

STEEPLE ASHTON PARISH COUNCIL(SAPC)
 Minutes of the Parish Council Meeting
 held in the village hall on 8th April 2019, starting at approx. 8.25pm.

Present: Chairman Mrs. F. Buffery-King (FBK), Vice Chairman Mrs L. Beaven (LB), Cllrs: Ms. P. Birch (PIB), Mrs. P. A. Boardman (PAB), Mr. J. Cottle (JC), Mr. M. Jones (MJ), Ms. C. Quartley (CQ), Mrs. J. Willis (JW), Mr. D. Price (DP), and the Clerk Mr. L. Karas (LK). There were 4 members of the public present when the meeting started.

19.038	Apologies for Absence. The Clerk reports a belated apology from WC Cllr. Seed.
19.039	Temporary adjournment for an Open Forum. The Chairman advised that she would take questions from members of the public when the topic they were interested in came up on the Agenda. The Chairman then reconvened the meeting.
19.040	Declarations of Interest. SAPC noted declarations of interest from Cllr. Price in respect to planning application 19/00141/FUL The Firs, Gulliver Lane, and from the Chairman and Vice Chairman in respect of planning application 19/02158/FUL 1 St. Marys. None of these Councillors took part in any discussions related to their declared application interest.
19.041	Approval of Minutes. SAPC resolved that the minutes of the Parish Council held on 4 th March 2019 were a true and accurate record of that meeting and the Chairman duly signed them.
19.042	Wiltshire Council (WC) Report. As WC Cllr. Seed was not present, the Chairman moved onto the next Agenda item.
19.043	CPT Report. Due to the earlier APM report from the CPT, the Chairman moved onto the next Agenda item.
19.044	<p>Planning (as at 02/04/19)</p> <p><u>New Applications – SAPC to assess the following:</u></p> <p>a) Proposed Stopping Up of Highway near 9 Dark Lane North. The Clerk confirmed that the WC legal advisor had advised that Angel Leisure Ltd. does not object to the proposed application and made no other representations. The Area Highway Engineer is of the view that, for public use, a sufficient area of highway would remain under the existing proposal and he is willing to meet with Parish Council representatives to discuss on site, if requested. Following a short discussion, SAPC resolved to accept the recommendation of the Highway engineer and to take no further action except to notify the WC legal advisor of this decision. LK</p> <p>b) 18/00104/ENF -The Sanctuary, 9 Dark Lane North. The Clerk confirmed that the owner's Project Manager is empowered to take forward the restoration and sale of the Sanctuary and this includes full landscaping of the grounds back to, as near as possible, its heritage state. He also hoped to reinstate the collapsed stable block and cart pond. The Clerk also confirmed that he had received an update from the Enforcement Team this morning which stated that at the site visit in April, the agent had agreed to look at a new garage building on the site and associated work shop and the rebuilding of the pavilion in the middle of the garden. However, it was then agreed that any form of additional buildings within the site was not wanted nor acceptable due to the impact on the setting. SAPC resolved that it could take no further interest until all the details were confirmed from WC and brought to SAPC's attention. LK</p> <p>c) 19/02719/OUT - Steeple Ashton Kennels and Cattery Edington Road. Outline planning application for the demolition of existing buildings/structures, and residential development (Class C3) of up to 9 no. dwellings; with associated car parking, turning, landscaping, private amenity space, access arrangements, and provision of footway - External access not reserved.</p>

(Re-submission of Application No. 18/07416/OUT). Response by 6th May 2019. The Clerk confirmed that he had requested an extension to 21st May, the day after the next Parish Council meeting, because WC had just advised today, the day of this meeting, that the updated information and plans were only going onto the planning portal later today so Councillors would have had little or no time to examine them. The Clerk had been advised that the Planning Office responsible would only return from Paternity leave on 15th April, and until he returned WC could not approve the extension request. The Clerk also advised that he had invited the Agents representing the applicant to the next meeting on 20th May to answer any relevant questions. The Agent had provided the Clerk with a statement summarising the changes on the new plans from the previous plans and the Clerk had distributed this to all Councillors.

- d) 19/00141/FUL - The Firs, Gullivers Lane.** Erection of a single storey bungalow (revised design). The changes include a reduction in footprint which includes the removal of the second bedroom and the corner wing that accommodated it and the en-suite that led to the bedroom. There is also a reduction in car parking spaces due to the reduction in bedrooms. Response by 23rd April 2019. Following a short discussion. Cllrs. agreed that these changes did not materially affect the first set of comments which the Parish Council had made at its meeting on 4th February. Therefore SAPC **resolved** to object to this application and that the Clerk should repeat the same set of concerns, which were:
- i. The size of the building footprint encroaching too close to neighbouring properties
 - ii. The awkward parking arrangements at the end of this narrow lane, which would be even worse if visitors arrived and partly blocked the hammer head turning circle. In more detail: The parking area is configured in such a way that it requires the driver to drive into the shared area and then reverse into the tandem parking. Exiting in a similar way. The PC felt that this would be unrealistic, and vehicles would either get parked in the 'turning area' at the end of the cul-de-sac or park and block the access to the field, either of which would be unacceptable. The reports of poor drainage in this area from other residents, and how this new build would affect it.
 - iii. The understanding that this build is on top of an old sewage works, and associated implications from this
 - iv. Over development of this localised area.
- e) 19/02158/FUL - 1 St Marys Steeple Ashton.** Proposed new dwelling (bungalow). Response by 8th April 2019. Following a short discussion, Cllr. Price suggested that the build footprint appeared to be too close to the pathway/road and was in front of the building line for the house on the left (no.8). The applicant, who was invited to comment by the Chair, stated that this had been discussed with WC at a pre-application advice meeting, and this positioning was exactly what WC had recommended. Therefore SAPC **resolved** to support this application with no objections. **LK**
- f) 19/02452/TCA - 33 High Street.** 2 x Crab Apple trees - reduce by 30%. Response by 4th April. The Clerk confirmed that this application had been responded to by Cllr. Boardman with "No Objections". Decision by 22nd April 2019.
- g) 19/02418/FUL - New House Farm 3 Ashton Common.** Proposed new agricultural building for hay, straw, farm machinery and livestock. Response by 12th April 2019. SAPC **resolved** to support this application with no objections. **LK**
- h) 19/02571/FUL - Former Police House 35 Common Hill.** Single storey extension to rear. Response by 16th April 2019. SAPC **resolved** to support this application with no objections. **LK**

Awaiting Decision – SAPC noted the following:

	<p>i) 18/10229/LBC - 48, The Old Shop, High Street. Replace three front windows. The Clerk confirmed that this is still showing as “Decision by 8th March 2019” on 8th April 2019.</p> <p>j) 19/01671/FUL - Greengages Common Hill. Approved with conditions 5th April 2019. The Clerk stated that the Decision note is not yet on the Planning Portal. (P.S. On the 9th April the Decision Note was on the portal and the conditions are the standard ones.)</p> <p>k) 19/01295/FUL - 14 Dark Lane South. The Clerk confirmed that this had been Approved with conditions on 1st April 2019 and that two of the conditions related to not starting any work until the entrance access had been surfaced for 5 metres from the roadway and that a scheme for discharge of surface water from the site had been agreed with WC and implemented.</p> <p><u>Decisions - SPAC noted the following:</u></p> <p>l) 18/09555/FUL - 22 Acreshort Lane. Decision on 13th March 2019. Approved with Conditions.</p> <p>m) 19/01683/TCA - 1 The Butts. Decision on 12th March 2019. No objections.</p> <p>n) 19/01681/TCA - Morningside 8 Dark Lane. Decision 12th March 2019. No objections.</p> <p>o) 19/01508/TCA - The Lodge 21 High Street. 21st March 2019.</p> <p>p) 19/00864/TCA Gable Court, 3 Butts Lane. Decision on 8th March 2019. No objections.</p> <p>q) 18/02867/VAR - Removal of condition 5 of planning permission 16/09052/FUL to allow stables and haybarn to be converted into a dwelling instead of a holiday let. Land at Common Hill. The Clerk confirmed that the appeal had been allowed with the key decision clause being: “Whilst the description of development in my formal decision still refers to the conversion of the building to a holiday let, the effect of my decision is to allow occupation as a permanent residential dwelling.” (Clerk’s bolding).</p> <p>r) 17/10017/VAR – Removal of condition 6 of planning permission 14/09537/FUL to allow for the re-instatement of Permitted Development Rights. Planning Appeal Notification - 12 Common Hill. APP/Y3940/W/18/3197413. The Clerk confirmed that this is now showing as APPEAL DECIDED and that both the planning appeal and associated costs were dismissed.</p>
19.045	<p>Recent Applications. As there were no recent applications the Chairman moved onto the next Agenda item.</p>
19.046	<p>Clerk’s Monthly Financial Report. The Clerk confirmed that, prior to this meeting, he had supplied provisional 2018/19 yearend information to the Chairman and all Councillors, and these reports would be published with the minutes of this meeting and will appear on the web site. In addition, he is arranging for the SAPC internal auditor to review the 2018/19 accounts as well as preparing the information required by the Government’s external auditor PKF Littlejohn for SAPC approval and submission prior to 1st July 2019.</p>
19.047	<p>Clerk’s Report.</p> <p>a) Broadband for the Village Hall. The Clerk confirmed that he had not yet received a response from the Village Hall Management Committee.</p> <p>b) Melksham Without’s response to the Boundary Changes. The Clerk confirmed that he had received and circulated a long report from the Melksham Without Parish Council commenting on the changes proposed by the LGBCE which were different to those proposed by WC. The Clerk drew attention to the fact that SAPC had not reviewed these documents and that there</p>

	<p>may be something within them which could affect Steeple Ashton. The Chairman offered her services to do this and therefore SAPC resolved that the Chairman should review the documents to see if she considered there was any adverse impact on Steeple Ashton. FBK</p> <p>c) Deferred Actions. In order to keep this meeting short, following the earlier APM, discussion of the following actions had been deferred until the next meeting:</p> <ul style="list-style-type: none"> i The Clerk to document what types of personal data SAPC holds. LK ii The Chairman and Clerk to start examining all the documents held in the Parish Office filing cabinets. FBK/LK iii The Clerk add the details of the facilities provided within St. Mary's football field. LK iv The Clerk and Cllr. Birch to make progress with the offer of the free web site facilities. PIB/LK v Cllr. Birch to progress the Village Emergency Plan via the WC template. PIB vi The Chairman should write to the Natural History Group to explain what SAPC intended to do to support their initiative. FBK vii Cllr. Jones to report on dropped kerbs for Newleaze. MJ viii Cllr Quartley to report on progress relating to a broken stile. CQ ix Cllr. Birch to report on progress towards the establishment of a development group for St. Mary's and Newleaze. PIB
19.048	<p>Councillors' Reports</p> <p>a) Appointment of the new Clerk. The Chairman thanked the current Clerk on behalf of the Parish Council for the time he had devoted to the Clerk's role and presented him with gift of appreciation, confirming that the current Clerk would continue until the new Clerk could start on 1st May 2019 and overlap for a period until the new Clerk had "settled in".</p> <p>b) Village Spring Clean-up. Cllr Beaven reported on the success of the Spring Clean and the Chairman thanked all involved for their work. Cllr. Beaven also reported that she had obtained additional free equipment of 15 litter hoops and 10 pickers from Wiltshire Council which would be useful in future Cleanups. Cllr. Birch commented that it would not have been possible without the presence and hard work of the Guides and Brownies and SAPC resolved to send a special thank you letter to them. FBK</p> <p>c) Deferred Actions. In order to keep this meeting short, following the earlier APM, discussion of the following actions had been deferred until the next meeting:</p> <ul style="list-style-type: none"> i. The Chairman to report on progress with Mrs. M Burge in appointing a gardener for Acreshort Park. FBK ii. Cllr Willis to report on the minor Play Area Inspection report resolutions. JW iii. Cllr. Cottle to report on progress in identifying appropriate salt scatter machine purchases. JC iv. The Clerk confirmed that action relating to WC Speed watch (18.057) is still held until the two locations for the SID have been selected. SAPC v. The Chairman confirmed that, once the SID locations are agreed, there should be no need for railings at Newleaze, but a final decision needs to be agreed on evaluation of the SID installation. SAPC vi. The Clerk confirmed that Cllr. Jones has submitted an issue on MyWiltshire highlighting speeding complaints from the residents near Ashton Road and Common Hill junction and that a request for a metro count near that location has been made to WC CATG. MJ vii. The Clerk confirmed he has made no progress in setting down the ACP parking guidelines. LK viii. The Chairman and Cllr. Beaven should undertake an audit of the Dog Life bins and location sand put forward recommendations for approval. FBK/LB ix. Cllr. Cottle to report on advising fly-tipping to WC. JC x. Cllrs. Birch and Price should draw up guidelines for the St. Mary's Preservation Trust

	<p>Hog Roast. PIB/DP</p> <p>xi. Cllr. Cottle to make further investigations relating to beer can litter around the lake and possibly erect signs. JC</p> <p>d) Other Urgent Reports</p> <p>i. Football litter on St. Mary's. A parishioner had complained to the Clerk at the litter left behind on St. Mary's by visiting football team supporters. SAPC resolved that the Clerk should advise the football team managers that they should ask their supporters to put their litter in the litter bins provided or take them home to dispose of them, and that the team managers should arrange to carry out a sweep of the area after the match to collect litter left behind. LK</p> <p>ii. Steeple Ashton Village Shop. The Chairman reported that she had been approached by the Chairman of the Village Shop committee to see if the Parish Council could contribute to the necessary replacement of a broken freezer unit. Cllr. Beaven questioned the legal authority of the Parish Council to help the Village shop in this respect. SAPC resolved that Cllr. Price, who was attending an imminent STASH committee meeting, should enquire about this request in more detail. DP</p>
19.049	<p>Next Parish Council Meetings.</p> <p>SAPC noted the dates of the next meetings:</p> <p>Monday 20th May 2019 AGM Parish Council meeting at 7.30pm.</p> <p>Monday 3rd June 2019 Parish Council meeting (Planning Only) at 7.30pm</p>
19.050	<p>Closure. The Chairman closed the meeting at approx. 9.25pm.</p>
	<p>Members are reminded that the Council has a general duty to consider the above matters in the exercise of any of its functions: Equal Opportunities (gender, race, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.</p>

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