



Atworth Parish Council

Minutes of a Meeting of the Parish Council held on
Wednesday 19th July 2017 at 7.00pm in St Michael's Church
Hall, Atworth

www.atworth.org

Present:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Alan Lee (AL), Richard Clark (RC), Cllr. Sarah Horrell (SH)

Plus ten members of the public

Ref. Agenda items

028/17 1. **Welcome**

The Chairman welcomed Councillors and members of the public to the meeting.

029/17 2. **Apologies for absence**

The Clerk reported that there had been apologies for absence received from Maggie Ledbury (police) and Cllr. Phil Alford.

030/17 3. **Declarations of interest**

RC is a trustee of the Atworth Village Hall Charity.

Closure of meeting for public participation

EGS explained that the Public were entitled at this stage to speak to the parish Council through the chairman.

Issues raised were:

Agenda item 9.5

Agenda Item 4

Parking on yellow lines in Coronation Road

Development 6 and prospect Fields

Reconvene meeting

The meeting was reconvened.

031/17 4. **Planning Applications**

Councillors to consider Planning Applications received since the last meeting:

[17/05785/FUL](#) Unit 8 Atworth Business Park Bath Road Atworth, Melksham
Wiltshire SN12 8SB - Extension to B8 commercial building, service road extension, landscaping
and associated drainage works

The planning application was discussed by Councillors.

AL reiterated that we are limited to commenting on what is in front of us.

EGS proposed that we support the proposal subject to conditions. We need to know whether the development will impact on property; we need the bund to be put in place and planted with native planting first and to be sensitive to adjacent properties; we should also mention that comments have been made about great crested newts. Seconded by RC. All councillors were in favour. The Chairman signed the comments form and the Clerk undertook to forward it to Wiltshire Council.

032/17 5. Minutes for approval

5.1 To consider, approve and sign the minutes of the Parish Council meeting held on Wednesday 21st June 2017

[Download link to copy of draft minutes](#)

The minutes of the Meeting of the Parish Council held on 21st June 2017 were proposed by RC, Seconded by SH and approved as a true record.

033/17 6. Outstanding Actions

Updates on the following actions arising from previous minutes:

6.1 Grass cutting update

EGS had suggested at the June meeting that the Grass Cutting Contract be divided when it comes up for renewal, with the Village Hall and Recreation Ground being treated separate from the village verges. The Clerk had been asked to look into contract renewal dates. The Clerk reported that the contract came up for renewal in November 2017.

He added that the main grass verge cutting contract through Atworth was being done through Idverde, but there is no further information available.

6.2 Poppy wreaths

The Clerk reported that Wiltshire Council's heritage monuments team had written to give approval for net hooks on the Clock Tower to be replaced and six more put in. EGS confirmed that these had now been installed. Issue closed.

6.3 Clock tower clock repairs

EGS observed that compliments had been received over the repairs to the clock tower clock. The Clerk confirmed that an invoice is awaited.

Regarding the tile that needs replacing, the Clerk reported that he had so far approached three builders and roofing contractors; one had not been interested and two had not responded. Recommendations were given for further contractors to try.

6.4 Quote for repairs to Recreation Ground benches

In the Asset Register, two benches on the recreation Ground were gifted to the village so they are the parish council responsibility. EGS proposed that all benches and picnic table were transferred as assets to the Parish Council. This was agreed to by all.

RC had obtained quotes. The wood to replace the three broken benches would cost around £500 but there would be labour costs and materials including preservative as well.

New benches would cost around £500 each.

It was proposed by SH and seconded by AL that RC progresses with this. All were in favour.

6.5 Bollards in Pavement at Albion House

SH asked that we write to the owners of Albion House regarding the illegal parking, which the Chair said we would do again after we had met with Highways and established a way forward. This meeting is scheduled for 2pm on 31st July.

6.6 Update on the “No Trespassing on the Verge” sign

Carried forward to next meeting.

6.7 New Noticeboards

The Clerk showed those present an example, which met with the meeting’s approval. The Clerk is to check whether we can arrange for one side to be lockable and the other side open for all users.

The Chairman asked that we look for a quote for three noticeboards.

6.8 Communication with residents at Chalfield

The Council considered the letter drafted by the Clerk. AL asked that we get something about becoming a councillor into the first paragraph. This was agreed to by all present.

EGS stated that it would be beneficial if we could get someone onto the Council with a countryside interest, business-based knowledge, and essentially anyone who is interested and has the time.

6.9 Hedge cutting

RC held a meeting with the hedge-cutting contractor on 12/7 and confirmed that he has signed the 'Contract to cut the hedge' at the entrance to the western end of the recreation ground in September. The signed contract was handed to the Clerk.

034/17 7. Reports

7.1 Police report

PCSO Maggie Ledbury was unavailable. No report was submitted.

7.2 CATG have not met since the last report.

7.3 Community Speedwatch – AL mentioned that a speed of 57 MPH had been recorded in the village. The proportion of people excessively speeding has increased. There had been a Metrocount a while ago and the volume of traffic had stayed much the same as usual.

7.4 Village hall report. RC reported that there has been vandalism in the tennis courts – someone has cut a hole in the gate. A crime number has been obtained from the police. A dog on a lead has also been seen on the rec. however the owner carried on regardless when challenged about this. The Village Hall is considering putting in CCTV. The kitchen refurbishment is planned for later this year.

7.5 Wiltshire Council – Cllr. Alford submitted the following written report:

Since our last meeting I have attended a full council meeting; of the items discussed the most significant was the new business plan. This document sets out the priorities and plan for the council moving forward over the next ten years. The intention now is have 4 director posts up from 3, one of which will be the co-funded Corporate Director of adult care and health. The intention of this post is to integrate health with social care. People rightly highlighted this through the recent election campaigns and it is right that Wiltshire is moving to achieve this. The outcome is intended to bring about a smoother transition from NHS care into adult social care and make better use of public money as these two organisations look for ways to work together.

Other key points include Jane Scott saying that she is frustrated with the slow transfer of assets and is going to order the legal department to speed this up.

035/17 8. Finance

8.1 Approval of Clerk’s Salary for July 2017

Proposed by AL, seconded by SH and all were in favour.

This was carried forward to the next meeting subject to the benches being added.

AL proposed and RC seconded that the current asset register is accepted as it stands. All were in favour, however it was noted that there is no nominal valuation for the Recreation Ground, which should be addressed when the asset register is revised.

9.2 To consider adoption of a Meeting with Developers policy for the Parish Council

EGS had several comments to add to this, which were passed to the Clerk. Proposed as amended by RC, seconded by SH and all were in favour.

9.3 To consider requesting the Clerk to draft a Social Media policy

This was agreed to by those present – the Clerk would present a draft to the next meeting.

9.4 To consider requesting the Clerk to draft a Data Protection policy

The Clerk mentioned that we have to appoint a data protection officer effective May 2018. We will have to have a list of all the information we have retained on someone and how long it's kept for.

9.5 To consider raising awareness on the problem of illegal tipping, following the recent death of a calf at Church Farm through deliberate disposal of garden waste over the garden waste.

EGS asked if we could check with Michelle before sending out a suitably worded letter, which Michelle confirmed was appropriate. Dumping waste could be a civil offence, and there could be legal repercussions. Incidents witnessed should be reported to Wiltshire Council. SH said we need a picture or a poster to get the message across; the Chairman decided that initially a letter would be issued warning people against fly tipping. Clerk to draw up a letter explaining it's a serious problem and address it to everyone in Bradford Road, Nursery Road, and everyone who backs onto the fields.

It was agreed that a campaign on responsible dog ownership be considered for the future.

9.6 Task list for next Parish Steward visit

Councillors were encouraged to send the Clerk updates for work to be included in the Parish Steward tasking list (next visit scheduled for 4th and 5th September 2017)

037/17 10. Applications for Co-Option

10.1 Council to consider co-option application reference 1703-KH

After some discussion, a vote was held and the applicant was approved.

038/17 11. Correspondence

11.1 To consider a request from a resident to purchase signage for a time capsule and to bury it in the clock tower

EGS explained that the time capsule should be returned to the Parish Council. Councillors did not want it buried in the Clock Tower. Proposed RC and seconded by AL that it will then be housed with our solicitors, Forrester Sylvester Mackett . Clerk to contact the resident and arrange for it to be passed to the Chairman in the interim.

039/17 11. Any Other Business

RC stated that he has established a list of all the benches in the parish and an estimated cost for repairing them all.

040/17 12. **Date of Next Meeting**

Date of next meeting : 20th September 2017 in the Village Hall

Meeting closed at 21:30

Signed.....

Date