

DAUNTSEY PARISH COUNCIL

www.dauntseyparishcouncil.gov.uk

26th June 2024

Dear Councillor,

You are summoned to a **Meeting of the Dauntsey Parish Council**, to be held on **Monday 1st July 2024** 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 SLCC

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:
 - a) Annual Council Meeting held 13th May 2024. **(see attached Draft Minutes) (For Decision)**
 - b) Council Meeting held 13th May 2024. **(see attached Draft Minutes) (For Decision)**
 - c) Council Planning Meeting held 4th June 2024. **(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/2024/05163 – Householder Application
Proposed Single Storey Rear Extension to Replace Conservatory
Old Dairy Dauntsey Lock, Chippenham SN15 4HF
For Mr & Mrs Dixon **(see online) (For Decision)**

There are no further planning 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/2024/02330 – Wiltshire Council R3
Reinstatement of a Stretch of Approximately 140m of the B4069, the Lyneham Banks section, located 2km northwest of Lyneham
B4069, Lyneham Banks, Lyneham, Chippenham SN15 4AA
For Wiltshire Council **Approved with Conditions 5th June 2024**
- b) PL/2024/00326 – Full Planning Permission
Erection of Steel Portal Frame to cover an Existing Concrete Pad used as a Maize Silage Store
Union Farm, Church Lane, Dauntsey, Wiltshire SN15 4HW
For A E & V Kidner **Approved with Conditions 19th June 2024**
- c) PL/2024/00815 – Full Planning Permission
Proposal to Roof Over existing Silage Storage Area
Union Farm, Church Lane, Dauntsey, Wiltshire SN15 4HW
For Mr Joe Kidner **Approved with Conditions 19th June 2024**

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) Payment/s made since the last Council Meeting

There have been no payments made since the last Council Meeting. **(to note)**

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

Greenscape Services Ltd. Grass & Weed contract. Inv. SI-16886	20.06.24	£ 274.04	
Wilts & Berks Canal Trust. Annual Subscription	24.25 Inv WBCT249	19.03.24	£ 25.00

- c) Payment Adjustments **(see attached) (to note)**

Greenscape Services Ltd. Grass & Weed contract. Inv. SI-16686	20.03.24	£ 274.04
Greenscape Services Ltd. Grass & Weed contract. Credit. SI-16864	12.06.24	£ 274.04

- d) Receipts: There have been no receipts since the last Council Meeting. **(to note)**

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

Lloyds Account No. 02333109	22 nd May 2024	£ 74,911.14
-----------------------------	---------------------------	-------------

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. **(to note) (For Decision)**
- b) **Speed Identification Devices (SIDs).** To consider any updates and any further requirements and actions. **(to note) (For Decision)**
- c) **Wilts & Berks Canal Trust.** The Council was advised that a Branch Meeting would be held on Tuesday 18th June 2024 at The Rachel Fowler Centre, Melksham. The Agenda and Management Reports were circulated. The next Meeting is scheduled for Tuesday 16th July 2024 at the same venue following their AGM. **(to note)**
- d) **Wilts & Berks Canal Trust.** The May and June 2024 online editions of the "On the Button" Magazine have been received and circulated. **(to note)**

- e) **Wilts & Berks Canal Trust Melksham, Calne & Chippenham and Foxham and Lyneham Branch AGM.** As a reminder, the Council has been invited to the 2024 AGM to be held on Tuesday 16th July 2024 at 7.45pm at The Rachel Fowler Centre, Melksham. The Agenda and Reports will be circulated nearer the event. The AGM is to be followed by a Branch Meeting. **(to note) (For Decision)**
- f) **Parish Council Database.** To consider any updates, including any further requirements and actions. **(For Decision)**
- g) **Local Highway and Footway Improvement Group (LHFIG).** The next Meeting is scheduled for the 2nd July 2024 at 6.00pm and will be held using TEAMS. The Agenda is yet to be published. **(to note) (For Decision)**
- h) **Highway Fingerpost Direction Sign/s.** To receive any updates. **(to note)**
- i) **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)**
- j) **Wiltshire Operational Flood Group North.** A Flood Group Meeting was held on Thursday 23rd May 2024 at Melksham Community Campus. It was also possible to join by TEAMS. Cllr C Farr circulated his Notes following his attendance. To receive any further reports and updates and consider any actions required. The next Meeting is scheduled for Thursday 26th September 2024 in the same venue. **(see attached) (to note) (For Decision)**
- k) **Wiltshire Council - Briefing Note 23-34.** As a reminder, the Council received a Briefing Note in regards to the Substantive Highways Scheme Fund Bid Application Process 2024/25. Applications for competing bids were to be submitted by Friday 15th December 2023. **(see attached) (to note) (For Decision)** * It was agreed that as this was a yearly invitation the Council use the interim period (from January 2024) to consider proposals in readiness to submit.
- l) **CPRE Wiltshire Best Kept Village Competition 2024.** The Council having sought the views of the community at the Annual Parish Meeting, entered the Competition. The results and judges comments have been received. **(see attached) (to note) (For Decision)**
- m) **Wiltshire Council - Briefing Note 24-09.** The Council has received a Briefing Note in regards the Defra Simpler Recycling update. **(see attached) (to note)**
- n) **Wiltshire Council - Briefing Note 24-10.** The Council has received a Briefing Note in regards the Local Development Order Consultation-Revamp Your Tank Scheme. The consultation runs until the 17th June 2024. **(see attached) (to note)**
- o) **Wiltshire Council - Briefing Note 24-11.** The Council has received a Briefing Note in regards the Management of Council Business and Publicity during the pre-election period. **(see attached) (to note)**
- p) **Wiltshire Council - Briefing Note 24-12.** The Council has received a Briefing Note in regards the Local Nature Recovery Strategy (LNRS) a mechanism to deliver nature recovery at a local and regional scale. Wiltshire Council has been appointed by DEFRA as responsible for preparing the LNRS for Wiltshire and Swindon. **(see attached) (to note) (For Decision)**
- q) **Wessex Water – Flood Warden Spring Newsletter 2024.** The Newsletter focuses on the Flood Warden Role and upcoming Flood Warden training support. **(see attached) (to note) (For Decision)**
- r) **Wiltshire Council - Briefing Note 24-13.** The Council has received a Briefing Note in regards to Housing Land Supply and Housing Delivery Test. **(see attached) (to note)**
- s) **Waste Bin Collection.** Minute 17/24 (s) refers. The Council deferred any action to see if the situation improved with all bins being emptied as part of the Wiltshire Council Ildverde contract. To consider options and agree how to proceed. **(For Decision)**
- t) **CPRE Wiltshire AGM.** As a reminder, the Council has received an invitation to attend the AGM to be held on Tuesday 16th July 2024 at 7.00pm in Malmesbury Town Hall. The details have been circulated with ticket booking information. Minute 17/24 (w) refers and Cllr Mrs R Gregory will attend. **(to note)**
- u) **Wiltshire Council - Briefing Note 24-14.** The Council has received a Briefing Note in regards to the Launch of the third Solar Together scheme in Wiltshire and Swindon. **(see attached) (to note)**
- v) **Wilts & Berks Canal Trust.** The Summer 2024 edition of the "Dragonfly" Magazine have been received and circulated. **(to note)**

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 2023. To consider and agree actions required. **(to note) (For Decision)**
 - iv) General Works. To receive any updates. **(to note) (For Decision)**
- b) Notice Boards – To raise general issues and receive any updates. **(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 18/24 (c)(i) refers. The matter was to be raised with the Northern Area flood Group. To receive any updates. **(to note) (For Decision)**
 - ii) Flooding issues generally. Minute 18/24 (c)(ii) refers. The Riparian owners' responsibilities and the need for self-help has been stressed as Agencies could not and should not be expected to cope with all extreme situations. Despite previous advice there is still confusion over the issue of Riparian responsibilities particularly where the Environment Agency or Wiltshire Council has previously needed to intervene. This matter still needs to be finally resolved. **(For Decision)**
 - iii) Flood Warden Scheme. Minute 18/24 (c)(iii) refers. To consider progress and consider any actions required. An earlier Agenda item relates to Flood Warden Training. **(For Decision)**
 - iv) Discretionary Gully Service. Minute 18/24 (c)(iv) refers. To consider any actions required. **(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) (For Decision)**
- 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 Area Board last met on the 11th June 2024 in the Sherston Village Hall SN16 0LQ. The next Meeting is scheduled for the 24th September at a venue to be notified. **(to note)**
- k) Dauntsey Community Emergency Plan. To monitor and to consider any updates that may be required. Minute 18/24 (k) refers. **(to note) (For Decision)**
- l) Defibrillator Project. To raise general issues and receive any updates. Minute 18/24 (l) refers. **(to note)**
- m) Neighbourhood Watch/Community Safety. To receive any updates. **(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. Parish Steward visit dates for the whole of 2024 have been received and distributed. A visit is scheduled for the 25th July, with further visits scheduled for 26th September, 28th October, 28th November and 20th December 2024. **(to note) (For Decision)**

- b) Rights of Way – To raise general issues and receive any updates. **(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. **(to note)**
 - iii) Old Sodom Lane replacement sign. To receive any updates following the last Council Meeting. **(to note)**
 - iv) Village Entrance Signage from Little Somerford. To receive any updates following the last Council Meeting. **(to note)**
 - v) Village Entrance B4069 Swallett Gate visibility splays. To consider any actions required. **(For Decision)**

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 Council Meeting is scheduled for Monday 2nd September 2024 at 7.00pm in Lower School Hall, Dauntsey. However, Members should note that Monday 12th August 2024 is scheduled for a Council Planning Meeting and Notice will be given if this Meeting is required. **(to note)**