports Field, it was agreed that the problem of dog waste being deposited there is still an on-going issue. It was noted that the best hope of resolving the problem lay in three sequential steps: (1) The re-siting of the dog waste bin; (2) Clearance of any accumulated waste, followed immediately by: (3) Erection of a sign saying this is not a dog-waste area, coupled with notification in the Village Newsletter.

Action: The Clerk & Cllr S Jefferson

2013/63 Clerk's Report

- ⤴ The noticeboard is to be repaired at a cost of around £100. Cllr E Tidmarsh has agreed to do the work.

Action: Cllr E Tidmarsh

- ⤴ The Clerk asked that all Councillors present and Cllr M Cooper should become cheque signatories. Each councillor will need to provide the Clerk with a certified copy of their passport. This can be done at the Post Office by providing a passport and a recent utility bill.

Action: All Councillors

- ⤴ The Clerk informed the Council members that so far in 2013 he had not claimed expenses for his telephone bill. He will be submitting this claim shortly.

Action: The Clerk

- ⤴ The Clerk asked Councillors for their list of highways repairs. The pot holes in the Mead were mentioned again. The Clerk is to escalate this with the Highways department as this matter has been outstanding for some time.

Action: The Clerk

2013/64 Financial Transactions

a. Receipts

- ⤴ **Mr C Waters (donation for War Memorial)** **£100.00**

b. Payments Made

The Council noted that the following payments had been made:

- ⤴ **AK Village Hall (May Room Rental)** **£ 73.00**
- ⤴ **AK Services (Open Space Maintenance, May)** **£ 1400.00**
- ⤴ **WALC/NALC Annual Subscription** **£ 462.38**
- ⤴ **Inspire Conservation Ltd (War Memorial Refurbishment)** **£ 3588.00**
- ⤴ **Clerk's Salary (May)** **£ 705.36**
- ⤴ **Clerk's Expenses (May)** **£**
- ⤴ **Viking Stationery** **£ 24.92**
- ⤴ **Cllr M Carter (Neighbourhood Plan)** **£ 126.77**

c. Payments made by debit card:

- ⤴ **WGS (Advert for Clerk's position)** **£ 258.00**

2013/65 Parish Council Nominee for School Governor

This topic was covered under matters arising.

2013/66 Neighbourhood Planning

The presentations were well received by Parishioners. From the feedback and comments received Cllr M Carter had identified six main themes. The Councillor's were unanimous in their acceptance of the analysis.

Although the Neighbourhood Plan should not be a Parish Council project it was felt that it was important to maintain momentum and provide a framework for Parishioners to move this project forward. It was decided that each identified theme would have a co-ordinator who would then represent that theme to the project board consisting of Project Co-ordinator, Chairman and Link Officers.

The following representatives were appointed:

Project Co-ordinator: Cllr M Carter. Proposed by The Chairman and seconded by Cllr E Tidmarsh

Chairman: The Chairman. Proposed by Cllr M Seymour and seconded by Cllr S Jefferson

Link Officers: Geoff Winslow and County Councillor C Berry are the appointed representatives of Wiltshire Council.

The Council decided to appoint Theme Champions who would be responsible for assisting with the appointment of Theme Co-ordinators but would not necessarily act as Theme Co-ordinators themselves. The Champions are:

Amenities:	Cllr K Winstone
Housing	Cllr R Thomas
Conservation	Cllr M Seymour
Local Economy	Cllr S Jefferson
Environment	Cllr A Stefanovic

The Chairman agreed to approach a Parishioner who had previously acted as project administrator for the presentations with a view to them taking this role.

Action: The Chairman

Cllr M Carter agreed to arrange a progress meeting in the next ten days with the Theme Champions, Chairman and Project Administrator.

Action: Cllr M Carter

An entry is to be made in the next Parish Newsletter outlining progress to date and the role of Theme Co-ordinator.

Action: The Clerk & Cllr M Carter

Cllr M Carter also asked that some further monies be allocated to this project as costs are going to be incurred. Cllr S Jefferson proposed that £250 be made available and Cllr E Tidmarsh seconded this motion. This was agreed unanimously.

2013/67 Cotswold Community

The Chairman had been approached by an intermediary for the new owners of this site, a development company called Amita, and a meeting took place on 31 May. Unfortunately the Chairman was unable to attend due to ill health but a number of councillors went along. The Chairman wanted to thank Mrs M Marsh for attending and taking minutes at the meeting.

At the meeting, the Amita representatives said that they are in the very early stages of drawing up their plans, but their initial thoughts are to develop the site over the next 7 – 10 years as effectively a small village with a 100 or more housing units (including redevelopment/refurbishment of the 35 existing units) with some form of centralised community services. The development would include affordable housing offered to residents of adjoining villages.

The owners also plan to extract gravel from other parts of the site as it is one of 7 strategic sites identified in the Wiltshire Minerals Core Strategy – January 2012. The method of extraction has still to be agreed although it is hoped to involve conveyor-belt transportation to minimize the use of lorries. The owners are currently in talks with Wiltshire Council and they also want to work with the local community to help shape their ideas for the future development. They have agreed, if it is appropriate, to provide input as part of the Village Neighbourhood Plan process.

All of the Councillors felt it was important to be pro-active in respect of this proposal and to keep this item on the Council's agenda. The Chairman suggested that the intermediary be invited to send in a report to the July Parish Council meeting summarising any progress to date and that they be invited to attend the September meeting in person, by which stage they may have more information. The Chairman also felt it was important to invite the Chairman of Somerford Keynes Parish Council to the September meeting as the location of this proposal will affect that parish as well.

Action: The Chairman and Clerk

The Clerk will establish from County Councillor C Berry the ownership of the gravel at this site.

Action: The Clerk

2013/68 Wiltshire Housing Survey

Wiltshire Council expect the Parish Council to take responsibility for the delivery of this survey and to meet Wiltshire Council's target of 30% returns. There was a lengthy discussion about the best way to do this and it was decided that a face-to-face delivery service was the best way to improve the chances of meeting the return rate.

Cllr M Carter is to contact the Neighbourhood Plan volunteers with a view to using them together with the Parish Councillors to co-ordinate the distribution. Wiltshire Council have set a very tight deadline and in order to have any chance to meet this Cllr M Carter will undertake to contact all the volunteers before Wednesday 19 June.

Action: Cllr M Carter

2013/69 Horse and Jockey hearing at Northern Area Planning Committee Meeting

The Chairman, Cllr S Jefferson, Cllr M Carter and Cllr E Tidmarsh attended this meeting. The Councillors present felt the committee was generally supportive of retaining local businesses wherever possible. The application is to be referred back to Sarah Gostling. The applicants have been asked to provide further information about the marketing of this property as a public house and independent advice on the viability of the business is to be sought.

The Council felt that in light of County Cllr C Berry's information regarding a register of community assets such a register should be compiled as a matter of priority. There was some discussion about listing only those properties felt to be at risk or listing all community assets. This issue also highlights the need for an approved Neighbourhood Plan. There was no resolution as to the manor in which such a register could be compiled.

2013/70 Parish Clerk Vacancy

Ten people have expressed an interest in applying for the vacancy.

2013/71 Committees, Working Groups and Representatives

There were no matters to report that have not been covered elsewhere in this meeting .

2013/72 Refurbishment of War Memorial

A quote of £228.80 to fix the Headstone of the cross by Church Walk was unanimously agreed. Cllr A Stefanovic is to ask the contractors to quote for fixing the base of the High Road cross.

Cllr A Stefanovic also reported that there is a scheme for marking the crosses/memorial with smart water to deter theft. The scheme is free of charge and the councillors unanimously agreed to have the work done.

Action: Cllr A Stefanovic

2013/73 Request for donation for Village Defibrillator

Sufficient funds have been raised by the Village for the 1st machine. Cllr S Jefferson asked the council to consider agreeing to pay the maintenance costs e.g. replacement batteries. It was decided no action should be taken at the moment and that this would remain an agenda item.

Action: The Clerk

2013/74 Any Other Business

With the retirement of the AK Parish Clerk, there is a vacancy on the Malmesbury Community Area Transport Group (CATG). It was decided to give another village in the Minety Division the opportunity to fill this vacancy.

A request has been made for a Church notice board to be placed at the end of Church Walk. Cllr M Carter is to email council members for comments.

Action: Cllr M Carter

Cllr S Jefferson agreed to provide an inventory of equipment at the Bradstone.

Action: Cllr S Jefferson

The business of the meeting was concluded at 10:15 pm.

The next meeting of the Parish Council will be held on Wednesday 10th July 2013