

**DRAFT Minutes of the ordinary Firsdown Parish Council meeting held on
Wednesday 3rd November 2021 at 7.15pm in Winterslow Village Hall**

Present

Cllr Simon Brown (Chairman)
Cllr Jeremy Beavan (Vice Chairman)
Cllr Paul Kennedy
Cllr Rich Rogers
Cllr Ginette Stewart
Cllr Steve Smith
Cllr Nigel Walsh

In attendance: Catherine Purves (Clerk)

Also present

Three members of the public, a representative from Community Transport South West

Public Session

Community Transport South West – a short, interesting and informative presentation was given about the charity and the personal, door to door transportation services it offers to local communities, including a community bus service and the LINK scheme.

Wiltshire Council Rich Rogers gave his report

- The Police & Crime Commissioner will oversee the reorganisation of the Community Speedwatch Groups, aligning them with the Police Neighbourhood Tasking Teams to strengthen the support given to the Groups.
- Wiltshire Youth Council – this is being developed for secondary school aged children from 11 to 18 years. There will be elections, and the YC will contribute to the decision-making process of Wiltshire Council
- A Traffic Road Order has been introduced outside Winterslow school, to prevent stopping and unloading.
- Electric Vehicle Charging strategy – being developed, focused on urban areas, but funding will be available for EC chargers in rural areas.
- Bus strategy – introducing a mix of different services, some scheduled, some on demand.
- Proposed development at 6 Firs Road – concerns have been raised about the proposed open space, which appears not to be part of the formal planning application. This will need to be resolved before the application can be determined.

COUNCIL BUSINESS

71.21 To receive apologies for absence

None, all councillors present

72.21 To receive any Declarations of Interest from Members

a. To receive any **Declarations of Interest** in respect of matters contained in this agenda

Resolved: to note no interests declared

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

Resolved: to note none received

73.21 Minutes

- a. **Resolved:** to approve and sign as a correct record without amendment the minutes of the ordinary Firsdown Parish Council Meeting held on 1st September 2021

- b. **Resolved:** to approve and sign as a correct record without amendment the minutes of the extraordinary Firsdown Parish Council meeting held on 16th September 2021

74.21 To receive reports from:

a. The Chairman

i. Defib kiosk – Cllr Brown reported that this had been updated with new vinyl wrap incorporating the Parish Council's new logo. Thanks were given to Cllr Beavan for his work on this project.

ii. Planning training – Cllr Brown attended an online planning training course and learnt that Wiltshire Council's default position is to support sustainable development. Its Local Development Framework is the policy document which provides the basis for all decisions, and is kept regularly under review. Neighbourhood Plans form part of the LDF, and provide the local view on development in that particular area. Firsdown is classed as unsustainable, and so development can only occur within the village envelope. The planning page on the website will be updated with the presentation from the course.

iii. Wiltshire Prepared briefings – this covered cyber security awareness, the Met Office weather warning service and what to do in a power cut. Regardless of who your electricity supplier is, emergency help is available to those who are classed as vulnerable, this includes conditions such as mental health, registered disabled, the elderly living alone or those with long term medical conditions. Online registration is required to qualify for this emergency help. Details will be provided on the website.

Wessex Water provide a similar scheme and can deliver emergency supplies of bottled water to your door. Registration details will again be provided on the website.

b. The Parish Clerk

i. Winterslow Village Hall - there is a new muster point should the fire alarm be activated at Winterslow Village Hall – it is now by the telegraph pole in the car park at the rear end of the tennis court.

ii. Community Governance Review – FPC agreed to support Winterbourne Parish Council's request to absorb 4 buildings on the mutual western boundary to regularise the path of the boundary. This request has not been taken forward by Wiltshire Council at present.

c. The Council's representative to the Southern Area Board – there will be a special parish council online event on Thursday 18th November at 7.00pm. The next formal Area Board meeting is on Thursday 9th December, in Winterslow Village Hall, subject to any prevailing COVID restrictions. The Area Board is providing funding for schools to help promote healthy lifestyles in the Health Schools Project. The rolling Five Year Highways Maintenance plan was presented for approval, and the A30 on the Andover side of The Pheasantry will be resurfaced in 2026.

Resolved: to note

75.21 Finance

a. **Resolved:** to note the bank balance as at 30th September 2021 stood at £25,701.52

b. **Resolved:** to confirm and authorise a schedule of accounts in the sum of £1789.56, together with additional cheque 363 to Hurdcott Landscapes Ltd for £160.00 plus VAT in respect of grass cutting.

c. **Resolved:** to note the updated 2021/2022 Budget Monitoring form

d. **Resolved:** to note the Q2 September 2021 bank reconciliation

e. *To consider quote from preferred supplier for two information boards and associated artwork.*

Two quotes had been obtained from Greenbarnes, the preferred supplier, for an A0 sized information boards in recycled plastic. A board with the artwork applied to an aluminium substrate would cost £996.22 plus delivery plus VAT. A board with the artwork included within glass reinforced plastic display would £1239.01 plus delivery plus VAT. After a short

discussion, during which it was noted that there was £2640.00 available in the budget for capital projects, and that Cllr Beavan would oversee the artwork, it was

Resolved: to purchase two boards with a glass reinforced plastic display, and to apply to the Area Board for a grant of £1239.01 to finance one of them. **Action:** The Clerk & Cllr Beavan.
f. To consider quotes for 22 recycled plastic replacement play area fence posts and 4 wooden railings

Three quotes had been obtained for the fence posts, and after a short discussion, it was **Resolved:** to accept the Enviro Build Lumber quote for £896.60 plus VAT. The quotes for the railings are awaited. **Action:** The Clerk

g. Resolved: to approve a contribution of £39.00 towards the cost of the Clerk's training:

i. £24.00 towards the SLCC's Finance in Local Council Administration qualification, total cost £120.00 plus VAT

ii. £15.00 towards attendance at the virtual SLCC's Practitioners' Conference in February, total cost £75.00 plus VAT.

76.21 Governance

a. To consider a return to monthly meetings as from January 2022

After a short discussion, it was

Resolved: to retain bi-monthly meetings, and to review the matter again in November 2022.

77.21 Planning

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

Resolved: to note no applications have been received

b. To consider a response to applications notified between the publication date of the agenda and the date of the meeting, if necessary.

Resolved: to note no applications notified.

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

Resolved: to note no applications received.

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

Resolved: to note none received, and the current situation concerning PL/ 2021/07895 at 6 Firs Road is yet to be resolved.

e. To consider a review and update of the Village Design Statement

After a short discussion, during which it was noted that the VDS was compiled in 2013, and that a Neighbourhood Plan was the required document for Wiltshire Council to be able to take heed of the community's wishes, it was

Resolved: to direct residents to the document on the Parish Council website, and request opinions be sent to the Parish Clerk. **Action:** The Clerk. This will be an item for the next meeting to discuss.

78.21 Highway/Parish Steward/Footpath matters.

a. To note any Highways issues for reporting to Wiltshire Council – surface water drainage
Cllr Brown reported that following investigations undertaken after the surface water flooding in the summer of 2020, the gullies had been cleared. However, this had not resolved the problem with a resident of Firs Rd contacting the Parish Council stating that their back garden now regularly floods in all but the lightest rainfall (the highway drainage pipe passes through their garden). Cllr Brown had visited the resident and has also undertaken a full survey of the highway drainage system in Firsdown. It has become apparent that the soakaways into which the gullies drained, are blocked with silt and detritus, and the existing drainage network is not adequate enough for the area covered. He is preparing a report for Wiltshire Council which will be forwarded to the Highways Drainage team in due course.

Resolved: to note

b. To note any tasks for the Parish Steward – nothing new to report.

c. To discuss and resolve any action required concerning any footpath matters:

- i. Proposed rewording and reinstatement of the 3 x BOAT signs* – designs had been circulated, and it was **Resolved:** to arrange for two signs with a green background and lower-case font, to be located near the footpath and BOAT junction, and near the BOAT junction with the Pitton Road. **Action:** The Clerk and Cllr Beavan
- ii. Frequency of grass cutting of the BOAT for 2022 onwards* – the wording will be agreed at the January meeting, and the survey carried out afterwards via the website.
- iii. To reconsider the access for the maintenance and emergency services to the BOAT* – access to the BOAT is currently through an obliging neighbour's property, but the recent emergency incident demonstrated that the access is not always available. It was noted that the SSEN stay wire on the pole near the Firs Rd entrance of the footpath to the BOAT needed to be moved to widen the access, which would entail re-siting of the pole and that it would cost approximately £6,000.00 to do so. The alternative would be to purchase a small amount of additional land from the adjoining field with relocation of the fence and field access gate. The Parish Council understands that the landowner is receptive to this idea. This would avoid moving the pole and stay-wire but the costs of the land purchase are unknown. Following a short discussion, it was **Resolved:** to ask SSEN to undertake a survey of the pole. **Action:** The Clerk
- Resolved:** to speak with the owner of the adjoining field to understand cost implications of purchasing additional land. **Action:** The Clerk
- iv To consider referring to the BOAT in the future as The Old Roman Road* – following a short discussion, during which it was noted that the English Heritage investigation could not confirm that the right of way followed the course of the Roman road, and that Wiltshire Council referred to the right of way as a byway on its Definitive Map, it was **Resolved:** to compromise, and refer to this particular right of way as The Byway in the future

79.21 – To consider new issues and decide on appropriate action, if any

- a. Ideas and plans to celebrate the Queen's Platinum Jubilee 5th June 2022* – **Resolved:** to support any community event that the community may wish to organise
- b. Installation of emergency contact signage within the woods* – noting that the woods are located on private land over which the Parish Council has no remit, it was **Resolved:** to request permission to install various small signs in the woods reflecting the What3Words location at each point. **Action:** The Clerk
- c. To appoint a Council representative, if wished, to the Winterslow Village Hall Committee* **Resolved:** not to appoint.

80.21 To review other ongoing matters

- a. Play Area*
- i. To note update re the play area report actions:* the fencing is the main concern, and is in hand. The next inspection is due in December.
- ii. New signage* – using the What3Words location finder – in hand
- b. Methods of improving communication methods with residents* – hybrid meetings/social media review. Following a short discussion, during which it was noted that a hybrid meeting is where at least a quorum of councillors meets face to face, and councillors can also attend and interact virtually, that currently hybrid meetings are unlawful in England, and that the lack of appropriate facilities in the Hall prevents such meetings taking place anyway, it was **Resolved:** to defer for further discussion and decision until legislation permitting hybrid meetings is enacted in Parliament.
- c. To note progress with residents' survey concerning picnic benches* – the survey is underway, and closes at the end of November. Residents can respond via the website or to a leaflet currently being delivered, and a decision will be made at the January meeting.

81.21 To note the dates of the next ordinary meetings of the Council

- a. Wednesday January 12th 2022 at 7.15pm in Winterslow Village Hall

b. Wednesday March 2nd 2022 at 7.15pm in Winterslow Village Hall

82.21 To close the meeting
The meeting closed at 9.25pm

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

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