

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

Minutes of the Council Meeting held on 24th May 2023 at 19:15 in Crudwell Village Hall

Present: Cllrs Budgen (Chair), Hatherell, Briggs, Clogg, Hopkins, Ingham, Jones, Merriman, Payne and Stephens.

Public: None present.

15 APOLOGIES FOR ABSENCE

Cllrs Maslin and Smith (WC-Sherston Division).

16 DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE COUNCIL'S CODE OF CONDUCT

Cllr Ingham declared a non-pecuniary interest in planning application PL/2023/01309.

17 PUBLIC QUESTION TIME IN RESPECT OF ITEMS OF BUSINESS INCLUDED ON THE AGENDA

None.

18 TO ADOPT THE MINUTES OF THE MEETING ON THE 26th APRIL 2023

The minutes of the meeting on the 26th April were adopted as a true record and signed accordingly.

19 TO RECEIVE REPORT #05.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #05.1 and the council considered the following planning applications. Full comments submitted by the council can be viewed online at Wiltshire Council under the relevant application reference.

Site	Reference	Comments
Land at Burton Hill, Malmesbury	PL/2023/03244	No objection – subject to condition.
Frith House, Mill Lane, Corston, SN16 0HH	PL/2023/01309	No objection – subject to condition.
Land parcel off the A429, located (north) of Waitrose, Malmesbury, SN16 9NZ	PL/2023/03637	Submission to be coordinated with MTC
26 Milbourne Park, Milbourne, SN16 9JE	PL/2023/03758	Objection.

Cllr Budgen reported on a meeting with residents living opposite the Greensquare development on the B4042 Swindon Road and a Wiltshire Highways officer to discuss the residents' concerns over a number of aspects of the planned highway improvement measures that had been conditioned under the planning consent for the estate and the possible impact upon the residents' properties. These concerns were essentially the position of the highway boundary, the inadequate sight-lines for vehicles leaving the properties and the stability of the ground following the removal of hedges from the disputed highway verge. The discussion confirmed, by measurement and demonstration that the level of visibility conformed with the current guidance (2.4m by 43m), the works are all within the existing highway and, if the removal of hedges caused ground instability measures would be identified to ensure the front garden areas were properly retained. The work will start on the 5th June and is scheduled for completion on 13th September. Cllr Budgen undertook to approach Greensquare to seek to improve the present wholly inadequate local communication with affected residents.

Action: Cllr Budgen & Clerk

The RFO presented the accounts for the year to date; receipts and payments are within budget. The bank statement dated 28th April 2023 showing balances of £27,366.83 and £43,802.02 was noted and matches the reconciliation statement. Cllr Hatherell signed the original bank statements as correct and evidence of verification.

The RFO presented the payments schedule, this was approved and Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Stephens first authoriser, Cllr Jones second authoriser.

The RFO stated that Paul Hallam has carried out an internal audit of the financial records for the financial year 2022-23 and has confirmed that the accounts were well documented, all complete, and were in good order. He found no outstanding issues and has completed and signed the required form.

Payments Schedule			
Payment No.	Payee Details	Reason	Amount (£)
1	The Workshop Aberfeldy	Plaques for Queen's Jubilee trees	£286.20
2	Charlton Recreational Centre	Hall hire for meeting with Miller Homes	£30.00
3	Crudwell Village Hall	Hall hire for monthly meetings May & Jun 23	£40.00
4	RJ & SH Mellowes	Reimburse for stationery supplies	£12.75
5	Idverde Limited	Waste collection - May 23	£99.10
		Total	£468.05

Cllr Briggs stated the current level of insurance is sufficient to cover the assets the council currently has. However, once the proposed defibrillator in Milbourne is in place the insurance figure will be reviewed and increased to give a 20% mark up. This was agreed.

Further to agenda item 170 of the 26th April 2023 minutes. Cllr Briggs confirmed that all activities and tasks that councillors and volunteers had been asked to undertake for the council were covered by the insurance policy. This included the use of a ladder up to a height of 10m, provided 2 people were present, with one holding the ladder, and a risk assessment had been undertaken.

Action: Cllrs Stephens & Jones

21 TO RECEIVE REPORT #05.2 TO REVIEW THE COUNCIL'S RISK ASSESSMENT

The Clerk presented Report #05.2 and, in accordance with good practice, a review had taken place and two items had been added: 'Clerk to send monthly payments schedule and invoices to members of the finance committee for checking prior to monthly council meetings', and 'copies of the invoices sent to individuals setting up and authorising the payment'. These additional checks will ensure all the invoices have been verified by other members of the finance committee prior to circulating the payments schedule and that those setting up the payments can double check all the figures and can refer to them regarding any queries. Cllr Budgen proposed the report is accepted, this was unanimously agreed. The Clerk to add the report to the website.

Action: Clerk

22 VERBAL UPDATE ON THE INFORMAL MEETING WITH MILLER HOMES REGARDING LAND WEST OF MILBOURNE

A small group of councillors and the clerk met informally with representatives of Miller Homes to understand more about the company's plans for the land in Milbourne. The main points from the meeting were:

- Miller Homes are a relatively small house builder with head offices in Scotland. They have a number of regional offices in England and mainly operate within the middle spine of the country.
- Following the community consultation the comments received from residents will be considered before submitting an outline application to the Local Planning Authority (LPA), essentially to establish the principle of development. Pre-application advice has already been sought from the LPA. It is anticipated that the application will be submitted in about six weeks.
- The delivery of 40% affordable homes in the scheme was confirmed.
- Solar panels, air source heat pumps and electric charging points are planned but full details will not be known until later stages of the planning process
- The sole access to the development will be via the A429, with a planned right turn for traffic wishing to travel north. The councillors voiced their concerns about such a manoeuvre.
- It is planned that the existing informal pedestrian walking route parallel to the A429 will be formalised and a hard surface added to also accommodate a cycling route. This was thought to be a route to avoid the dangerous Blick's Hill crossing however the council advised the meeting that this route would not prevent large numbers of individuals (schoolchildren) opting for the shorter and more direct route. A pedestrian refuge at the Blick's Hill crossing was suggested as a possibility. There is also a plan to establish a footway from the new road into the estate.
- There will be space within the development for a Sustainable Drainage System (SUDs) and a community open space with a playground.
- Where possible the present vegetation screening will be preserved and enhanced to make a forage way (ecology route).

23 TO CONSIDER SEEKING FORMAL ENFORCEMENT ACTION FOR APPLICATION 15/1187/FUL, FAILURE TO PLANT THE RECOMMENDED HEDGING TO SCREEN THE BIODIGESTER PLANT AT CHARLTON PARK

Cllr Budgen reported this issue had been raised by Brokenborough Parish Council. Although the site is within this parish, the impact is on certain residents in Brokenborough. As the biodigester plant is visible and the recommended screening appears not to have been done, the council agreed to support this enforcement request.

24 TO CONSIDER A MINOR HIGHWAY IMPROVEMENT REQUEST FOR COWBRIDGE HILL ON THE B4042

As a number of complaints have been received from residents regarding the narrow pavement and speeding traffic on this stretch of road it was agreed to support the request and forward it to the LHFIFG for consideration and possible further action. **Action: Clerk**

25 UPDATE ON THE MOVIES@MALMESBURY CINEMA PROJECT

The clerk read a letter of thanks received from Graham Cooke, the Chair of Movies@Malmesbury Steering Group, for the council's pledge of £1000 towards the cinema project. The group has successfully raised sufficient funds to be able to place the order for the new equipment and tiered seating and a re-launch of the cinema is due to take place in July.

26 TO RECEIVE VERBAL REPORTS ON HIGHWAYS, FOOTPATHS, PATIENTS PARTICIPATION GROUP, PERSONNEL COMMITTEE, FINANCE COMMITTEE, PROJECTS WORKING PARTY & WEBSITE WORKING PARTY

Highways

Cllr Hatherell reported that the parish steward is still assigned on pothole repairs for Wiltshire Council and is therefore unable to undertake any parish jobs at the current time.

Cllr Budgen reported that the new company on the former Kingway Nurseries site had been in contact as it has employees that would like to use the bus network. The clerk contacted Passenger Transport and they have requested two new ghost bus stops (these are recognised on google maps, however there is no visible infrastructure like a bus stop pole or shelter) at either side of the road and the bus company has been informed.

Playing Fields

The regular checks of both playgrounds have taken place and found to be in good order. Grass cutting has been behind schedule, partially due to the wet spring, and photos have been sent to the contractor of outstanding tasks. Wessex Water has removed the fencing around the newly seeded grass area following the fitting of the flow meter.

Footpaths

Cllr Hopkins reported a request had been received from a landowner to have footpath signs placed on land to the left and right of Arches Lane, he has written to Wiltshire Council on this matter. Also regarding MALW27, he noted the footpath across the land had been ploughed and, according to Wiltshire Council advice, should be reinstated as quickly as possible. The council agreed to support Cllr Hopkins advising the landowners of this requirement.

Cllr Stephens has fitted a new bolt to the middle gate on the Cowbridge permissive path and it works well. He advised that vegetation clearance may need to be done in the late summer.

Patients Participation Group – no report

Personnel Committee

Cllr Clogg requested that the topic of dedicated council email addresses be included on the June agenda.

Finance Committee – no report

Projects Working Party

Cllr Briggs reported that the installation of the Corston SID and the installation of a post to affix the Burton Hill SID were imminent. Cllr Ingham confirmed that a consultation meeting with local residents regarding plans to upgrade the equipment at Rodbourne Road playing field was due to be held on Saturday 3rd June at 10 am in Corston Reading Room. She is awaiting a quote to level the land and Cllr Hatherell has spoken to the farmer regarding access.

Website Working Party – no report

The meeting closed at 20:30.

The next meeting will be held at 19:00 on 28th June 2023 at Crudwell Village Hall.

..... Chair Dated