

# ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

## Minutes of the Council Meeting held on 23rd January 2019 at the Reading Room, Corston

**Present:** Cllrs Budgen (Chair), Hatherell, Edgley-Pyshorn, Payne, Merriman, Hopkins, Clogg, Briggs, Lee, Richard Spencer-Williams (Clerk)

**Public:** Four members of the public were present

95. APOLOGIES

Cllrs Cole, Stephens & Thomson (WC)

96. DECLARATIONS OF INTEREST

Cllr Edgley declared an interest in Whiteheath Business Park and was excluded from the Council's decision making in respect of the planning application 18/11775/FUL.

97. PUBLIC QUESTION TIME

Members of the public raised questions and concern regarding the ongoing issue of Frith House and Mill Lane, Whiteheath Business Park planning application, and Wiltshire Council's Consultation on Special Needs School provision. Cllr Budgen responded under times 5, 8, and 10.

98. TO RECEIVE AND ADOPT THE MINUTES OF 19th December 2018

The minutes of the 19<sup>th</sup> December 2018 were adopted and signed as a true record.

99. TO RECEIVE PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen provided the following updates on planning issues within the parish

- i) Frith House: To date Wiltshire Enforcement has not been able to visit the site to assess whether the premises benefits from Permitted Development Rights. Wiltshire Enforcement has informed the owner of Frith House that in the Council's opinion the track is unauthorised and hence will require planning permission for it to be used by vehicles. The owner has been advised that if he carries on with upgrading the surface he will be doing so at his own risk.
- ii) MALM 24: The Wiltshire RoW officer has visited the section of MALM 24 off Mill Lane and has concluded that the addition of the scalplings is an appropriate material for repairing the bridleway.
- iii) Cllr Clogg raised an issue at Barley Close, where residents had brought to her attention a wooden structure being erected on what was assumed to be WC land. Photographic evidence was presented to show the structure appeared to be a 'lean-to garage' to create a covered parking area, and access to this structure meant driving across a grass verge which was being damaged in the process. The Council agreed to contact WC Enforcement. **ACTION: Cllr Budgen**

The Council considered the following planning applications. Where comments have been made these can be viewed on line at Wiltshire Council under the relevant application.

Site Address	Description	Submission
Unit 6, Whiteheath Business Park, Corston, SN16 0HJ	CoU from B8 Storage & Distribution to B2 General Industrial	Objection – B2 Use not acceptable in close proximity to residences
Quobwell Farm, Charlton Park Estate, SN16 0HT	Variation of Condition 2 of approval 17/07126/VAR	No objection

Somerford Hs, 13 Common Rd, Malmesbury SN16 0HN	Remove existing window in the south west elevation of the kitchen, increase opening to accommodate the installation of new wave sliding/swinging doors, extend existing raised paved area	No objection
Land at Sir Bernard Lovell Rd, Malmesbury, SN6 9QF	Work to trees (19/00452/TPO, 19/00445/TPO, 19/00530/TPO)	No objection

#### 100. FIANCIAL REPORT

The Clerk reported that the 2018/19 parish budget was operating to plan. The Current account balance is £2790.60, and the Savings account balance is £19,174.96.

The Clerk reported that WC was still to transfer the anticipated CIL funds from application 17/05004/FUL, and to respond to the s106 requests for the Chippenham and Rodbourne Road playgrounds. Cllr Budgen informed the Council that he had raised the matter with Cllr Thompson, and Cllr Sturgis, as well as suggesting the Malmesbury Area Board schedule a briefing item by WC officers on CIL and s106 payment processes.

**ACTION: Clerk, Cllr Budgen**

The following cheques were authorised

<u>Cheque No</u>	<u>Payee Details</u>	<u>Amount (£)</u>
101377	HRMC	103.00
101378	AW Services	1320.00
101379	Corston and Rodbourne Reading Room	36.00

#### 101. RECOMMENDATION FOR PARISH COUNCIL ACCOUNTING SOFTWARE PACKAGE

Cllrs Briggs and Hopkins and the Clerk presented Report #01.2 on an outline proposal to adopt a new accounting software package offered and supported by Rialtas Business Solutions Ltd, based in Wroughton. Following a short discussion the Council agreed to adopt this package, and the associated costs, as it was considered it would ensure a more efficient accounting and budget reporting process, which supports the Council's needs. It was planned for the system to run in parallel with the current one.

**ACTION: Clerk**

#### 102. CONSIDERATION OF FURTHER ACTION IN RESPECT OF ISSUES AROUND BRIDLEWAY MALM 24 AND VEHICULAR USE

Members of the public present expressed concern at the ongoing use of MALM 24 by vehicles. Cllr Budgen updated the Council and the members of the public on the latest position. WC Enforcement had informed Cllr Budgen that the owner of Frith House had been informed that the use of the track from the bridleway to the rear of his house is unauthorised. WC Enforcement has this matter on their urgent priority list. The WC Rights of Way Officer had advised the Council that the scalplings used to cover the bridleway were considered suitable. However, a member of the public who was of the opinion that scalplings were not suitable for horses contested this. Cllr Budgen reassured the public present that the Council would continue to work with WC on the planning breaches and enforcement issues. Cllr Budgen advised the public also to submit their concerns via the WC Community Issues route. Cllr Hatherell offered to support this process with them.

**ACTION: Cllr Hatherell**

#### 103. CONSIDERATION OF S106 FUNDS TO IMPROVE THE FOOTPATH FROM THE PRIVATE ROAD TO THE START OF PERMISSIVE ELEMENT OF COWBRIDGE FOOTPATH

Having met with the WC Rights of Way officer, Cllr Clogg and Cllr Budgen briefed the Council on the possible use of dedicated s106 footpath funds to improve the short stretch of footpath from the private road to the start of the permissive footpath at Cowbridge as outlined in Report #01.1. The Council agreed to obtain quotes for this work before deciding if the work should proceed.

**ACTION: Cllr Clogg**

#### 104. WC CONSULTATION ON SPECIAL NEEDS SCHOOL PROVISION

The Council heard a representation from a parent from the parish who had concerns with the proposal by WC to relocate SEND schooling from Chippenham to Rowde. The resident

expressed concern that this proposal could serve to marginalise children with special needs from their community and pose an unacceptable amount of travel time for the children. The Council considered the economic and welfare issues involved, and agreed to offer a statement to WC in support of the local perspective. **ACTION: Cllr Budgen**

105. CONSIDERATION OF CONTRIBUTION TO MALMESBURY AREA BOARDS HEALTH AND WELFARE CHAMPION

The Council discussed a request from the Malmesbury Area Board to make a financial contribution to the running costs of the Health and Well-being Champion. The Council requested more information about the overall level of service that is provided, where accountability lies, and what percentage of the individual's caseload is likely to fall in the Parish. On receipt of this information the Council will reconsider the matter. **ACTION: Clerk**

106. CONSIDERATION FOR THE COUNCILS NEED TO RECEIVE HOLD THE ELECTORAL REGISTER

The Council agreed to request a copy of the latest version of the electoral register. It agreed that it would be stored securely by the Clerk and be available upon request by the Council. **ACTION: Clerk**

107. COMMITTEE REPORTS

Cllr Hatherell reported

i. Highways –

Parish Steward Priority List for December

- Corston to Burton Hill Pavement to be cut back & sided out.
- The Footpath entering Haddons Close Foxley Rd to be cut back.
- Milbourne grips to be cleared – to be completed after the pedestrian safety refuge Completed
- Arches Lane opposite Police Station- leaves & grass removed & cut back
- Footpath between Vicarage Gardens & the Zebra Crossing & further down - cut back & cleared
- Rodbourne Bottom & Rodbourne Lane drains - cleared out.
- Marker posts have been added on the junction of the A429/Common Rd in Corston - as the verge was being worn away after the broadband installation.

ii. PEAS – Parish Emergency Assistance Scheme

The Council were reminded to monitor the salt/grit bins in case they need topping up.

iii. Playing Fields.

Cllr Hatherell completed the inspection of the play equipment at the Chippenham Rd and Rodbourne Rd playgrounds and has completed the inspection reports along with a defect/action sheet. Specifically, at the Chippenham Rd playground Cllr Hatherell checked the swing seats and the wooden swing posts down to the concrete footings. All apparatus was judged to be safe and in satisfactory repair. **Action: Cllr Hatherell**

iv. Defibrillator Project

Ray Sanderson has confirmed that the defibrillator is now live as of 10/01/19. Training now needs to be arranged and promoted to encourage parishioner awareness.

**Action: Cllr Hatherell**

v. Footpaths

Cllr Briggs updated the Council about the progress on the Milbourne Safety Refuge and footpath that was almost complete. He suggested consideration be given to installing a recovered memorial stones from the old Monks Way to make a feature at the corner in the village.

vi. Joint Burial Committee

Cllr Briggs reported a meeting with Malmesbury Town Council to finalise the agreement is being arranged for early February.

၈၂. Patients' Committee

Cllr Lee informed the Council that following his report at the last meeting he can report that there are two defibrillators situated at the Malmesbury Primary Care Centre, as well one positioned outside at Athelstan Care Home.

The meeting closed at 21:00

The date of the next meeting is 27th February 2019.

..... Chair

..... Dated