

**Minutes of the Meeting of Worton Parish Council held on Monday 1 July 2019 in Worton Village Hall at 7.30pm.**

**Present:** Cllr Barry Devine (BD) (Chairman); Cllr Mark Fisher (MF); Cllr David Johnson (DJ) (Vice Chairman); Cllr Malcolm Powell (MP); Cllr Nick Stokes (NS); Cllr Roger Wilshire (RW)

**Also present:** Cllr Richard Gamble (RiG); Liz Starling (Clerk); 4 members of the public

**Apologies:** Cllr Robert Goss (RG); Cllr Dicky Parsons (DP); Cllr Richard Slack (RS);

45/19/20	<b>Welcome and Apologies:</b> The chairman welcomed councillors and received apologies.
46/19/20	<b>Declaration of Members' Interests:</b> Councillor Johnson declared a personal interest in item 8: Community Fund Application and took no part in discussions.
47/19/20	<b>Minutes of meeting held on 3 June 2019:</b> It was proposed by DJ, seconded by MP and agreed by all that the minutes be signed as an accurate record.
48/19/20	<b>Chairman's Announcements:</b> BD thanked everyone for keeping things running in his absence and for their support in re-electing him as chairman. It was good that DJ had been re-elected as Vice-Chairman.
	<b>The Chairman declared that the meeting was temporarily suspended to allow for an open session for 15 minutes where members of the public may make representations, answer questions and give evidence in respect of the business on the agenda.</b>  An update was requested on the land adjacent to the footpath at south side of village. This is reported under minutes ref: 19/19/20 (a).  VE Celebrations – there will be a street party in Church Lane in May 2020 on the May Bank Holiday which has been moved to Friday 8 May.  <b>There were no further comments from the public therefore the Chairman closed the Open Session.</b>
49/19/20	<b>Footpaths:</b> a) Land next to footpath at south side of village – RiG reported on the outcome of a visit made the Wiltshire Council's Enforcement Officer. MP advised that kissing gate would not be reinstated at the moment due to the ongoing issues. The barrier is no longer across the footpath but Clerk will continue to report the condition of the path to the rights of way officer. It was agreed that the Parish Council would write to the landowner to request a site meeting to discuss current and future use of land and to see if there is a way the Parish Council can move things forward in a positive way.
50/19/20	<b>Wiltshire Councillor's Report:</b> RiG was pleased to hear positive news about the milestone. Further road closure on A360 through Shrewton coming up in July – Clerk to contact Wiltshire council to get copy of Traffic Order. Devizes Area Board will be on Monday 15 July in the Shambles. It is expected that there will be a new leader of Wiltshire Council by then. Also Devizes Town Council

Signed: .....

Date: .....

		will give information on their plans for the Shambles and the current progress on the Market Place.																																				
<b>51/19/20</b>		<p><b>Community Fund Application:</b>  The application from the Poppy Crew/Knit Nat group was discussed. It was proposed by BD and seconded by RW that a payment up to £1000 be made to produce the WWI Commemorative books. Agreed.  Payment to be made direct from Community Fund to Publisher. Publisher to be asked to provide a total invoice for publishing plus 100 copies.</p>																																				
<b>52/19/20</b>		<p><b>Planning:</b>  a) the following planning applications were considered:</p> <table border="1"> <tr> <td>19/05133/FUL</td> <td>164 High Street, Worton SN10 5SE</td> <td>Alterations and extension to building</td> </tr> <tr> <td colspan="3" style="text-align: center;">Objection (Disagree with location of workshop – detracts from character of the High Street)</td> </tr> <tr> <td>19/05442/FUL</td> <td>74 High Street, Worton SN10 5RU</td> <td>Proposed conversion of existing detached double garage to residential annexe</td> </tr> <tr> <td colspan="3" style="text-align: center;">No objections</td> </tr> <tr> <td>19/05416/FUL</td> <td>74 High Street, Worton SN10 5RU</td> <td>Proposed Alterations and Extensions Including Loft Conversion</td> </tr> <tr> <td colspan="3" style="text-align: center;">No objections</td> </tr> <tr> <td>19/05488/FUL</td> <td>74 High Street, Worton SN10 5RU</td> <td>Proposed Detached Triple Garage with Store and New Vehicular Entrance with Parking and Turn Around Area</td> </tr> <tr> <td colspan="3" style="text-align: center;">No objections</td> </tr> </table> <p>b) The following decisions were noted:</p> <table border="1"> <tr> <td>19/03393/FUL</td> <td>109 High Street Worton SN10 5RU</td> <td>Proposed rear extension to form garden room</td> </tr> <tr> <td colspan="3" style="text-align: center;">Decision: Approved with conditions</td> </tr> <tr> <td>19/03343/FUL</td> <td>Agra Farm, Seend Road, Worton SN10 1SG</td> <td>Proposed conversion of existing garage roof space to self-contained residential annexe for housekeeper</td> </tr> <tr> <td colspan="3" style="text-align: center;">Decision: Approved with conditions</td> </tr> </table>	19/05133/FUL	164 High Street, Worton SN10 5SE	Alterations and extension to building	Objection (Disagree with location of workshop – detracts from character of the High Street)			19/05442/FUL	74 High Street, Worton SN10 5RU	Proposed conversion of existing detached double garage to residential annexe	No objections			19/05416/FUL	74 High Street, Worton SN10 5RU	Proposed Alterations and Extensions Including Loft Conversion	No objections			19/05488/FUL	74 High Street, Worton SN10 5RU	Proposed Detached Triple Garage with Store and New Vehicular Entrance with Parking and Turn Around Area	No objections			19/03393/FUL	109 High Street Worton SN10 5RU	Proposed rear extension to form garden room	Decision: Approved with conditions			19/03343/FUL	Agra Farm, Seend Road, Worton SN10 1SG	Proposed conversion of existing garage roof space to self-contained residential annexe for housekeeper	Decision: Approved with conditions		
19/05133/FUL	164 High Street, Worton SN10 5SE	Alterations and extension to building																																				
Objection (Disagree with location of workshop – detracts from character of the High Street)																																						
19/05442/FUL	74 High Street, Worton SN10 5RU	Proposed conversion of existing detached double garage to residential annexe																																				
No objections																																						
19/05416/FUL	74 High Street, Worton SN10 5RU	Proposed Alterations and Extensions Including Loft Conversion																																				
No objections																																						
19/05488/FUL	74 High Street, Worton SN10 5RU	Proposed Detached Triple Garage with Store and New Vehicular Entrance with Parking and Turn Around Area																																				
No objections																																						
19/03393/FUL	109 High Street Worton SN10 5RU	Proposed rear extension to form garden room																																				
Decision: Approved with conditions																																						
19/03343/FUL	Agra Farm, Seend Road, Worton SN10 1SG	Proposed conversion of existing garage roof space to self-contained residential annexe for housekeeper																																				
Decision: Approved with conditions																																						
<b>53/19/20</b>		<p><b>Milestone:</b>  Clerk has received email advising that the owners of land would like the milestone left where it is and do not consider it to be in the way of the drive.  It was proposed by RW and seconded by NS that the milestone is listed with Historic England. Agreed. Clerk to let owners know.</p>																																				
<b>54/19/20</b>		<p><b>Signs for Bill Bantam and other areas:</b>  There is budget for these this year but in order for Clerk to get prices for inclusion in 2020/21 budget, need to know type of sign required.  Bill Bantam – plaque with history  Turnpike – street name sign (on two 1m posts)  Back Lane – plaque with explanation/history</p>																																				

Signed: .....

Date: .....

		Monks Path to Edington Priory – street name sign (on two 1m posts)
55/19/20		<p><b>Resilience and Emergency Planning:</b>  BD had found examples of this covering major road incidents, major power or water supply failures. Fire, flooding and extreme. Only likely risk for Worton is severe snow and this may be responded to by a good neighbour scheme. BD will look into this regarding extreme weather. To obtain copy of resilience grant application form.</p>
56/19/20		<p><b>Parish Council Documents:</b>  a) The following existing documents circulated prior to the meeting were reviewed:  i. Code of Conduct  Proposed by DJ and seconded by MF that this document be approved without changes. Agreed.  ii. Freedom of Information Model Publication Scheme (including Guidance to Information Available)  Proposed by BD and seconded by MP that this document be approved without changes. Agreed.  iii. Complaints Procedure. This has been simplified and is now more in line with SLCC guidance.  Proposed by MP and seconded by DJ that this document be approved without changes. Agreed.  b) The new Document Retention Policy circulated prior to the meeting was considered. Proposed by NS and seconded by BD that this document be approved. Agreed.</p>
57/19/20		<p><b>Reports from representatives:</b></p>
	1.	<p><b>Community Area Transport Group (CATG):</b>  Should shortly be receiving the invoice from Wiltshire Council Highways for the Parish Council contribution for the works to reduce the speed limit at the west of the High Street.  The works to repair the C20 at the west of the village have been scheduled for 22 July and will entail a one day road closure of the C20 from the west of the High Street / Mill Road junction to the east of the C20 / Poulshot junction.  There have been various queries on the extension of the 40mph zone into Mill Road. Speedwatch team may need to adjust where they stand.  Will need to do a further metro count.</p>
	2.	<p><b>Emergency Planning:</b>  Bobby Van meeting reminder – Wednesday 31 July at 7.30pm.  Clerk thanked Pam Woods for producing the posters.</p>
	3.	<p><b>Footpaths:</b>  Wiltshire Council have given permission for siting the litter bin next to the footpath near the church providing it does not obstruct the hedge cutter.  Thanks given to those who helped to clear Back Lane and to whoever cleared Cedar Close to the church.  Church Lane to Bridge needs doing – working party for the autumn.</p>
	4.	<p><b>Recreation and Playing Fields:</b>  Lock mechanism to the gate at Sandlease needs attention – MF will look at this.  Rubber matting at Sandlease has been pulled up and needs to be re-masticated – MF will look at this as well.</p>
	5.	<p><b>Neighbourhood Plan:</b>  Aster are looking to develop land in Sandlease that was the garden/allotment area.</p>

Signed: .....

Date: .....

58/19/20	<p><b>Finance:</b>  a) The Internal Auditors Report was circulated prior to the meeting. It was noted that no issues were raised by the auditor. BD to write letter of appreciation to auditor.  a) It was agreed the following accounts be paid:  (Invoice from Mark Goddard to be added to payment schedule as no meeting in August. Advised weed spray did not take so no charge)</p> <table border="1" data-bbox="304 427 1418 645"> <thead> <tr> <th><i>Chq No.</i></th> <th><i>Payable to</i></th> <th><i>Net</i></th> <th><i>VAT</i></th> <th><i>Gross</i></th> </tr> </thead> <tbody> <tr> <td>866</td> <td>HM Revenue and Customs</td> <td>73.40</td> <td>0.00</td> <td>73.40</td> </tr> <tr> <td>867</td> <td>E M Starling</td> <td>82.63</td> <td>0.00</td> <td>82.63</td> </tr> <tr> <td>868</td> <td>Mark Goddard &amp; sons</td> <td>340.00</td> <td>68.00</td> <td>408.00</td> </tr> <tr> <td></td> <td><b>Total</b></td> <td><b>496.03</b></td> <td><b>68.00</b></td> <td><b>564.03</b></td> </tr> </tbody> </table>	<i>Chq No.</i>	<i>Payable to</i>	<i>Net</i>	<i>VAT</i>	<i>Gross</i>	866	HM Revenue and Customs	73.40	0.00	73.40	867	E M Starling	82.63	0.00	82.63	868	Mark Goddard & sons	340.00	68.00	408.00		<b>Total</b>	<b>496.03</b>	<b>68.00</b>	<b>564.03</b>
<i>Chq No.</i>	<i>Payable to</i>	<i>Net</i>	<i>VAT</i>	<i>Gross</i>																						
866	HM Revenue and Customs	73.40	0.00	73.40																						
867	E M Starling	82.63	0.00	82.63																						
868	Mark Goddard & sons	340.00	68.00	408.00																						
	<b>Total</b>	<b>496.03</b>	<b>68.00</b>	<b>564.03</b>																						
59/18/19	<p><b>Correspondence:</b> None</p>																									
	<p><b>Items to be considered for the next meeting:</b>  Metro Count  Budget update  Resilience Fund  Community Led Housing</p>																									
	<p><b>Date of next meeting:</b> Monday 2 September 2019 7.30 pm in Worton Village Hall.</p>																									
	<p><b>Key messages:</b>  Milestone  Back Lane  Bobby Van Scheme event  Gel bags  Resilience plan  Completion of C20 resurfacing</p>																									

Signed: .....

Date: .....