

**MINUTES OF THE MEETING OF NETTLETON PARISH COUNCIL
HELD IN WEST KINGTON BAPTIST CHAPEL ON THURSDAY 11TH SEPTEMBER 2014**

PRESENT: Cllrs Kerr (Chair), Bush, Beare, Caie, Flint, Wright, Maddock
Parishioners: None

| AP | | ACTION |
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| 1. | Apologies for Absence. Cllrs Shanahan and Pearce and Unitary Cllr Scott | |
| 2. | Chairman's Announcements Cllr Kerr introduced Clare Fabray to the councillors as the new Parish Clerk. | |
| 4. | Approval of the Minutes of the meeting held on 14th August 2014. Cllr Kerr noted some minor corrections that had been requested. Acceptance of the minutes was proposed by Cllr Bush, seconded by Cllr Flint, all agreed. | |
| 5. | <p>Matters Arising from Previous Minutes <u>Matters arising from Mtg of 10th July:</u> Item 4: WALC have replied to Cllr Kerr with advice on the issues raised by Cllr Beare about the content of minutes and the taking of minutes by a Council member. Further clarification on one matter is required. Cllr Kerr to discuss with Cllr Beare outside meeting.</p> <p>Item 11: Burton Community Speedwatch Cllr Caie reported that the Metro Count results indicate that Burton is eligible for a Community Speedwatch scheme.</p> <p>Item 14: Cllr Shanahan has e-mailed BT for an update on funding approval for a new route into the parish for superfast broadband cabling but no reply received yet.</p> <p>Item 17.1: Cllr Shanahan to obtain a quotation for a new bench so that the insurance claim form can be completed.</p> <p><u>Matters Arising from Mtg of 14th August 2014</u> Item 7.3: Planning Application for The Stable Barn, Westfield Farm: This is on the agenda for the WC Northern area planning meeting on 17th September. Cllr Kerr will attend to present NPC views.</p> <p>Item 9: Burton Gateway Project Cllr Caie reported that a meeting has been arranged with WC highways for 19th September.</p> <p>Item 12: Emergency Planning Cllr Caie hopes to prepare something for the next council meeting.</p> <p>Item 13: Flooding Cllr Kerr has been in contact with Renate Malton and he and Cllt Wright plan to attend the Flood Group meeting on Wednesday 17th September.</p> | <p>Ongoing Cllr Kerr</p> <p>Ongoing Cllr Shanahan</p> <p>Action Cllr Kerr</p> <p>Ongoing Cllr Caie</p> <p>Ongoing Cllr Caie</p> <p>Ongoing Cllr Kerr</p> |

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| | <p>Item 15: Reduction in Bus Service Cllr Caie has sent a letter to Cllr Scott who has offered to forward this to the bus company on NPC's behalf.</p> <p>Item 16.1: Any Other Busines - Garden Waste Collection The online consultation period has been extended to 1st October. Cllr Kerr to put a revision notice in Nettleton Post Office.</p> | Action Cllr Kerr |
| 6. | <p>Public Participation No public present.</p> | |
| 7. | <p>PLANNING MATTERS Planning Applications</p> <p>7.1 <u>14/07771/FUL: Latimer Manor, West Kington: Proposed Conversion of Outbuildings to Form Studio with Office Facilities & Ancillary Accommodation</u> The meeting discussed the above application and decided that, in principle, they would be happy to see the building restored and back in use. However they expressed concern over the continuing failure of the owners to reinstate the roof of the existing barn which is clearly visible from the road leading into/out of West Kington. It was agreed that the Council should request priority should be given to the restoration of this building before permission of the above application is granted. Regarding the application itself, three comments were proposed:</p> <ul style="list-style-type: none"> • The conditions of the earlier LBC consent be imposed. • The new ancilliary accommodation not to be sold as a separate dwelling. • A programme of works should be submitted and adhered to. <p>A Resolution of No Objection was proposed but subject to the comments noted above. Proposed by Cllr Kerr, Seconded by Cllr Flint. Vote unanimous. Cllr Kerr is to prepare and send the response..</p> <p>7.2 <u>14/08012/FUL; 7 Church Rise, Burton: Two Storey Side & Rear Extension</u> The meeting discussed the above application and the two concerns were raised.</p> <ul style="list-style-type: none"> • The proposed extension will take up one of the existing parking spaces. The drawing does not show any new parking spaces and it was noted that it is not an appropriate place for on-street parking. • The window in the East elevation appears to be overlooking the garden and rear of the neighbouring property. <p>It was Resolved to Object to this application on the grounds of lack of clarity regarding parking and the positioning of the east window. Proposed by Cllr Bush, Seconded by Cllr Flint. Vote 5 for, 1 against and 1 abstention. Cllr Kerr to send the response.</p> | Action Cllr Kerr |
| 8. | <p>Financial Matters</p> <p>8.1 Payment of £30 for use of room at West Kington Chapel for parish council meetings. Proposed by Cllr Flint, Seconded by Cllr Bush. Vote unanimous.</p> | |

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| 9. | <p>Neighbourhood Planning Workshop Cllr Kerr reported on the meeting held with Georgina Clampitt-Dix of Wiltshire Council. She will limit her presentation to a maximum of 20 minutes to be followed by any questions.</p> <p>It was decided that at the meeting attendees should be divided into groups of around 8 for the workshop, each group having a co-ordinator. Cllr Kerr will draft some notes for guidance in the workshop and circulate for comments. The object of the meeting should not be to make decisions there and then, but to educate and obtain a flavour of people’s wish lists. Responses should be recorded and shared with all.</p> <p>Cllrs Kerr, Wright, Caie and A N Other offered to set the hall up for the meeting. Cllrs Bush and Flint offered to make teas/coffees for the meeting. Cllr Kerr will provide milk and biscuits. Cllr Flint will provide teabags, and Cllr Bush to provide the coffee.</p> <p>Cllr Kerr stated that he has invited Castle Combe Parish Council to the meeting but they had declined. He has also issued an invite to Grittleton, Colerne and North Wraxall Parish Councils.</p> | <p>Action Cllr Kerr</p> <p>Action Cllrs Kerr, Wright, Caie, Bush & Flint</p> <p>Action Cllr Kerr</p> |
| 10. | <p>Highways Cllr Beare gave a verbal report:</p> <ol style="list-style-type: none"> 1. Resurfacing to Nettleton Loop – planned road closure on 13th November. 2. The footpath between Nettleton Mill and the Roman Bridge now has new kissing gates erected by the Cotswold Wardens. 3. WC expect to clear out the saplings in the north side of Burton Brook and repair the wall in the autumn. The relevant landowners will be requested by EA to clear the south side of the Brook. 4. The WC Community Day is 9th October. Cllr Beare asked that items to be considered for inclusion should be sent to him by 19th September. | <p>All Cllrs</p> |
| 11. | <p>NHS Services in Wiltshire Cllr Kerr advised the meeting that he had attended a Chippenham Area Board meeting on Monday 8th September. Two points of interest:</p> <ul style="list-style-type: none"> • All NHS funding now comes through Wiltshire Council. In particular, there are changes in provision for care of the elderly which is now managed jointly by Social Services and the NHS under the Wiltshire Council budget. Cllr Kerr will circulate information gained at the meeting for information. • A sub-group of the Area Board is to be set up for Parishes. | <p>Action Cllr Kerr</p> |
| 12. 12.1 | <p>Resolutions to be Considered</p> <p>Cllr Caie raised the issue of streamlining the parish council meetings in line with the Parish Council Toolkit in an effort to cut down time taken on the meetings. He noted that the prime purpose of the Parish Council is to take decisions. He felt that communication issues could be dealt with by e-mail, including paper copies to those not on e-mail, rather taking up time in meetings. Also, the circulation of e-mail reports prior to the meetings could help in this regard. Cllr Caie promised to ensure that any e-mails would be physically circulated to non-email users within 48 hrs. Cllr Kerr stated that the use of written reports had been tried before but that Cllrs asked for fewer reports and that perhaps a happy medium needed to be found.</p> | |

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| | <p>Resolutions:</p> <p>1) Nettleton Parish Council business and meetings shall be undertaken in line with the current Parish Council Toolkit so far as is reasonably practicable.</p> <p>2) Nettleton Parish Council expects its Councillors to follow the current version of the Good Councillor's Guide so far as is reasonably practicable.</p> <p>Proposed by Cllr Caie, Seconded by Cllr Maddock, Vote 6 in favour, 1 abstention.</p> | |
| 13. | <p>Any Other Business</p> <p>13.1 A request has been received from a parishioner in Long Leaze for a defibrillator to be placed in the telephone box. This has previously been discussed and the decision made that this would not be an appropriate location. Cllr Kerr to write to the parishioner.</p> | Cllr Kerr |
| 17. | <p>Date and time of next meeting – 9th October at 7:30 pm.</p> | |

Meeting closed: 9.15 pm.