

**DRAFT Minutes of the ordinary Firsdown Parish Council meeting held on  
Wednesday 1<sup>st</sup> September 2021 at 7.15pm in Winterslow Village Hall**

**Present**

Cllr Simon Brown (Chairman)  
Cllr Paul Kennedy  
Cllr Ginette Stewart  
Cllr Steve Smith  
Cllr Nigel Walsh

**In attendance:** Catherine Purves (Clerk)

**Also present**

Five members of the public.

**Public Session**

*Picnic tables on the Byway Open to All Traffic* – concerns were raised again by a resident who advised that the tables might be considered to be an obstruction. The number of passing cyclists had increased, and would no doubt enjoy the enhanced facility. The play area was too small as an alternative location.

*Bus services* – a query was raised about what was proposed. It was felt that the parish was already well served by existing services, although they were rarely used. There was also a community bus service.

*Wiltshire Council Rich Rogers' report was read out in his absence.*

It covered Wiltshire Council's response to Afghanistan, drew attention to Wiltshire Council's Climate Strategy Consultation, and advised that the rural road verges will be cut in September. Wilts Cllr Rogers has booked the weed-puller to attend the parish, and that as a member of the Police & Crime Panel, he would be working closely with the new Police & Crime Commissioner on initiatives to tackle speeding in the parish. The next Area Board meeting would be held virtually on 9<sup>th</sup> September, and he had been in touch with the Rights of Way department to establish the enforceable width of the B.O.A.T.

**COUNCIL BUSINESS**

**54.21 To receive apologies for absence**

**Resolved:** to note apologies from Cllr Jeremy Beaven and Cllr Rich Rogers

**55.21 To receive any Declarations of Interest from Members**

a. To receive any **Declarations of Interest** in respect of matters contained in this agenda.  
None received.

b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

None requested

**56.21 To consider an application for co-option to fill the current casual vacancy**

Steve Smith had submitted his application for co-option onto the Parish Council, to fill the casual, vacancy created by the resignation of Helen Edgeley. This had been previously circulated to all councillors. After a short discussion, it was

**Resolved:** to co-opt Steve Smith onto Firsdown Parish Council. The Declaration of Acceptance of Office was signed and witnessed, and Cllr Smith took his place at the table.

### 57.21 Minutes

**Resolved:** To approve and sign as a correct record without amendment the minutes of the ordinary meeting of Firsdown Parish Council meeting held on 7<sup>th</sup> July 2021.

### 58.21 To receive reports from:

a. *The Chairman* – Cllr Brown had nothing to report.

b. *The Parish Clerk*

- Community First will be holding its AGM via Zoom on Wednesday 6<sup>th</sup> October at 6.00pm
- Government consultation – the Government is currently consulting on aligning the benefit of free prescriptions with state pension age.
- Community Transport South West – a representative has agreed to attend the November meeting.
- 2022/2023 budget/precept setting – this will be considered in late November for discussion and agreement at the January 2022 meeting – please let the Clerk if there any projects/issues which you think should be considered.

c. *The Council's representative to the Southern Area Board* – the next meeting is scheduled for 7.00pm on Thursday 9<sup>th</sup> September via the Microsoft Teams platform.

**Resolved:** to note these reports.

### 59.21 Finance

a. **Resolved:** to note the bank balance as at 31<sup>st</sup> July 2021 stood at £20994.82

b. **Resolved:** To confirm and authorise a schedule of accounts in the sum of £3877.80

c. **Resolved:** to note the updated 2021/2022 Budget Monitoring form. No issues were raised.

d. **Resolved:** To note the Q1 June 2021 bank reconciliation

e. *To consider quotes for two information boards and associated artwork*

Information and estimates from three suppliers of information boards and artwork had been previously circulated, and following a short discussion, it was

**Resolved:** to obtain a firm quote from Greenbarnes for 2 x A0 map lecterns in recycled plastic, including the artwork. An application would be made to the Area Board for grant funding for one of the lecterns in due course. **Action:** The Clerk

f. *To consider quotes for replacement play area fence and gate posts* – these were still awaited, and would be available for consideration at the November meeting. **Action:** the Clerk to press for these.

### 60.21 Governance

**Resolved:** to adopt the proposed Scheme of Delegation on Responding to Planning Applications in between meetings.

### 61.21 Highway/Parish Steward/Footpath matters.

a. *To note any Highways issues* –

- the large pothole near Great Croft, and potholes outside 99 & 105/106 Firs Road have been partially filled

b. *To note any tasks for the Parish Steward* – none noted. The Clerk confirmed that Highways has been advised that Cllr Brown is the new Parish Steward contact. The dates of the next meetings will be circulated as soon as possible. **Action:** The Clerk

c. *To note any footpath matters:*

i. *Proposed rewording and reinstatement of the 3 x BOAT signs* – during a short discussion, it was felt that due to the increase in the number of cyclists, any signs should encourage people to dismount. Cllr Stewart agreed to circulate some proposed designs/wording, for final decision at the November meeting. **Action:** The Clerk and Cllr Stewart.

ii. *Frequency of grass cutting of the BOAT for 2022 onwards* – the Clerk confirmed the contractors had been instructed to cut the whole width of the B.O.A.T. for 2021. ToAT will be

manged in 2022 and beyond. The wording for the residents' survey has yet to be agreed, and this will be confirmed at the November meeting,

*iii. Possible installation of picnic benches* - on the BOAT or alternatively in the play area. The information from Wiltshire Council's Rights of Way department had been circulated, and the extract from the current Definitive Map seemed to indicate that the field side track was the designated BOAT, up to a width of 5.4 metres. It was also noted that four residents had already contacted the Clerk, all against installing benches on the BOAT, although one thought a bench in the play area would be an acceptably safe compromise, and would make it clear that the facility is more intended for the users of the play area, rather than passing members of the public. Concerns have been raised about toilet facilities and increased litter. The PC will need to ask Wiltshire Council to extend the play area to allow sufficient space if this proves necessary

**Resolved:** to seek the views of residents on whether picnic benches should be provided by use of an on-line survey. Awareness of the survey would be raised by posting an item on the Firsdown Forum Facebook page, displaying notices on the noticeboards and undertaking a leaflet drop to all residents with the survey wording on the reverse (reply by post) to enable and encourage those less comfortable with using the internet to express their opinion.

**Action:** The Clerk and Cllrs Brown and Beavan.

### **62.21 – To consider new issues and decide on appropriate action, if any**

*a. Ideas and plans to celebrate the Queen's Platinum Jubilee 5<sup>th</sup> June 2022* – to be deferred to the November meeting, but in the meantime, liaise with Winterslow Parish Council about Winterslow's proposed events. **Action:** The Clerk

*b. Vinyl wrap to the inside top windows of the defibrillator box* – the estimated cost of replacing and upgrading the existing wrap was less than £150.00, and so it was

**Resolved:** to proceed with obtaining suitable artwork. **Action:** The Clerk and Cllr Beavan

*c. Review and update, if necessary, the Firsdown Village Design Statement* – this had been undertaken in 2013, and was posted on the parish website. As it was eight years old, it was thought advisable to review and update it.

**Resolved:** all councillors to look at and comment on the Statement, for decision at the November meeting about which sections needed updating and consulting on.

*d. Review and update, if necessary, the Parish Council logo* – artwork showing a selection of proposed new logos was circulated, and a choice made. Cllr Beavan will be asked to progress this for a final decision at the November meeting. **Action:** The Clerk and Cllr Beavan

### **63.21 To review other ongoing matters**

*a. Play Area*

i. To note update re the play area report actions – in hand.

ii. Repair of fence – quotes awaited

*b. Methods of improving communication methods with residents* – hybrid meetings. During a short discussion it was noted that at present, the law requires Parish Council meetings to be held face to face. However, the public can attend virtually, as can councillors, but if they do, they cannot take part in any discussion, nor can the councillors' vote.

**Resolved:** to continue with the current face to face arrangement, and research what equipment is required to enable fully hybrid meetings, ie interaction for both the public and any councillors who wish to attend remotely (as long as at least the Council meeting is quorate face to face) when legislation allows. Winterslow Parish Council's views will be sought. **Action:** The Clerk

*c. Enhancement of bus services* – The Clerk had written to Stagecoach suggesting that both the No 7 and No 68 services from Winchester to Salisbury and vice versa could be diverted via Firsdown to improve the public transport offering to residents. Stagecoach had responded that it was not minded to make any changes to the services at present, but if a

sufficiently clear demand could be demonstrated, it would be prepared to review the situation. **Resolved:** to note

*d. Traffic calming actions –*

*i. Firsdwn Speedwatch Group –* this was now active, and thanks were given to all volunteers who had made sterling efforts to revive the group, as it clearly showed how the community can help to make a difference.

*ii. Firsdwn Speed Indicator Device –* Firsdwn PC had installed its own wholly owned SID in the middle of the village, which would complement the SID shared with Winterslow PC, which was deployed at each end of Firs Road.

#### **64.21 Planning**

*a. To consider a response to the following planning applications received from Wiltshire Council:*

*PL/2021/07895 –* outline planning (all matters reserved except for access, layout & landscaping) for erection of 9 dwellings and provision of public open space at 6 Firs Road, Firsdwn.

Councillors felt they wished to learn the views of parishioners, and particularly those of the immediate neighbours and of the residents of Firs Close before making a recommendation.

**Resolved:** to hold an extraordinary Parish Council meeting on Thursday 16<sup>th</sup> September 2021 at 7.00pm in the main hall of Winterslow Village Hall to which the public would be strongly urged to attend. **Action:** The Clerk

*b. To consider a response to applications notified between the publication date of the agenda and the date of the meeting, if necessary.* None notified.

*c. To confirm the response determined by email for applications received since the last meeting*

*PL/2021/05830 -* proposed two and single storey extensions and alterations at 35 Firs Road – No objection **Resolved:** to confirm

*d. To note planning decisions made by Wiltshire Council since the last meeting:*

*i. PL/2021/05855 –* removal of existing conservatory, replacement orangery to rear of 71 Firs Road, Firsdwn. **Approved 11<sup>th</sup> August 2021**

*ii. PL/2021/05830 -* proposed two and single storey extensions and alterations at 35 Firs Road, Firsdwn. **Approved 16<sup>th</sup> August 2021**

**Resolved:** to note

#### **65.21 To note the dates of the next ordinary meetings of the Council**

a. Wednesday November 3<sup>rd</sup> 2021 at 7.15pm in Winterslow Village Hall

b. Wednesday January 12<sup>th</sup> 2022 at 7.15pm in Winterslow Village Hall

#### **66.21 To close the meeting**

The meeting closed at 8.40pm

Councillors considered the following when discharging their duties: Equal Opportunities (Race, Gender, Sexual Orientation, Marital Status, and any Disability), Crime & Disorder; Health & Safety; Human Rights; Bio-Diversity