

**MINUTES OF THE MEETING OF NETTLETON PARISH COUNCIL  
HELD IN WEST KINGTON BAPTIST CHAPEL ON THURSDAY 13<sup>th</sup> MARCH 2014**

PRESENT: Cllrs Kerr (Chair), Pearce, Flint, Wright, Bush, Maddock, Beare, Caie  
Emma Walker (Clerk)  
Seven parishioners – Amanda Read, Sally Belcher, Marje Caie, Mr G Clark,  
Mrs J Brack, Mrs J Minney, Ian Madge.

<b>AP</b>		<b>ACTION</b>
1.	<b>Apologies for Absence.</b> Cllr Shanahan, Unitary Cllr Scott	
3.	<p><b>Moved forward</b></p> <p><b>Chairman’s Announcements</b></p> <p>Cllr Kerr informed the meeting that Mr Caie’s appointment as a Member of NPC had been confirmed by Wiltshire Council following the recent uncontested election. Cllr Kerr invited Mr Caie to sign a Declaration of Acceptance of Office.</p> <p>Cllr Kerr reported to the meeting that the Clerk has tendered her resignation and given the Parish Council four weeks’ written notice. Cllrs noted their regret that Mrs Walker had decided to resign and wished to record their thanks for her most excellent work as Clerk.</p>	
2.	<p><b>Declarations of Councillors’ personal or prejudicial interests</b></p> <p>Cllr Caie declared an interest in AP.11. (Mrs Caie has made a request for allotments in Burton).</p>	
4.	<p><b>Approval of the Minutes of the meeting held on 13<sup>th</sup> February 2014.</b> Proposed Cllr Pearce, seconded Cllr Bush. Adopted unanimously.</p>	
5.	<p><b>Matters Arising</b></p> <p>Cllr Kerr’s confirmed to the meeting that NPC’s records (including the Minute Book) covering the period 1951-1990 are not at the History Centre with other archived material and their location is unknown. Cllr Kerr will endeavour to speak to former Councillors who served during this period, where possible, but proposed that this matter be closed, subject to further information coming to light.</p> <p>Cllr Maddock informed the meeting that the previous Parish Council website has now been “blanked” and will lapse in June following cancellation of the renewal.</p> <p>Cllr Pearce informed the meeting that Richard Rich is currently in poor health. Cllr Pearce will meet with Richard Rich at suitable opportunity but proposed that for the time being this matter is put on hold.</p> <p>Cllr Pearce informed the meeting that Castle Combe Estates are aware that NPC has recommended that parishioners concerned in relation to the lack of barriers on NETT42/10 liaise with Stephen Leonard, Rights of Way Officer at Wiltshire Council.</p>	
6.	<p><b>To confirm appointment of new Councillor</b></p> <p><b>See AP3 above.</b></p>	

7.	<p><b>Public Participation</b></p> <p>Amanda Read drew the attention of the meeting to the paper she had prepared and circulated to NPC – in relation to the duty of the Parish Council to investigate demand and instigate the provision of suitable land for allotments following receipt of more than six requests from parishioners. AR indicated that residents would accept allotments smaller than the standard size and sought clarification from the Parish Council on proposed timescale – whilst offering her assistance in moving the process on. Cllr Beare queried why the Parish Plan had not identified requirement for allotments, to which parishioners responded that Burton has recently experienced significant population movement and the new residents and demographic have created different demands. Councillors responded to AR’s request that land be located as near to Burton as possible by clarifying the duty of the PC to consider the provision of “parish” allotments, the siting of which should not be determined by a specific demand but identification of a suitable location. In referring to the plan provided by parishioners, AR confirmed that Mr Clarke had not yet been approached directly - Mr Clarke indicated that this lack of communication from residents was very unsatisfactory, considering that the piece of land specifically identified in the proposal put forward by residents is in his ownership.</p>	
11.	<p><b>Moved forward</b></p> <p><b>To consider request from parishioners in Burton for allotments</b></p> <p>Cllr Pearce reported to the meeting that in accordance with legislation, the Parish Council has a duty to consider the request for allotments, duly made to the Parish Council by more than six residents of Burton. Although the expression of interest received suggests that the provision of allotments should be in or close to Burton, Cllr Pearce suggested that the PC maintain an “open mind” in relation to the request, particularly with regard to location. Cllr Pearce confirmed that areas of land currently considered to be vested in the PC would be insufficient to accommodate the demand and therefore additional and/or alternative land would be needed to provide allotments. Cllr Pearce informed the meeting that in a neighbouring parish, a private rental arrangement with a landowner had satisfied the demand for allotments and therefore suggested that this option be considered. Cllr Pearce recommended that the PC initially explore the identification of a site through negotiation and only if this fails, should alternative options, involving the exercise of compulsory powers, be investigated.</p> <p><b>Cllr Kerr proposed that a Sub-Committee comprising Cllrs Pearce, Wright and Caie carry out an investigation of suitable sites and report to the May meeting.</b> Cllr Caie suggested that the sub-committee take up Amanda Read’s offer of assistance in moving the process on.</p> <p><b>Cllr Caie proposed an amendment to the motion suggesting that a written interim report be presented at the April NPC meeting.</b> Cllr Pearce suggested that as any reports will be a matter of public record, due time should be expended in necessary investigations and preparations. Seconded by Cllr Beare.</p> <p><b>Cllrs voted by majority to accept Cllr Kerr’s recommendation.</b></p>	Cllrs Pearce, Caie and Wright to meet as sub-committee.

8.0	<b>PLANNING MATTERS</b>	
8.1	<p><b>14/02089/FUL – Equestrian arena and stables on land rear of Mulberry House, Burton.</b></p> <p>Cllr Pearce suggested that the application lacked detail in relation to manure storage and the implications in terms of natural drainage of effluent from the elevated located of the site towards The Street; access to the ménage; landscaping and fencing/corralling system; distance between the ménage and stables and explanation for the dimension (height) of the stable building. Cllr Pearce recommended that NPC submit a “Holding Objection” requesting further information. Cllrs Maddock, Wright and Caie indicated that they did not consider that the proposals would be detrimental to the village and did not have any objections. <b>Cllrs voted by majority to raise no objections to the proposals but to include comments in their response in relation to the drainage and other issues raised by Cllr Pearce.</b></p> <p>Following this item Mr Clark, Mrs Brack, Mrs Minney and Ian Madge left the meeting.</p>	Cllr Pearce to draft response.
9.	<p><b>Financial Matters</b></p> <p>Cllr Kerr recommended and Cllr Pearce seconded payment to:-</p> <p>Emma Walker (Clerk)   £213.80  WKBC (Room hire)       £ 30.00  David Taylor             £ 40.00 (fencing NPC land in Nettleton)</p> <p>Adopted unanimously.</p> <p>Cllr Wright requested clarification on the funding of initiatives such as the provision of allotments – following indication that “Parish Council” precepts might be capped in future financial years.</p>	
10.	<p><b>Arrangements for Annual Parish Meeting</b></p> <p>Following discussion re venue, Councillors agreed that the meeting will be held at the Church in Burton – on 24<sup>th</sup> April. Mrs Caie confirmed from the floor that a WC would be available in The New House.</p> <p>Cllr Kerr confirmed that he would prepare a Chairman’s report summarising the activities of the Parish Council during the last year and circulate for comment prior to the meeting.</p> <p>Cllr Kerr confirmed that a suitable representative of Wiltshire Council would be identified and invited to provide a brief presentation (15 mins approx.) on the neighbourhood planning process, following by a short question and answer session.</p> <p>Mrs Caie confirmed from the floor that display boards in the Church could be used for background information on neighbourhood planning. Cllr Pearce will be unable to attend the APM but will liaise with the Neighbourhood Planning representative re content of the presentation and brief NPC Cllrs prior to the meeting.</p> <p>The meeting will be publicised via an initial flyer/poster on village noticeboards (asap) and subsequent reminder notice; and village email lists.</p> <p>Councillors discussed the necessity for a sound amplification system and projector plus screen.</p>	<p>Cllr Kerr to prep Chairman’s report &amp; agenda</p> <p>Cllr Kerr to contact Cllr Shanahan re rep from WC.</p> <p>Cllr Kerr to draft flyer/poster &amp; Cllrs Caie, Beare &amp; Shanahan to publicise via email lists</p>

	<p>Cllrs resolved that the subsequent meeting to take place in June should take the form of a Saturday workshop, intended to allow parishioners to discuss the neighbourhood planning process in specific relation to the village and public open space facilities.</p> <p>Cllr Pearce confirmed in response to a query from Cllr Flint that the Section 106 monies recently allocated by Wiltshire Council in relation to development at 1 and 2 Nettleton Rd, Burton, would be received by the Parish but in terms of availability, had to be allocated in accordance with the specific request made by NPC to WC (recorded in Oct 13 Minutes) – “for the provision of public open space facilities in the village of Burton”.</p>	
12.	<p><b>Highways</b></p> <p><b>Reporting procedures</b> Following discussion, Councillors agreed that the Lead Councillor on Highways would continue to provide brief, written reports to the Parish Council on relevant issues to accompany the agenda and be published after meetings of NPC as an addendum to the Minutes.</p> <p><b>Draft Land Drainage Bylaw</b> Cllr Pearce reported that the preparation of the draft Land Drainage Bylaw by Wiltshire Council had overlooked comments submitted to the preliminary consultation by NPC. Cllr Pearce explained that the intention of the Bylaw is to enable Wiltshire Council to enforce the maintenance of water courses which are not the responsibility of the Environment Agency. NPC had sought clarification on the proposed approach to dealing with water courses in close proximity to highways where vehicles, which the owner of the watercourse is unable to control, may cause damage. NPC will submit a repeat of this request – which if not resolved will move forward in the process as an “unresolved objection”.</p> <p><b>Highways report</b> Cllr Beare presented a verbal report to the meeting:-</p> <p>A meeting will be arranged with Wiltshire Council to inspect potholes/edge deterioration shortly.</p> <p>Following a number of meetings with WC, a JCB is due on site on 18<sup>th</sup> March to deal with issues relating to flooding at Nettleton Mill and drainage works at Manor Farm.</p> <p>A Vactor unit and, hopefully, root cutter is due on 19<sup>th</sup> March to deal with blocked drains and gullies at various locations (Lower Leaze, Nettleton; Nettleton Road, Burton; West Kington Road, Nettleton; Rat hole to north of Lower Leaze (investigation required) and gullies on the B4039, opposite Cllr Maddock’s house).</p> <p>A meeting has been held with the Environment Agency re Burton Brook. A plan was supplied showing the responsibilities of the EA. A further meeting will take place with the Field Team shortly. The EA has agreed to deal with obstructions, tree growth and maintenance.</p> <p><u>Hedges/Ditches</u></p>	Cllr Pearce to draft response.

	<p>The ditch has been cleaned out by the footpath to the old school by the Prior and Mr Wilks' properties.</p> <p>Cllr Kerr will contact the owner of the field by Edgecorner Lane re cutting the hedge.</p> <p><u>Ongoing issues</u></p> <p>WC has agreed to deal with potholes on the road near Nettleton Lodge (which is due to be resurfaced) as an interim measure – date awaited.</p> <p>The drainage on either side of the stile on West Kington Road, Nettleton is to be piped by WC.</p> <p>The piping at the end of the ditch at the top of the hill on north end of Edgecorner Lane needs to be dug out – Cllr Wright will speak to Danny Clark.</p> <p>Subject to approval from WC, the landowner has offered to dig the ditch at the southern end of Edgecorner Lane –at his expense.</p> <p>The WC Masonry team will deal with the drainage gullies near Coates Farm, Nettleton Road and The Street, Burton.</p> <p>Profiling of the Fosse at the entrance to the road to Nettleton Mill still to be carried out.</p> <p>Wiltshire Council has supplied a grass cutting schedule – but it was very difficult to follow.</p>	<p>Cllr Kerr</p> <p>Cllr Wright to speak to Danny Clark.</p>
14.	<p><b>Any other Business</b></p> <p>Cllr Kerr proposed that in the interim period, whilst NPC recruits a new Clerk, EW notifies correspondents to address all further communications, for the time being, to DK. DK and DRP will draft the agenda for the next meeting and DK will take Minutes.</p> <p>NPC will place an advertisement for a new Clerk in the Honeycomb asap, publicise the vacancy via village notice boards and email lists and place notices in local village shops and post offices.</p> <p>Cllr Caie expressed interest in attending the Emergency Planning Workshop organised by Chippenham Area Board, to take place on 02.04.</p> <p>Cllrs Wright and Maddock will attend the Neighbourhood Planning Workshop in Chippenham on 14/04.</p> <p>Cllr Beare informed the meeting that reports suggested that the Parish would have the benefit of high speed broadband very soon.</p>	<p>Cllrs Kerr &amp; Pearce to prep notices.</p> <p>Clerk to f'ward info to Cllr Caie.</p> <p>Cllr Wright/ Maddock</p>
15	<p><b>Date and time of next meeting – 10<sup>th</sup> April at 7:30 pm.</b></p>	

Meeting closed: 9:30 pm.