

Minutes
Charlton St Peter and Wilsford Parish Council
Quarterly Meeting- held on Zoom
Wednesday 10th February 2021 at 7:30pm

Due to the current government advice, members of the public were invited to attend this meeting virtually via Zoom.

Declarations of Interest

Note: Members who are bound by the provisions of the National Code of Conduct are required to declare either personal or prejudicial interests and, where necessary, leave the meeting during consideration of any relevant matters.

Present: Neil Golding- Chair (NG), Tim Fowle- RFO (TF), Clarissa Reilly (CR), Bob Montgomery (BM), Simon Newton (SN), Joanna Fraser (JF)

Also Present: Paul Oatway- Councillor (PO), Cassandra Fowle- Clerk (CF), Mary Gillmore (MG), Jo Halton, Christopher Beese, Cliff and Becky Adams, Norman Beardsley, Sharon Prance, Charlie Lacey, Richard Lowe, Mark Fife, Luke Fowle, Alma Fowle

1. Apologies for Absence

- Apologies were received by Geoff Reilly

2. Minutes of meeting held 11th November 2020

- The minutes were agreed by those present

3. Matters Arising from the previous meeting

3.1 GSW- Ongoing

3.2 NDP- Ongoing

3.3 Wilsford Shoot and Training School

- A hardcore track has been laid going towards the dug pond and a small hut erected behind Wilsford Mill. CR will investigate further and report back.

3.4 Rights of way issues

- Several rights of way issues have been identified by a report compiled by MG (this report is available to view on the documents section of the PC website).
- NG, MG, Stephen Leonard along with others have come up with an action plan for areas which needed addressing.
- WILS 13 had some maintenance undertaken around christmas and has had some more work done recently.
- The hunting gate on WILS 8 will be turned around so it is easier to use.
- WILS 8 and WILS 12 have both been badly damaged by a combination of very wet weather and heavy machinery use. This damage was reported to Stephen Leonard and he has asked the landowners to ensure remedial works are carried out when the ground has dried up.
- CR has received an email from Tim Maltin, who has apologised for the damage which has been caused as a result of the work he has had done. Some work has been done to grade and correct the damage.
- WILS 7, which was repaired by WC several years ago, has also been damaged by large vehicles. Stephen Leonard has discussed this with the landowner and rectification measures will be put in place.
- Yosh Reilly has dug a small trench in the west gateway of WILS 5 which has allowed the water to run away, this has worked well.
- The PC will continue to liaise with Stephen Leonard and monitor the work done to rectify the damage discussed, which will hopefully be done to the satisfaction of the PC.

- After some discussion it was decided that MG will contact Stephen Leonard regarding WILS 8 to see if it would be possible to have the damaged sections cordoned off to allow the damage some time to repair itself.

3.5 A342

- CR reported that a member of the public noted that 'some of the newly laid repairs to the roadway are already failing, especially evident at the beginning of each repair where it meets the old surface'. PO has noted this and has already spoken to the highways department regarding this ongoing issue. He specified that there is a particularly bad patch, leaving Connock towards Devizes, which was not done during the latest tranche of works as this bit was done previously and this has already been reported to the highways.
- TF reported to PO that a large vehicle has fallen off the road above Upavon going down towards the A345 from the A342. A large amount of mess has been created on the bank and edge of the road.

3.6 Speed Limit in Charlton St Peter

- PO advised that another speed monitor survey would be required. PO will speak to Richard Dobson and will let the council know if a resubmission of the request form will be required or not.

3.7 Phone Box redecoration in Charlton St Peter and Defib Location

- This item is ongoing.

3.8 Hedge on T junction by Wilsford Manor

- The hedge has been recently trimmed. CR is liaising with Councilor Wayman, who is the head of highways, and should a decision be made regarding a mirror etc CR will inform the village prior to the next meeting.

3.9 Dog Nuisance (3.10)

- An email has been sent around to villagers and signs have been deployed at either end of WILS 8, at the Wilsford end of WILS 5 and by the Millennium Stone. The signs seem to be working as CR walked the problem areas on the day of the meeting and found no dog poo or bags. The signs are temporary and could be moved to other places if other problem areas are identified.

3.10 Website (3.11)

- SN has looked into the issue and reports that the website hosting cost with another company would be exactly the same as it is currently. NG suggested the changeover happening before the renewal in April would be ideal.
- SN has received several quotes for updating and redesigning the website of around £1000 and a couple of days work.

3.11 Update on Rushall and Charlton St Peter Village Hall(9)

- No further updates have been received.

3.12 Road Sweeper and Drainage at East end of CSP (10)

- The drainage at the east end of CSP has been dealt with by a gully sucker and the drains are now flowing well. The road sweeper has not been seen since the previous meeting.

4 Coronavirus

- Both villages are managing well and many people have received their vaccinations.

5 Environmental Issues

- The PC has received the quarterly environmental bulletin from Christopher Beese (this report is available to view on the documents section of the PC website), which was endorsed by the council.

- An increase in litter has been observed in Wilsford, probably as a result of contractors.
- NG suggested that if residents see an incident of littering then they should try to speak to the responsibly person, if able. He recommended residents should all try and take responsibility for areas of grief to try and nip issues in the bud before they become a larger problem. If residents fell unable to speak to the person involved directly then contact should be made with the PC so the matter can be dealt with swiftly.
- CR reports that a litter pick on the day of the meeting in Wilsford, yielded a very small amount of litter so hopefully the issue has already been resolved.
- With regard to the planning applications, the bulletin has suggested the PC might like to comment on matters of pollution from applications, such as light pollution.
- The Yellow and Black flags are identifying where rabbit holes are, if a horse or walker was to fall down a rabbit hole they could cause a horrible injury. MG has reported to Stephen Leonard the issue and hopes in due course they will be filled in.
- Christopher Beese added to his report that better information sharing and a collective responsibility around issues like flags, signage and planned works to PROW's means that residents will know why an action has been taken and what will be done to rectify any damage or dangers. He echoed NG that if residents are unable to address the issue directly, they should contact a councilor.

6 Planning Matters

- NG reported that MG had sent in a question regarding the PC's process for dealing with planning applications. NG confirmed the PC would respond to all applications by considering all relevant aspects, consulting with residents and stakeholders where appropriate and submitting comments to WC
- SN suggested that as part of our planning consultation process we include traffic and environmental considerations.

6.1 2 Hattaway, CSP- Installation of one dormer window at front and one dormer at rear of bungalow to facilitate loft conversion.

- This application was approved on the 17/12/20.

6.2 Poores Cottage, Wilsford- Erection of double garage with storeroom above and external staircase, and construction of a lap pool in the rear garden.

- The comments for this application closed on the 4th Feb.

6.3 Malt House, Wilsford- Works to outbuilding

- This application is still under consultation with residents and councillors.

7 WC Report- Paul Oatway

- PO reported that WC is functioning normally, all staff are working from home and all usual responsibilities are being delivered. WC is preparing for an election on May 6th to elect parish, town and unitary councillors. WC are well prepared, and a complex process is being put into place to ensure safety for electors and counters.
- Wiltshire council is encouraging postal votes for safety reasons although polling stations will still be available.
- In relation to election costs for parish councils, PO confirmed a proposal to charge councils for election costs from May 2021 had been deferred following strong lobbying from county councillors and others. A consultation will now take place.
- PO also gave the PC the latest COVID 19 testing and death figures for Wiltshire and the more local areas of Neatheravon and Upavon (of which both CSP and Wilsford are included).
- In response to a question posed by NG. PO clarified that the elections to be held in May are the election of county councillors, the police commissioner and parish and town councils (should

there be a contested position. Our PC is unaffected by these elections as we have a full complement of 7 members.)

- CR asked if, regarding postal votes, if WC will publish any kind of publicity regarding encouraging people to apply for postal votes. PO responded that there has been information on social media platforms and a press release will be released shortly.
- PO offered his support to the PC in getting the issues with the PROW resolved.
- PO took the opportunity to say how he has enjoyed working with the councillors over the last 4 years. NG wished him the best of luck.

8 RFO's Report

- Please see the attached RFO report.
- TF stated that the money received for the creating and upkeep of a website and the utilities grant are being held in the Wyvern account.
- The donations for the Wiltshire Air Ambulance and WILSAR have been made, WILSAR in particular were very grateful for the money as they have been unable to do any of their usual fundraising, but they have been particularly busy during the pandemic as they have been called upon to assist local emergency services.

9 CSP Village History Board

- The CSP councillors would like their thanks to Richard Giles, Terrance Dixon and Mark Norman noted for the enormous amount of work which went into the design, creation and erection of the new village history board installed outside of St Peters Church.
- PO suggested that a retrospective area board grant could be submitted to cover the costs of history board. SN and PO will collate and submit the application .

10 Any other Business

- A few questions were submitted by MG regarding debris on the road left by the building contractors and also with regards to large lorries and construction vehicles who were using the wrong entrance to Wilsford and driving through the village.
- The PC has received no complaints from the village regarding cement lorries. Signs have been put up to try and mitigate the problem and direct the lorries down the right turning so that they aren't driving through the village.
- NG reiterated his earlier point about contacting the PC with issues so that problems can be dealt with before they become a bigger issue or cause lasting damage.
- A briefing note about the Wiltshire Local Plan Review has been provided to the PC by MG, who confirmed that the CPRE were producing a response to the plan and would invite local councils too consider and support it. NG asked MG if she would prepare a draft reply from the PC to CPRE once the response was received.

Meeting closed 9:00pm

Dates of next meeting –
Parish Council:

- 12th May 2021 + AGM and Village Meetings

Charlton St Peter & Wilsford Parish Council.
RFO Report for February 10th 2021
Financial Year Commencing 1 April 2020

Opening Balance			£473.26
Houndscroft Partnership (Website costs)	02/04/20	-£126.00	£347.06
Precept 2020	24/04/20	£1450.00	£1797.06
Additional Audit costs	01/08/20	-£96.00	£1701.06
Clerks Fees	10/08/20	-£650.00	£1051.06
Came and Co (Insurance for activities)	01/09/20	-£218.00	£833.06
Donation (Air Ambulance)	01/02/21	-£70.00	£763.06
Donation (Wilsar)	04/02/21	-£70.00	£693.06
Closing Balance			£693.06

Wyvern Account (Web site costs etc)

Opening Balance			£1961.40
Clerks fees	13/08/20	£-650.00	£1311.40
Pkf littlejohn llp	14/08/20	£-96.00	£1215.40
Charlton and wilsford	14/08/20	£650.00	£1865.40
Charlton and wilsford	14/08/20	£96.00	£1961.40
Balance as at 01/02/2021			£1961.40

Notes:

Oops. Clerks fees and pkf littlejohn llp bill paid from wrong account in error. Mistake spotted and rectified .

Precept application for year 2021/2022 has been submitted by Cassie, as agreed at our last meeting. New provider of Website services to be confirmed by Simon. Costs to be confirmed.

T C Fowle RFO 01/02/2021.