

# Easterton Parish Council

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 19<sup>th</sup> MARCH, 2018 AT 7.30 PM IN EASTERTON VILLAGE HALL.

**PRESENT:** Mr. C. Saunders (Chairman), Mr. B. Myerscough (Vice-Chairman), Mr. R. Bulson, , Ms. J. Boyt, Mr. A. Fuller, Mr. N. Stovold and Mrs. S. Deegan (Clerk).

**APOLOGIES:** Mrs. V. Turner

### DECLARATIONS OF INTEREST

The Chairman and Councillor Bulson declared an interest with regard to the Village Hall when required to discuss financial matters and Councillor Fuller with regard to byway 20. There were no other declarations of interest.

### 1. MINUTES

The minutes of the meeting held on 19<sup>th</sup> February, 2018, which had previously been circulated by email, were taken as read and approved as a true and accurate record. These were then duly signed by the Chairman.

### 2. MATTERS ARISING

#### 2.1 Stream/Drains and Village Flooding

**a) Kings Rd and High Street Outfalls (on church land)** – The Kings Road outfall awaits contractors commencing work on Strawberry Fields, (Phase 2) – as agreed with planners. Pressure to commence B3098 outfall reconstruct awaits photograph of discharge at full bore to prove claim that undue damage is being caused to the surrounding land.

**b) White Street Ditch** (culverting thereof) – Establishing ownership of different parts remains a problem to organising the reconstruct – ongoing.

**c) Telemetry Equipment** – Secondary (amber) warning level reached last three weeks. Equipment suppliers asked to look into erroneous (red) flooding warning message. Also to invoice the Parish Clerk for another £40 block of credits to cover future SMS flood warning messages.

**d) Village Stream** – Councillor Bulson reported that at the NOFWG meeting it was mentioned that if any stream dredging was required then PC precept monies should be used (WC funding was no longer available at present). Permission, at a cost, would also have to be obtained from the EA. Some erosion of the stream's banks, as previously reorted, continues to be monitored. Otherwise no flow problems.

With regard to the overflow culvert at the bottom of Oak Lane , this had been reported to WC Highways – Danny Everett for examination.

The GPS plotting of all Easterton drainage systems is planned for later this Spring.

## **2.2 Planning**

### **2.2.1 Strawberry Fields Housing Development (formerly the Jam Factory Site) 17/06884/VAR Registered 02.08.17**

Once again the Chairman reported that there was still no date available for the start of Phase 2 as many new planning conditions had to be met before work commenced. With regard to outstanding matters in respect of Phase 1 these were as follows:-

*The old retaining wall:* Following on from the last meeting when concern was expressed regarding the crack in the retaining wall the Chairman reported that the fissure appeared to be increasing in size since the time it had been inspected by WC. It was now his intention to contact Highways, Cllr Whitehead and GSG again, providing photos of the current state, in an effort to ensure that early remedial action was taken.

*Lack of lighting at the top of the steps:* As reported at the last meeting despite representations regarding the illumination safety issue Wiltshire Council had stated that it was not empowered to insist on immediate action being taken to remedy this. However, the Chairman said that in his view further representations should be made in an effort to avert a serious accident occurring as a result of the absence of satisfactory lighting.

*Redundant BT post:* The meeting noted that the redundant post had now been removed by Openreach and **discharge** was agreed.

*Raised Manhole Cover:* It was noted that the position remained in that this would not be dealt with until the start of phase 2 so still outstanding.

*Site maintenance including weed growth/landscaping:* Complaints had been received from residents regarding site maintenance and it was agreed that an update on the proposed maintenance programme should be obtained and the Chairman undertook to take the necessary follow-up action.

### **2.2.2 Concern over 49 Oak Lane as a “Residential Childrens Home”, Easterton. App. No. 16/04102/CLP. Registered 19.5.16**

The Chairman reported that six Parish Councillors had met informally with two Esland representatives on Monday, 12<sup>th</sup> March to air grievances which had become apparent since Esland Ltd took over this property to develop it some two years ago as a residential children’s home (for two). It was freely admitted that Esland’s representatives had not employed the correct protocols to engage with the neighbours/Village.

Despite a poor start in terms of engaging with the immediate neighbours the situation appeared to be improving apart from problems with car parking and this remained an issue.

It was agreed that the report from the meeting on 12<sup>th</sup> would need to be supplemented with additional comments from Councillor Myerscough and should be sent to both Sally Hornby and Lindsay Clough together with a copy to Megan Smith and Laura Mumford from Esland.

### **2.2.3 Draft Wiltshire Housing Site Allocations Plan**

Following the October meeting the Parish Council comments regarding a preference for small scale development in a number of areas had been forwarded to Market Lavington Parish Council and no feedback had currently been received and it was agreed to **discharge** this item.

### **2.2.4 Crookwood Motoparc Events. App. No. 17/10190/FUL. Registered 31.01.18**

The meeting noted that the application for this site was being strongly resisted by all three local parish councils and was due to be referred to the Eastern Area Planning Committee on 22<sup>nd</sup> March. The meeting reiterated its implacable opposition to the proposed events which were of no benefit to the Parish and raised serious health and safety issues. It was agreed that the Chairman should speak on behalf of Easterton PC at the forthcoming meeting in an effort to ensure the rejection of this application.

### **2.2.5 Black Barn, Court Close Farm, 2 White Street, Easterton. App. No. 17/09741/FUL. Registered 23.11.17**

The Parish Council noted that the above application to demolish two detached dilapidated buildings and replace with a single dwelling including new access had now been withdrawn.

## **2.3 Village Hall Play Area/Village Hall Improvements**

The meeting was reminded that progress of outstanding works to the Village Hall was very much dependent on the receipt of further funding and to this end the Chairman reported that he had made representations to Wiltshire Council regarding possible CIL (community infrastructure levy) which would accrue from the development of the site in Vicarage Lane, Easterton (17/06367/FUL), formerly known as Vicarage Lane Nurseries. Furthermore, he had enquired as to whether or not additional 106 monies (or CIL) would be forthcoming as a result of obtaining planning for the four extra houses on the Strawberry Fields site (16/07016/FUL).

With regard to the 17/06367/FUL application WC had replied that they were waiting for the CIL Liability and Commencement Notice to be returned back from the Applicant and until this happened confirmation would not be forthcoming either in respect of the CIL amount or payment dates. With regard to 16/07016/FUL WC confirmed that no Commencement Notice had been returned yet. On receipt of the Commencement Notice a Demand Notice would be issued to the applicant confirming when payments were due.

Councillor Bulson reported that there were no areas of concern when he carried out his monthly check of the play area apropos the risk assessment to ensure maintenance of safety standards. However, as previously advised, scrutiny of the two benches that required attention, (one in the play area field and the other at the top of Oak Lane) by the Chairman and himself to ascertain the replacement/repair costs was still ongoing. This was noted.

Councillors were once again advised by the Chairman that he still intended to approach Gary Seal regarding the procurement of a screen and projector for the benefit of both the Parish Council and the Village Hall at the cost of approximately £1,500. However, although he now possessed the necessary application forms to progress the matter through the Devizes Area Board the latter required match funding and he felt that this project should be put into abeyance until the more essential/fundamental building works had been completed.

## **2.4. Traffic and Road Conditions**

### **2.4.1 Footpaths and Byways**

**Footpath 17 and 18:** The Clerk reported that she had advised Paul Millard that the Council's view was that footpath 18 should be left in its current state for the time being and with regard to footpath 17 action should be taken to ensure that this route should become accessible, safe and free of obstruction. As no further information had been received from Paul Millard

regarding his undertaking to contact Mr. Palmer to arrange for the legal line of East 17 to be made available it was agreed that the Clerk chase for an update. This was noted.

**Byway 20:** The meeting noted with concern that Wiltshire Council had been “overzealous” in respect of cutting back hedgerow growth along this byway with the result that residents whose property/land bordered this route were most distressed. The Clerk said that she had communicated these concerns to Paul Millard at Wiltshire Council who advised that in order to avoid similar events happening in the future it would be necessary for such property/land owners bordering rights of ways to ensure that their hedges etc. were properly cut back and maintained. This was noted.

**Footpath 6:** Although the Chairman had spoken to Jim Spencer (landowner) regarding the southern part of this footpath which he had agreed to cut back to date no action had been taken. With regard to the northerly section, as previously reported the Clerk said that she had asked Paul Millard to contact the landowner, Dr. Cayford, to take responsibility for cutting back his part of the footpath. This was still ongoing.

**Footpaths MLAV38 and EAST8:** Councillor Boyt offered to have a word with William Smith regarding his intentions to fence off the footpath which ran across his land. This was noted.

**Public Rights of Way:** The Clerk reported that the updated pamphlets had now been produced with a cost of approximately £65 although no bill had yet been received. These would now be distributed with the Echoes to each household. This was noted.

#### **2.4.2. Parish Steward, Highways (Potholes/Road Surfaces) Pavements/Hedges**

The Clerk reported that due to recent weather conditions which had resulted in more potholes on the roads Parish Stewards had been instructed to patrol looking for these defects. Furthermore, the Stewards had been directed to carry out repairs with the result that all other activities would be suspended for the time being. This was noted.

The white line renewal at the Easterton Sands/Kings Road junction was still outstanding and also where Vicarage Lane met with Kings Road. The Chairman repeated that in the email he had received from Richard Dobson (WC Highways) he had been given the assurance that when they were back in 2018 they would continue with the tasks not completed in 2017 and he would ensure that Easterton was a top job in the Devizes area and would keep us up to date with how the works were progressing.

It was further noted that following the latest report from the Area Board detailing scheduled works through the CatG system the requested white line in Easterton (made from a resident for one to be placed directly outside her garage opposite Oak Lane) had not been listed. The Chairman undertook to establish the status quo.

#### **2.4.3 Parish Gardener**

It was noted that the Clerk had confirmed the re-engagement of the Parish Gardener, Mark Goddard and that he be retained based on his recently submitted annual quote of £3282 inc. VAT on a modified work schedule for 2018/19. This represented a reduction on the previous year.

In the absence of Councillor Turner it was not known whether the Gardener had successfully applied one more cut to the cemetery and Village Hall field and a final leaf clear to footpath 33 (Well House) which he was expected to undertake in March before starting the new contract. It was noted that an update for the cutting programme template would be produced with a copy of such provided to the Gardener for regular completion.

## **2.5 Cemetery – Maintenance**

The Chairman reported that he had just commissioned Richard Hartley to deal with the moles in the cemetery as previous attempts to discourage these unwanted visitors had not been very successful.

The meeting noted that the recent water bill for £12.55 had been received and settled.

With regard to the collection of waste by Wiltshire Council, this contract had now been terminated and a new contract awarded to Hills with no increase in current charges. This was noted.

## **2.6 Police Liaison including Neighbourhood Watch**

The meeting noted that no funding would be forthcoming from Wiltshire Police for a neighbourhood watch scheme for the Village. It was understood that the current neighbourhood watch scheme was to be updated with a scheduled date of 7<sup>th</sup> July for the AGM at Police HQ.

The Clerk reported that she had responded to a request for details of forthcoming events to be held in the Village where the Police might be able to mingle with residents on an informal basis. The March newsheet had been circulated to Councillors.

## **2.7 Area Boards**

There was nothing to report.

## **2.8 Future Parish Council Meetings**

The following Parish Council dates were then confirmed as Wednesday, 11<sup>th</sup> April for the Annual Parish Meeting and Monday, 21<sup>st</sup> May for the Annual Parish Council meeting. As formerly agreed the June meeting would be held on 25<sup>th</sup> of the month instead of 18<sup>th</sup>. Newly appointed Councillor Fuller kindly volunteered to be the guest speaker at the APM on “Mapping the World in a Tin Can”. It was agreed that Councillor Whitehead should be approached regarding the use of his projector and screen for presentation purposes.

## **2.9 Wiltshire Core Strategy/Neighbourhood Plan**

It was noted that there was nothing further to report as there had been no recent Steering Group meetings and that they were still waiting to hear back from Wiltshire Council regarding the SEA screening before a further meeting took place.

## **2.10 Village Website**

The Clerk said that the Village website had been updated with a revised list of Parish Councillors. It just remained for a decision on the “lead roles” before these could be posted. The Clerk undertook to circulate the current list for amendment/discussion.

## **2.11 Devizes Area Emergency Planning Workshop**

Councillor Bulson again confirmed that there had been no progress regarding the possibility of providing emergency radios for all those participating. A 5watt radio cost £13 but to buy 10 would bring the price down to £10 for each unit; in addition it would be necessary to apply for a licence which, in turn, would cost £75. This suggestion had still to be examined at the next FWG meeting. Noted.

Further to the information provided by the Chairman at the January meeting regarding receipt of £3558.64 grant from SSE the Village Hall had purchased a generator (£2650) and still had

available £500 (after cost of electrical switch gear installation) to put towards obtaining and installing a steel cage for housing this item. The intention was to place it outside the Village Hall in a secure position. A request had been submitted to Wiltshire Council for appropriate support material, stationery, maps and a filing cabinet. To formalise the position and to (hopefully) qualify for further financial support Ron Crook had been asked to contact Wiltshire Council for the Hall to gain such recognition as an “Emergency Rest Centre”. This was noted.

With regard to the EV package this still had to be properly costed before a proposal could be considered. Furthermore, it would be necessary to finalise a list of emergency volunteers and it was hoped that Ron Crook would be able to complete this task within the near future.

### **2.12 Village Enhancements**

**Waymarking:** A supply of waymarkers was still available for any further signage that might be considered necessary.

**Millennium Planters:** It was noted that the cost of fitting/replacing two of the five millennium planters together with the purchase of enough log roll for all five had come to £160.40 and had been paid to the Honest Services Company who had agreed to store the remaining material free of charge for a year. It was agreed to retain this minute in the event that the other planters deteriorated in the foreseeable future.

The meeting agreed that following a request from the Womens’ Institute the upkeep of one of the planters in the High Street should be transferred them for future maintenance.

### **2.13 Internal Audit/Annual Return for 2016/17**

The Chairman advised the meeting that he was still trying to ascertain whether Lynn Austin was prepared to take on the responsibility becoming Easterton’s internal auditor and providing a backlog of figures for the 2016/17 accounts. It would also be necessary to ascertain costs and establish his interest in taking on the role.

It was further noted that despite information having been received regarding the General Data Protection Regulation, effective on 25<sup>th</sup> May, 2018, compliance for which may require Easterton to appoint a Data Protection Officer no further guidance had been received from NALC and therefore there was nothing more to report.

### **2.14. Risk Assessment**

The meeting noted that the Chairman and Vice-Chairman were still in the process of developing new protocols in order to formulate an appropriate risk assessment strategy for the Parish Council.

### **2.15 Commemorative Tree Planting – Site Identification**

With regard to the planting of a 10’ oak specimen to be sited outside the Manor on the grass verge (to replace the millennium planter), it was noted that Councillor Turner was still trying to establish/obtain a Section 96 approval from the relevant WC tree officer (Richard Murphy) if this is what was required.

### **2.16 Lavington & District WW1 Commemoration Group – Toposcope Project**

The meeting learned that the Clerk had written to Lyn Dyson stating that the Parish Council had agreed in principle to make a £500 donation subject to seeing/approving the final design.

In response the latter said that she had passed on our comments to their treasurer who was dealing with the design of the toposcope and would be in touch as soon as some drawings became available.

### **2.17 Defibrillator**

The Chairman said that he would include a further invitation in the Echoes for public spirited residents to make a donation towards the continuation of this facility. This was agreed.

### **2.18 Councillor Vacancy**

Following the appointment of Mr. Andrew Fuller it was agreed to **discharge** this item.

### **2.19 Dog Control**

It was agreed to **discharge** this item now that reference had been made to this incident in the Echoes.

### **2.20 Victim Support**

The Clerk reported that a ‘thank you’ letter had been received in respect of the £25 donation to this organisation. **Discharge** agreed.

### **2.21 The Great British Spring Clean**

It was noted that due to the weather conditions this had been cancelled but rescheduled for Sunday, 20<sup>th</sup> May.

## **3. CORRESPONDENCE**

### **3.1 Wessex Water – High Street Closure**

The meeting noted that the High Street would be closed between 9 – 13<sup>th</sup> April for works to be undertaken by Wessex Water in connection with “manhole renovation sealing work”. This information would be included in the Echoes and assurance given that access to the Village Hall etc. would be maintained.

### **3.2 Carerstrust – Carer Support Wiltshire**

It was agreed to donate £30 to this organisation in support of Wiltshire’s “Community Connections Appeal”, the aim of which is to raise £25,000 to tackle loneliness amongst carers.

## **4. BILLS FOR PAYMENT**

It was agreed to draw cheques for the following: S. Deegan (March Sal): £419.54; Office Expenses: £33.33; Carerstrust: £30; Alphaprint.me: £70; Water2Business: £12.55.

## **5. ANY OTHER BUSINESS**

### **5.1 40mph Limit on the B3098**

Councillor Stovold asked for this item to be reinstated as he was dissatisfied with the decision made by Wiltshire Council to allow a 40mph limit between the two villages instead of a consistent 30mph from exiting Market Lavington and on through Easterton.

According to Councillor Whitehead by allowing the 40mph between the two villages it allows a 30mph sign at the start of Easterton which then slows the traffic down. It was agreed to advise Councillor Whitehead that his view on this matter was not shared by the EPC.

**5.2 VAT Return**

The Clerk advised the meeting that she had submitted a claim for VAT for the sum of £1796.54. This was noted.

There being no further business the meeting closed at 8.45 p.m.

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_