

**WOODBOROUGH
PARISH
COUNCIL**

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Minutes of the meeting of Woodborough Parish Council held on
Thursday 6th July 2023 at 7.00 pm in the Parish Room

Present: Councillors, John Brewin (Chair), Andy Towler and Johnny Paterson
Clerk Ruth Kinderman

Residents Caroline Allen, John Raine, Steve Warren, Geraldine Warren, Chris White,
Karen White, Gisela Coleman, Peter Tayler, Jacqui Tayler, Tony Phillimore, Helen Garcia,
Ines Garcia and Jo Cooke.

1. Apologies

Cllrs Steve Napier, Brian Marnane and Linda Winter
Unitary Councillor Paul Oatway.

2. Pecuniary and other Interests

None.

Cllr White later declared an interest relating to item 10 ii, Amberley, and said that
he would not take part in the discussion.

3. Minutes of the meetings held on 18th May 2023

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

4. Matters arising

Clerk reported that Cllr Oatway will advise this parish council of expected costs for
the local elections in 2025, whether contested or not. Wiltshire Council had
approved its budget without opportunity for unitary councillors to challenge this
item. Wiltshire Council is allowing town and parish councils until 2027 to pay for
the 2025 elections. It was noted that this extension of time is not helpful as four-
yearly election costs will have to be met by earmarking reserves each year.

The third defibrillator has been requested; delivery is likely to be delayed due to
the ongoing supply shortage reported by SWAST.

Action:RK

5. To consider co-option of Chris White

Cllr Towler proposed that Chris White be co-opted to the vacant seat; seconded
by Cllr Paterson with no objections. Cllr Brewin invited Cllr White to the table.

6. Update from Wiltshire Council

Cllr Oatway had submitted a report to be read in his absence.

The Core Strategy will be replaced by the Local Plan, which will address all planning matters and indicate how many houses are expected to be built in the coming decade in settlements within each Community Area. The consultation phase will commence shortly.

The Local Transport Plan (LTP) is to be refreshed now that National Highways have released their updated plan. Cllr Oatway thinks this will make little to no difference on the eastern side of the county, as Wiltshire Council Senior Highway leaders continue to embroil themselves in the A350 and ignore the impact on the A338 and A345/A342.

The Direct Rural Transport scheme is due to be launched at The Vale Campus in Pewsey on 3rd August; as Cllr Oatway has been the council lead on this initiative, he hopes that parish councillors from within his division will join him for the photocall.

Action:JB

Cllr Oatway has requested that the Chief Constable attends the next Area Board meeting unaccompanied by the Police and Crime Commissioner. Attending the following Area Board will be Senior Highways Officer Samantha Howells, from whom Cllr Oatway has yet to receive any response from various communications.

7. Payment and Finance

Current Account (Lloyds, reconciled to date) £206.05

Deposit Account (Lloyds, Including interest to date) £ 25305.88

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

11/05/23	Cllr Brewin - printer ink – coronation party	£12.06	+VAT £2.41	S145
19/05/23	Hall Hire - 2 x annual meetings - May	£28.00	n/a	S111
26/05/23	Clerk's Salary - May	£118.20	n/a	S111
30/05/23	Charlton Baker - payroll services - May	£12.92	£2.58	S111
14/06/23	Auditing Solutions Ltd - internal audit fee 22/23	£210.00	£42.00	S111
21/06/23	Idverde - bin emptying	£43.60	£8.72	S137
30/06/23	Clerk's Salary - June	£118.20	n/a	S111
28/06/23	Charlton Baker - payroll services - June	£12.92	£2.58	S111

Payments approved at this meeting:

07/07/23	Hall Hire for this meeting	£16.00	n/a	S111
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Current and Reserve account statements and balances were emailed to all councillors prior to the meeting and were available for perusal at the meeting.

The 'Receipts & Payments & Budget Performance' spreadsheet was emailed to all councillors prior to the meeting and was available for perusal at the meeting.

8. To receive internal auditor's report

The report from Auditing Solutions for 2022/23, and the signed AGAR page 3, had been circulated to all councillors prior to the meeting. The auditor had made a number of comments but no formal recommendations were made. Cllr Paterson proposed that the report be accepted and approved; seconded by Cllr Towler, with no objections.

9. To consider registering with the Information Commissioner's Office (ICO)

It was agreed that Clerk will prepare a briefing note for all councillors regarding the ICO and any parish council obligations under the General Data Protection Regulations (2018). The registration fee for small parish councils is £40 per year, with a £5 discount if paid by annual direct debit. **Action:RK**

It was noted that the Internal Auditor considered the parish council to be a data controller due to holding a councillors' Register of Interests. It was noted that the parish council does not hold the Register of Interests, which is online and held by Wiltshire Council. It was agreed that the Register of Interests is legally bound to be available to the public and does not need protection.

Comments from the floor noted that if both the parish council and Wiltshire Council registered with the ICO, taxpayers would pay registration fees twice, once through the parish precept and secondly through the council tax.

10. Planning Update

i) To note progress of applications/decisions by Wiltshire Planning Department

PL/2023/02413 - St Cross - To erect a wooden pergola to provide partial shade and a touch of privacy on sunny patio at the front of the house.

The application had been withdrawn by the applicant.

PL/2023/03306 – St Mary's - T1 Conifer – Fell; T2 Conifer – Fell; T3 Self-seeded tree – Fell; T4 Self-seeded Silver Birch – Fell; T5 Self-seeded Silver Birch – Fell; T6 Conifer - Fell.

Wiltshire Council had no objection.

ii) To consider new planning applications

PL/2023/04272 – Amberley - Erection of garage and change of use of land from paddock to residential.

Cllr Brewin noted that pre-application advice had been sought for this revised application. Cllr Paterson read a submission from the applicants, received shortly before the meeting, noting that their business, Forest View Homes, is not run from Amberley and that there are no other employees besides the two applicants.

Comments from the floor noted that the proposed ridge height is not much shorter than that previously submitted; as the paddock is higher than the road,

the proposed building is still of sufficient size to have a negative impact on the light and privacy of neighbouring properties.

It was agreed to object on the basis that a single storey garage could be achieved without such a height. It was agreed to suggest a sloping roof could be considered as an alternative to the proposed apex. It was agreed that in principle, the loss of green space which would follow from the change of use from paddock to residential should be objected to.

It was agreed to request conditions preventing any future sale or rental of any permitted garage, and to request that it remains part of the Amberley property.

It was agreed that the parish council may be minded to support a further application provided these concerns are addressed. **Action:RK**

PL/2023/04817 – St Mary’s - SSE need to work on a number of trees in the rear garden to provide the necessary clearance for overhead lines. Once SSE works are complete – removal of two ash trees; pruning one hazel; removal of three self-seeded ash; removal of three hazels; removal of one apple.

It was agreed that Wiltshire Planning Officers should be asked to review this application, and to consider a replacement planting program, due to the number of trees being felled at this property situated in the heart of the Conservation Area. It was noted that the garden has been neglected for many years. **Action:RK**

It was agreed to consider formulating a parish policy whereby replacement planting, either on site or elsewhere, is requested when responding to treework notices.

It was noted that the former Woodborough Tree Group had struggled to find locations for tree planting; landowners had been willing to accept small trees but were reluctant to have large, native species, such as oaks, planted on their land.

11. Community Speedwatch

Caroline Allen reported that the team is running smoothly and aims to operate once a month for the remainder of the summer, scaling back activity during the winter as last year. On average, 4-5 % vehicles are being reported, down from 8-10%, which suggests that the presence of the team has been effective in reducing speeding.

Caroline has invited members of a newly set up CSW team in Devizes to observe the next Woodborough session.

Comments from the floor suggested that alternative sites would be more useful, as the bend in the C261 slows down traffic despite the CSW.

Cllr Brewin explained that a site may only be set up once it has been risk-assessed and approved by police, if a metro-count/speed survey shows the speed thresholds have been met. A speed survey has been requested near Free Trade, within the 30mph limit. Consideration can be given to a survey within the 40mph limit at The Sands, on the northern boundary of the parish; Clerk noted that Alton

and Honey Street Parish Council has asked to collaborate with this parish council on addressing problems along the C38. **Action:RK**

Cllr White noted that cardboard cut-outs of police officers seem to be effective elsewhere; with Highways' permission, a model of some sort could be alternated between strategic positions in the parish. **Action:RK**

It was noted that North Newnton Parish Council had installed several SIDs in permanent locations; Clerk to make enquiries as to costs involved. Clerk noted that North Newnton PC would have been in receipt of CIL (Community Infrastructure Levy) monies following development near the Woodbridge. It was noted that Department of Transport guidance is that SIDs should only be in location for two or three weeks at a time, to maximise effectiveness. **Action:RK**

Although the North Newnton SIDs are set at the 'incorrect' speed, comments from the floor suggested that this is effective in that drivers are prompted to check their speed and to check the limit.

Questions were raised relating to the adjacent 40mph and 20mph limits along Broad Street, without a stretch of 30mph in between. It was noted that the entire C38 was reviewed about ten years ago, with a consequent reduction from 50mph to 40mph. The 20mh zone was later imposed on top of the 40mph limit; the Woodborough section of the C38 has never been subject to a 30mph limit.

Cllr Brewin has requested that white lines at the entry to the 20mph zone are repainted.

12. Areas of Responsibility

Areas of responsibility will be reviewed in the autumn once Cllr Napier has moved away from the parish. **Action:RK**

13. Diary dates and Correspondence

Draft Wiltshire Design Guide – consultation 3rd-30th July, public webinar Wednesday 19th July at 6.30pm – Clerk to circulate link. **Action:RK**

PCAP – Thursday 20th July - 7.00pm at Upavon – Cllr Brewin to attend. **Action:JB**

Local Transport Plan – online workshop – Thursday 20th July – Clerk to attend.

Pewsey Area Board – Monday 18th September – Great Bedwyn.

Further to item 6, Thursday 18th May, correspondence had been received asking for Cllr Napier's interpretation of the footpath lease. Clerk confirmed that Cllr Napier has replied in writing. Cllr Brewin confirmed that there are no clauses in the lease relating to privacy of near-by properties.

14. Any Other Business

Clerk to report the limb of a tree overhanging the C38 along The Sands (*Post-meeting note - the limb had been removed by the day following the meeting*)

Comments from the floor noted the contrast in standards of highway maintenance one notices when crossing the Wiltshire boundary. Cllr Brewin will

follow up the question as to whether Wiltshire Council has received an equal share of payments from central government for additional pot-hole repairs. Clerk confirmed that the C38 road surface at The Sands has been re-reported directly to Matt Perrott, Highways Engineer; Cllr Brewin to make enquiries as to the long-term resurfacing schedule for the Pewsey area. **Action:RK/JB**

- 15. To set date of Next Meeting**
Thursday 21st September at 7.00pm in the Parish Room

Meeting closed at 8.45pm