

**WOODBOROUGH
PARISH
COUNCIL**

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**Minutes of the meeting of Woodborough Parish Council held on
Thursday 9th February 2023 at 7.00 pm in the Parish Room**

Present: Councillors Steve Napier, John Brewin, Brian Marnane, Andy Towler and Johnny Paterson

Clerk Ruth Kinderman

Residents Chris White, Karen White, Gisela Coleman, Peter Taylor, Jackie Taylor, Adrian Lythgo, Tony Phillimore, Paul Argent, Rachel Argent and Rory Burnett.

1. Apologies

Cllrs Linda Winter and Josh Dear.

Unitary Councillor Paul Oatway

Caroline Allen (Community Speedwatch)

Mr and Mrs Wordley - Amberley

2. Pecuniary and other Interests

None declared.

3. Minutes of the meeting held on 15th December 2022

Cllr Napier proposed that these be accepted as an accurate record; seconded by Cllr Brewin and signed accordingly by Cllr Napier, with no objections.

4. Matters arising

Defibrillator training had taken place as planned on Wednesday 1st February in the Parish Room and had been very well attended.

Clerk has written to all businesses at Woodborough Yard to invite financial contributions towards meeting 75% of the cost of installing a third defibrillator in the parish, at the Free Trade end.

The streetlight at the western end of Smithy Lane has had shielding fitted.

Clerk confirmed that the stiles either side of the green footbridge over the railway are now stable.

Clerk had written to Danny Kruger, MP, as agreed and recorded under item 9 in the previous meeting minutes; a response is awaited.

Cllr Brewin reported that a temporary post with a lockable socket to position the SID at Free Trade would cost £600, with a further cost of £70 to remove the post once the SID is taken down for relocation. It was noted that installing a permanent post would not allow any flexibility with SID location.

Clerk had submitted the precept request.

Cllr Brewin had attended the special WALC meeting on 18th January; minutes and accompanying documentation had been circulated to all councillors.
 Clerk passed the Environmental Tool kit to resident Chris White, who will be attending the Wiltshire Council Climate workshop on 17th March.

5. Update from Wiltshire Council

It was agreed to enquire with Wiltshire Council as to the publication date and associated training for the new Code of Conduct. **Action:RK**

6. Payment and Finance

Current Account (Lloyds, reconciled to date) £203.24

Deposit Account (Lloyds, Including interest to date) £17,250.25
 Of which approximately £6800.00 is categorised as 'free reserves'.

Payments made since the last meeting in accordance with Appendix A (Table 1) of the Financial Regulations, and approved at this meeting:

06/01/23 Clerk's salary - December	£110.00 + VAT	n/a	S111
06/01/23 Charlton Baker - payroll service – Dec	£11.67 + VAT	£2.33	S111
26/01/23 Clerk's salary - January	£110.00	n/a	S111
26/01/23 Charlton Baker - payroll service – Jan	£11.67 + VAT	£2.33	S111

Payments approved at this meeting:

10/02/23 Hall Hire – February	£16.00	n/a	S111
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The 'Receipts & Payments & Budget Performance' spreadsheet was emailed to all councillors prior to the meeting and was available for perusal at the meeting.

The hourly rate for hiring the parish room has increased from £6.50 to £8.00.

7. Appointment of internal auditor

It was noted that there is no requirement for parish councils to change their internal auditor on a regular basis. Cllr Brewin proposed that Auditing Solutions be reappointed; seconded by Cllr Towler, all in favour.

8. Planning Update

i) To note decisions by Wiltshire Planning Department
PL/2022/09298 - Little Manor - T1 Cypress, 50% height reduction. T2 Eucalyptus, Pollard to 6m.
 Wiltshire Council had approved these treeworks.

It was noted that the works to lime trees in the Glebe Field adjacent to Silverton Cottage had been completed.

Replanting conditions for the approved treeworks at Ruxley had been circulated to councillors.

ii) To consider new planning applications

PL/2023/00407 – Amberley - New garaging and annexe structure

Cllr Napier invited comments from the floor, the majority of which expressed concern about the size and scale of the proposed two-storey structure which would be larger than the surrounding bungalows; it was noted that the nearby school is also a single storey building. Concerns about privacy were raised and it was noted that the school PTA had submitted a response to the planning portal pointing out the safeguarding implications of the proposed south-facing windows, which would overlook the school playing field.

Residents in attendance raised concerns about the long-term intentions for the site.

Cllr Napier confirmed that councillors had read all comments uploaded to the portal, responses to which had been sent to the parish council by the applicants; these were read aloud to the meeting and are attached as an appendix to these minutes.

In discussion, councillors noted that the need for garaging could be met with a single storey structure; any accommodation needs could be met with an extension to the dwelling. Keeping all development to single storey would alleviate privacy concerns; it was noted that the trees shown on the proposals do not constitute a screen, as the canopy is too high. It was noted that there is no housing need in the village. Councillors agreed to object to the application citing concerns about the size of the proposed structure and note that one of the submitted documents appeared to have been originally published in 2018, raising doubts about the extent to which the proposal had been specifically designed to fit in with this location. Councillors agreed to note the potential for business, citing three similar applications in the parish where planning approval had inadvertently led to long-term problems for neighbours: Meadowview, The Nook and Crabtree House (formerly Bartholomew House).

It was agreed to ask Cllr Oatway to consider calling in this application to the Eastern Area Planning Committee for further scrutiny.

Comments from the floor noted a similar application many years ago for Chimney Lane in Honey Street.

9. The Mill House – receive update on progress

Paul and Rachel Argent introduced themselves as childhood residents of Woodborough, having grown up at Donkey Meadow next door to their maternal

grandparents at the Mill House, which is currently occupied by Rachel's daughter Jaillin and her family. The aim of the project is to keep it in the family, despite offers from developers. Several rotting trees have been removed for safety reasons and stream drainage works have been completed, with the lake re-dug. A builder has been booked to start re-pointing the house in April and a thatcher has been arranged to start work in May.

A camping pod will be installed in the grounds for family members to use whilst undertaking DIY work; an orchard is planned, fritillary bulbs have been planted in the meadow, and coppicing the small wood has commenced under the guidance of an experienced woodsman. Several ash trees are being left, in hope of survival, as they do not endanger anyone using the public footpath. A parcel of land to the west of the driveway is now Jaillin's, in accordance with the wishes of her late great-grandfather; it was noted that the green netting visible from the road is covering the chickens at present.

Paul and Rachel apologised for not having attended a parish council meeting sooner, with Covid having interrupted their plans to do so; they also apologised for the recent lack of progress with the project, with some ill health in the family having delayed matters for a while. Paul and Rachel invited questions and expressed their hope that any matters and queries would be brought to their attention in good time to be addressed before misconceptions can take hold.

Cllr Napier thanked Paul and Rachel for the update and for attending the meeting.

10. Community Speedwatch

Clerk reported on behalf of Caroline Allen that January had been a bit of a wash-out with 5 of the planned 9 sessions cancelled due to rain. Of the 4 sessions that did go ahead, 5 vehicles were reported out of a total 115 – 4.35%. There are no planned sessions for February due to other commitments, but the CSW team plans to resume operations in March, by which time they will have been operating for a full year. During that time the teams has counted 2136 vehicles of which 211 have been reported – 9.88%. The team is looking forward to some warmer and brighter weather, intending to operate once a month during the spring and summer months. Woodborough is in the fortunate position (unlike Beechingstoke and Alton, with whom the camera is shared) of having enough volunteers to run at least one session per day during the CSW week; Saturday mornings have been added to the schedule and these sessions appear to be quite busy. Caroline attended a CSW briefing from Wiltshire Police on 31st January; the slides will be circulated to all councillors. Wiltshire Police now has a full team of Community Speedwatch Enforcement Officers who have become part of the Road Safety Team, rather than the Citizens in Policing Team.

It was noted that further information about the second CSW site in the village, to operate along The Sands, may be available once Cllr Paul Oatway has received responses to his enquiries at the recent Wiltshire and Swindon Road Safety meeting.

11. Coronation Event/Party

Cllr Marnane reported that he and Cllr Napier had laid the groundwork for planning the event and several people have been invited to join the organising committee, using last year's successful Jubilee celebrations as a blueprint. Wiltshire Council has set up a dedicated web page for advice relating to Coronation event planning. Cllr Marnane confirmed that The Red Devils have been booked and that enquiries into other military attendance are being made.

12. Litter pick and Best Kept Village Competition

It was agreed to hold a litter pick on Saturday 11th March; details to be shared via email, noticeboards, website and Community WhatsApp. *Action:all*

It was agreed to enter the Best Kept Village (BKV) competition; it was noted that standards will be extremely high, with Rushall determined to retain first place after regaining it from Woodborough last year. *Action:RK*

It was noted that the 40mph roundel at the northern boundary of the parish has faded; Clerk to report on MyWilts. *Action:RK*

13. Areas of Responsibility

School – Cllr Paterson reported that Sarah Brewis has announced that she will retire in July, after twenty-one years as headteacher of Woodborough School. It was agreed to write to her, commending her successful career and recent award in the New Year Honours List. *Action:RK/all*

Footpaths – WALC is arranging a public rights of way information session with the Countryside Alliance to take place in Chippenham on 27th February. All paths will require strimming and tidying before the BKV judging in May/June.

PRMC – Cllr Napier reported that recent bids for funding from the Jubilee Fund and ACRE had been unsuccessful. Representatives from the Scout Association had been unable to attend the PRMC meeting on 24th January; Clerk has invited them to view the Parish Room at alternative opportunities with no response. Clerk to follow up. *Action:RK*

Parish Steward – Cllr Napier asked attendees to report any minor highways issues to him for immediate action by the steward.

14. Diary dates and Correspondence

Monday 27th February – 6.00pm – WALC/Countryside Alliance/Wiltshire Council footpaths presentation.

Friday 17th March – residents Chris White and Ines Garcia to attend the Wiltshire Climate workshop.

Wiltshire Council had written to all parish councils announcing their intention to recoup costs of statutory four-yearly parish elections, which are held alongside the unitary council elections; at present, parish councils are only charged for the

costs of contested interim elections. Wiltshire Council intends to implement this in time for the 2025 elections.

Wiltshire Council had withdrawn this policy in the face of strong opposition when it was proposed without any consultation for the 2021 elections. It was agreed to oppose this measure once again and it was agreed to write strongly, in similar terms to the statement submitted to Wiltshire Council by Rushall parish council. Clerk to notify Susie Brew of PCAP of this parish council's intentions. **Action:RK**

PCAP is asking parishes to submit expressions of interest in possible projects to install bike repair stands and electric vehicle charging points at appropriate locations across the Pewsey Vale.

It was noted that Woodborough is already popular with cyclists and that bike stands could be located at either Woodborough Yard, near the school or next to the history board by the stream. It was agreed to take part if the project proceeds, provided there will be no direct cost to the parish.

It was agreed that the only possible locations for electric vehicle charging points are on private land; the school, Social Club, Woodborough Yard and the Parish Room. Questions were raised as to maintenance responsibilities, and whether private locations could use charging points as a revenue stream.

Clerk to pass comments to PCAP.

Action:RK

15. Any Other Business

Mr Phillimore noted that the landowners had removed some of the ash trees on the verge at the eastern end of Smithy Lane and sought reassurance that the parish council had met its legal obligations contained in the field footpath lease, not least with regards to residents' privacy. Cllr Napier confirmed that he would re-read the lease before the next meeting. **Action:SN**

Concerns were raised from the floor about the cones on the corner outside Jasmine Cottage being moved by school parents, in order to park near the crossroads. It was noted that there is not a statutory distance beyond which vehicles should be parked from a junction, with the 15-metre rule being advisory rather than enforceable. The white line is to mark the edge of the road, although some drivers perceive it as a parking prohibition. Cllr Napier asked that offending vehicles, so close to the junction as to cause an accident, are reported on 101 and that photographs are sent to the police. The more the reports, and the greater the number of people reporting a problem, the better the problem is understood by the police and the more likely it is that action will be taken.

16. Date of Next Meeting

Thursday 30th March 2023 at 7.00pm in the Parish Room.

Meeting closed at 8.30pm

Amberley
Woodborough
Pewsey
Wilts
SN95PL

6th February 2023

Dear Mr Napier and Parish Council members,

We are unable to attend the meeting this month unfortunately, and therefore politely request that you receive this letter as our representation regarding planning application no: [PL/2023/00407](#)

We want to assure you, the Parish Council, and our neighbours / local residents, that when drawing up our plans with our architect, we were mindful to consider all aspects and attempted to pre-empt any potential areas of concern. We sincerely believe that our proposal will have no detrimental impact on the homes of others or the local environment as a whole.

We want to further assure you that we are sympathetic to the opinions of others, and in the interest of providing clarity, we would like to address a few points that have been raised by comments on the Wiltshire Planning website:

- We were disappointed to read that, “ *It can be seen from the road*” Firstly, The site layout shows clearly the positioning of the proposed garage and as you can see it is not in direct line with the drive and therefore mainly obscured from the road. Secondly, many properties within the village have garages visible from the road and none are unsightly or problematic in any way. Indeed, we took our lead from this.
- It saddens us that the following comment was raised by both neighbours “*The entering and exiting traffic to and from the site causes a risk to the safety of pedestrians, including children travelling to and from the local primary school, using the pavement and traffic using the unnamed road*” Regardless of the garage/annexe being built, the flow of traffic will remain the same.

- We were further disappointed to read *“The building will be extremely dominating and not in keeping with the single storey properties around the site.”* Once again, let us reassure all interested parties, we put a lot of thought and consideration into the potential impact the building would have, not only on our neighbours but to us in Amberley and this is why, along with our architect, we came up with a design similar to that of a barn construction. We would like to politely point out that to the west of the proposed garage is Copper Cottage, a two-storey house.
- *“A construction of this vast size, including garaging not only for personal use but also business use and the inclusion of additional accommodation on the first floor, holds a significant and very probable risk that, with it, will come greater vehicle movements.”* Due to the nature of our work we own a transit van and an ifor Williams trailer and mainly for security, along with being an eyesore these are safer in a garage. Vehicle movements discussed above.
- With reference to Bungalow farm, we believe the plans clearly show a dormer window and a velux window facing East. As shown on the plans these windows will be sited approx 26 metres from our neighbour’s boundary and therefore not directly overlooking their property as suggested. The windows to the south elevation of the proposed garage are to the rear and therefore not facing their property.
- We were surprised to read *“Therefore, these 7 first floor windows should be fully obscured and non-opening on the grounds of privacy.”* With the greatest respect, having non opening windows on a first-floor building would pose a grave safety risk, such a design would put lives at risk (especially in the event of a fire) and it’s doubtful such a design feature would comply with safety regulations. We see no reasoning behind having obscured glass in the windows due to the proximity of the surrounding properties.
- When considering the design of the proposed garage/annexe we took into consideration Woodborough End and decided to put the dormer windows on the south facing elevation and two velux to the North elevation, which will be approx. 14 meters from their boundary *“The proposed unusually large two storey “garage” will extend for the entire width of the south facing aspect of our property “Woodborough End” having a huge impact on our privacy from all its north facing doors and low located velux windows.”*

- With reference to the comments made regarding screening, we have only lived in the property since April 2022 and therefore we are in the throes of planning the landscaping etc whilst taking into consideration our own privacy in Amberley as well as enhancing the view for others.
- Finally, it is regrettable that apparent misinformation has taken hold and caused unnecessary alarm. For example, *“It has to be mentioned the degree to which this appears to be a means to build an additional, residential dwelling. This is backed by the fact of both the design and the recent application to put in new driveway access on the other side of the existing property on the same site (Ref: PL/2022/07186), thus creating two separate access points for two separately titled dwellings in the future.”* Let us be clear, we applied for a front drive to enable, mainly visitors, to use the front of the property as the property is laid out on the plot back to front. We accept we didn't fully appreciate the sensitivity of the road and soon after offered the highways a strip of land to enable them to build a pedestrian pavement to enable parents and children to walk to the school safely. Unfortunately, this was turned down and therefore we withdrew our application.
- We feel the following comment doesn't hold any relevance to the planning application ***“For your information, we own the freehold to the majority of the drive to which the dwelling of Amberley alone has “right of access”.*** The occupants of Woodborough End only use the “drive” for pedestrian access (to take out and bring back in their wheelie bins every other week) They have private parking in front of their property secured off the “drive” by a hedge. Amberley has a right of access to use the “drive” and therefore this shouldn't be considered a relevant point.

Please do not hesitate to contact us if you have any questions

Kind Regards,

Rob and Debbie Wordley

Good evening,

In response to woodborough school pta comments on the planning application for garage / annexe at Amberley

We would like to point out that the south facing windows on the proposed garage / annexe do indeed face the school playing field . Security and privacy will be addressed in our landscaping plans for Amberley . As stated in our previous letter we are in the throes of planning the landscaping for our own privacy as well as that of our neighbours . The issue regarding the road is again addressed in our previous letter

Kind regards

Rob and Debbie Wordley