

DAUNTSEY PARISH COUNCIL

www.dauntseyparishcouncil.gov.uk

30th August 2023

Dear Councillor,

You are summoned to a **Meeting of the Dauntsey Parish Council**, to be held on **Monday 4th September 2023** commencing at **7.00pm** in the **Brinkworth Earl Danby's Lower School Hall, Dauntsey**. The Press and Public are welcome to attend the Meeting.

Yours faithfully,

Vivian Vines

Vivian A Vines MBE

FULL COUNCIL MEETING

(Agenda Items for decision are marked as such)

NOTICE OF MEETING – Public Notice of the Meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

PUBLIC QUESTION TIME: an opportunity for members of the public to address the Council on any Council matter before the formal meeting commences. (Limited to 10 minutes)

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES: an opportunity to put questions and receive information from the Wiltshire Councillor, if available, and Council delegated representatives for other organisations and functions. (Limited to 10 minutes)

AGENDA

1. **APOLOGIES:** To receive and agree Apologies from Council Members. **(to note) (For Decision)**
2. **DECLARATIONS OF INTEREST:** To note any Declarations of Interests in accordance with Dauntsey Parish Council's Code of Conduct and Standing Orders including any Dispensations required under the Code of Conduct. **(to note)**
3. **MINUTES:** To receive and sign as a true record the Minutes of the Council Meeting/s held on:
 - i) Parish Council Meeting held 3rd July 2023. **(see attached Draft Minutes) (For Decision)**
4. **PLANNING:**

Planning Applications: To make observations on planning application consultations received. Prior to the consideration of each Planning Application, the opportunity will be given for Applicants and their Representatives and any other interested parties to address the Council. (Limited to 3 minutes each person)

 - a) PL/2023/06398 – Full Planning Permission
Erection of Agricultural Building over Existing Cow Loafing Yard
Union Farm, Church Lane, Dauntsey, Wiltshire SN15 4HW
For A E & V Kidner **(see online) (For Decision)**

- b) PL/2023/06541 – Householder Planning Permission
Convert and Extend Outbuilding into Annex to be enjoyed for Family Members Only
Scots Smith Farm, Sodom Lane, Dauntsey, Wiltshire SN15 4JA
For Mr & Mrs Hume **(see online) (For Decision)**
- c) PL/2023/06790 – Householder Planning Permission
1st Floor Addition to Existing Ground Floor Extension
6, Dauntsey, Nr Chippenham SN15 4JH
For Mr M Fox **(see online) (For Decision)**

There are no further applications to consider at the time of Agenda publication. **(to note)**

Planning General: To receive notification of any Planning Decisions received and any amendments and updates to previously considered Planning Applications. To receive notification and consider any other Planning related matters, including updates on any Planning Applications that have not yet been determined and Planning Appeals.

- a) PL/2023/03659 – Householder Planning Permission
Proposed Single Storey Extension to Bungalow
Inchbrook, Old Sodom lane, Dauntsey, Wiltshire SN15 4HZ
For Mr James Kimber **Approved with Conditions 25th July 2023**
- b) PL/2023/04130 – Full Planning Permission
Erection of Composting Toilet with the Graveyard of St James Church, Dauntsey
St James Church, Dauntsey SN15 4HT
For Rev Steven Wilkinson **Approved with Conditions 2nd August 2023**

There are no further planning matters to report at the time of Agenda publication. **(to note)**

5. FINANCE: To note any financial matters, any receipts and payments made

- a) Payments made since last Meeting **(to note)**

There have been no payments made since the last Council Meeting.

- b) Payments to be made **(For Decision)**

Zoom Video Communications. One Pro Renewal 23/24 Inv 2160030685 23.08.23 £ 143.88
St James the Great PCC. Grass cutting Section 137 Grant (see later agenda item) £

- c) Receipts: The Council has the following receipts since the last Council Meeting. **(to note)**

There have been no receipts since the last Council Meeting.

- d) To note Bank Account Balance/s: **(to note)**

Lloyds Account No. 02333109 28th July 2023 £ 48,814.42

6. CLERKS REPORT: To note items received for decision, information, circulation and for future discussion and matters arising and updates from previous meeting/s

- a) **Autospeedwatch Devices.** To consider any updates, data recorded, including any further requirements and actions, including reporting. **(For Decision)**
- b) **Speed Identification Devices (SIDs).** To consider any updates and any further requirements and actions. A SID data roll out – progress review / Q&A hybrid Teams Meeting with John Derryman is scheduled for 11th September 2023 12:00-13:00 **(to note) (For Decision)**
- c) **Wilts & Berks Canal Trust.** The Council was advised that Branch Meetings would be held on Tuesday 18th July and the 15th August 2023 at The Rachel Fowler Centre, Melksham. The Agendas and Management Reports were circulated. The Draft Minutes

- have been received and circulated. The MCC and FL Branch AGM was held on Tuesday 18th July 2023 at the same venue. To receive any updates. **(to note) (For Decision)**
- d) **Wilts & Berks Canal Trust.** The July and August 2023 online editions of the "On the Button" Magazine have been received and circulated. **(to note)**
 - e) **Wilts & Berks Canal Trust.** The Dragonfly Summer 2023 online edition has been received and circulated. **(to note)**
 - f) **Wilts & Berks Canal Trust.** The Council was invited to take part in the Trust's Community Survey. The surveymonkey link was provided. **(to note)**
 - g) **Wilts & Berks Canal Trust AGM.** The Council has been advised that the AGM will be held at Swindon Town Football Club, Legends Lounge, SN1 3ED on Saturday 7th October 2023 at 1.00pm. **(to note) (For Decision)**
 - h) **Parish Council Database.** To consider any updates, including any further requirements and actions. **(For Decision)**
 - i) **Local Highway and Footway Improvement Group (LHFIG).** The last Meeting was held on Tuesday 27th June 2023. The Note Tracker has been circulated. The next Meeting is scheduled for 26th September 2023 to be held using Microsoft Teams. **(to note) (For Decision)**
 - j) **Highway Fingerpost Direction Sign/s.** To receive any updates and to consider any further action. **(to note)**
 - k) **Wiltshire Council – Notification of Temporary Road Closures.** To receive any updates on the closure of the B4069 (Part) from its junction with Hollow Way, Bradenstoke to its junction with the B4122. **(to note) (For Decision)**
 - l) **Parish Award Scheme 2023-2024** The Council agreed that the scheme should continue. To consider any actions required. **(to note) (For Decision)**
 - m) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting was held on the 27th July 2023. To receive any reports and updates and consider any actions required. **(to note) (For Decision)**
 - n) **M4 Motorway Gaps.** To receive any reports and updates and consider any further actions. Minute 27/23 (t) refers **(For Decision)**
 - o) **Village Gateways.** The Council received details from a local manufacturer. The Council has previously considered Gateways as a traffic calming option. The matter was deferred at the last Meeting for further consideration following a stock take of the existing Gateways in the Parish. **(to note) (For Decision)**
 - p) **Community Emergency Contacts.** Wiltshire & Swindon Prepared (LRF) has initiated a new scheme called Community Emergency Contacts and invited the Council to participate and engage in this. Minute 27/33 (aa) refers. To consider any actions. **(to note) (For Decision)**
 - q) **Resilience Event.** Wiltshire & Swindon Prepared (LRF) invited the Council to be represented at the Event to be held on 31st August (9.00am to 4.30pm) at Tidworth Garrison Theatre, Tidworth SP9 7EP. **(see attached) (to note)**
 - r) **Wiltshire Council - Briefing Note 23-20.** The Council received a Briefing Note in regards to the Air Quality Action Plan and the SPD Consultations 24th July to 4th September 2023. **(see attached x 2 docs) (to note)**
 - s) **Wiltshire Council - Briefing Note 23-22.** The Council has received a Briefing Note in regards to the Wiltshire & Swindon Tree Warden Scheme. **(see attached) (to note)**
 - t) **Community First AGM.** The Council has received an invitation to attend the AGM to be held on Wednesday 11th October 2023, 5.30-7.30pm in Devizes Town Hall. **(see attached) (to note)**
 - u) **Wiltshire Local History Network.** The Council has received details of free resources relating to the County's history from Wiltshire and Swindon Archives. **(see attached) (to note)**
 - v) **Parish Stewards.** The Council has been reminded of the services provided by Parish Stewards. **(see attached) (to note)**
 - w) **Wiltshire Council - Briefing Note 23-23.** The Council has received a Briefing Note in regards to Waste Sorting at Wiltshire's Household Recycling Centres. **(see attached) (to note)**
 - x) **Wiltshire Council Local Plan Update 2023 - Consultation.** The Council has received notification of this consultation, Beginning on Wednesday 27th September 2023. There are various online and drop-in events at libraries and leisure centres around the County. Details have been circulated. Members can view associated documents by this link wiltshire.gov.uk/planning-policy-local-plan-review **(to note) (For Decision)**

- y) **Wiltshire Police.** The Council has received a request to promote and support a campaign to raise public awareness about the Fatal 5 Stay Alive campaign. **(see attached) (to note) (For Decision)**
- z) **St James the Great PCC.** The Council has received a request for financial support towards the grass cutting costs of the Open Churchyard. The Council has previously given a Section 137 Grant towards the costs. To consider and agree to support the PCC. **(For Decision)**

7. UPDATE ON STANDING ITEMS:

- a) Recreation Field – To consider ground and equipment maintenance and improvements.
 - i) The Recreation Field Working Group. To raise general issues and receive any updates **(For Decision)**
 - a) Recreation Ground Improvements. To receive any updates and consider any actions required. **(to note) (For Decision)**
 - ii) Council Member Inspection Rota. To raise general issues and receive any updates. **(For Decision)**
 - iii) RoSPA Inspection. The Council has been informed that the Annual Inspection will take place during September 2023. The Council has agreed to meet the inspector and a date will be advised. **(to note) (For Decision)**
 - iv) Dauntsey Brook Parapet Walls-Entrance to Recreation Ground. To receive any updates on the clearance of Dauntsey Brook and to consider any further actions required. **(to note) (For Decision)**
 - v) Grass Cutting Contract. To receive any updates. A confidential item appears later in the Agenda. **(to note)**
- b) Notice Boards – To raise general issues and receive any updates. Minute 28/23 (b) refers **(to note) (For Decision)**
- c) Flooding Update – To raise general issues and receive any updates, including Wiltshire Council Operational Flood Group North matters.
 - i) Highway ditches in the Good Monday's Farm area. Minute 28/23 (c) (i) refers) To receive any updates. **(to note) (For Decision)**
 - ii) Wiltshire Council had asked the Parish Council to assist by speaking to landowner/s as Network Rail had experienced surface water flooding at the former Dauntsey Station causing disruption the to the rail services. Minute 28/23 (c) (ii) refers. To receive any updates **to note) (For Decision)**
- d) Parish/Community Website/Social Media – To receive any updates. **(to note)**
- e) Asset Register – To receive any updates. **(to note)**
- f) School Liaison – The Council received a copy of the latest Newsletter. **(to note)**
- g) Health & Safety Register – To receive any updates. **(to note)**
- h) Freedom of Information Act-Publication Scheme – To receive any updates **(to note)**
- i) Code of Conduct and Standing Orders etc – The Council has agreed to keep under review all Council Policies during the year. **(to note)**
- j) Wiltshire Council Malmesbury Area Board – The next Meeting is scheduled for 19th September 2023 at 7.00pm in Crudwell Village Hall SN16 9HB. A further Meeting is scheduled for 21st November 2023 at 7.30pm in Brinkworth Village Hall SN5 5AF. **(to note)**
- k) Dauntsey Community Emergency Plan. To monitor and to consider any updates that may be required. **(to note) (For Decision)**
- l) Defibrillator Project. To raise general issues and receive any updates. There is a need to complete the new Memorandum of Understanding with the S W Ambulance NHS Foundation Trust for each defibrillator. A training session is booked for Tuesday 10th October 2023 at 7.00pm in Goss Croft Hall. Seagry Parish Council will host Dauntsey, Langley Burrell Without and Chippenham Without Parishes. **(to note) (For Decision)**

- m) Neighbourhood Watch/Community Safety. To receive any updates. The Council has been notified that the Wiltshire Neighbourhood Watch Association AGM takes place on Saturday 7th October 2023 10.00am until mid-day at Wiltshire Police HQ, London Road, Devizes SN10 2DN. **(to note)**
- n) Data Protection. GDPR – To raise general issues and to receive any updates. **(to note)**

8. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. To consider and update the priority Parish Steward works. **(to note) (For Decision)**
- b) Rights of Way – To raise general issues and receive any updates. Reports have been provided by Cllr A Bond, in regard to Footpaths. **(to note) (For Decision)**
- c) Highway Conditions and Maintenance - To raise general issues, including any updates. **(For Decision)**
 - i) Highway Maintenance Requirements. To raise general issues and receive any updates. **(For Decision)**
 - ii) Sodom Lane village entrance sign. To receive any updates following the last Council Meeting. Minute 29/23 (c) (ii) refers. **(to note) (For Decision)**
 - iii) Winter Preparation 23/24. The Wiltshire weather team has invited the Council to report empty salt bins and to submit any PEAS application. **(see attached) (For Decision)**
 - iv) Old Sodom Lane replacement sign. The original sign was demolished some months ago and there has been agreement that the replacement costs will be paid for by the firm involved. **(to note)**

9. COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING:

An opportunity to raise items and issues which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to a future Full Council Meeting. **(For Decision)**

- 10. DATE OF NEXT MEETING:** The next Full Council Meeting is scheduled for **Monday 6th November 2023 at 7.00pm** to be held in Lower School Hall. However, Members should note that **Monday 2nd October 2023** is scheduled for a Council Planning Meeting at 7.00pm and Notice will be given if this Meeting is required. **(to note)**

PART 2 AGENDA

As the following Item/s relate to Confidential Matters, in accordance with Dauntsey Parish Council Standing Orders (Admission of Public and Press to Meetings) it is considered that in view of the confidential nature of the business to be transacted, in accordance with the Public Bodies (Admission to Meetings) Act 1960 (as amended), the Public and Press should be excluded for the remainder of the Meeting and that they are instructed to withdraw.

- a) Council grass cutting and waste collection contracts. **(For Decision)**