

**MINUTES OF THE MEETING OF NETTLETON PARISH COUNCIL
HELD IN WEST KINGTON BAPTIST CHAPEL ON THURSDAY 14th NOVEMBER 2013**

PRESENT: Cllrs Kerr (Chair), Flint, Maddock, Beare, Bell.
Emma Walker (Clerk)
Two Parishioners – Mr and Mrs Webb, One Planning Agent – Mr Ben Pearce

AP		ACTION
1.	Apologies for Absence. Cllrs Pearce, Wright, Bush, Shanahan, Unitary Cllr Scott.	
2.	Declarations of Councillors’ personal or prejudicial interests None	
3.	Chairman’s Announcements None	
4.	Approval of the Minutes of the meeting held on 10th OCTOBER 2013 – Approved subject to incorporation of Cllr Beare’s comment relating to beginning work “now” to set the precept level based on an actual budget plan, in MP10 “Financial Matters”.	
5.	<p>Matters Arising</p> <p>Cllr Kerr informed the meeting that discussion relating to definition of the planning process (MP 7.1.4 – NPC 12.09.13) would be deferred to the December meeting.</p> <p>Cllr Maddock was asked to assist Cllr Shanahan to ensure that the previous Parish Council website is redirected to www.nettleton.org.uk.</p> <p>Cllr Maddock will keep NPC updated on progress of the review of the speed Limit on the B4039 between The Gibb and Burton, which has been reported as a Community Issue to the Area Board.</p> <p>Cllr Beare informed the meeting that the telephone kiosk in Nettleton has become very dilapidated. Cllr Bell will arrange for it to be repainted in Spring 2014. Cllr Wright has confirmed that he will erect shelves in the kiosk to enable it to be used for a book exchange.</p> <p>The NPC Risk Assessment will be prepared.</p> <p>Cllr Maddock informed the meeting that the Cllrs details on the Wiltshire Council Register of Members’ Interests are out of date, the list still containing the names and details of several former Cllrs. Cllrs Shanahan and Bush yet to register.</p> <p>Cllr Kerr informed the meeting that he will make effort to contact previous Chair and Clerks of the Parish Council in order to try to establish the location of the missing records (1965-1991). Cllr Beare suggested that the records might have been properly archived and misplaced by Wiltshire Council during the relocation of materials to the History Centre.</p>	<p>Cllr Shanahan/ Pearce</p> <p>Cllr Shanahan/ Maddock</p> <p>Cllr Maddock.</p> <p>Cllr Bell/ Wright</p> <p>Clerk/Cllr Kerr.</p> <p>Clerk to contact WC. Cllrs Shanahan/ Bush to register interests.</p> <p>Cllr Kerr</p>

6.	<p>Public Participation</p> <p>Mr and Mrs Webb outlined the background to their planning application (13/05056/FUL – 8 Long Leaze), AP 7.1. Mr Webb explained that the PC had raised no objections to their previous, larger proposal and no neighbours have, to date, submitted objections to the new scheme. The Case Officer, in refusing the original application, had expressed issues relating to the scale of the proposed extension, to which the Webb’s have responded by reducing the footprint of the additional space and lowering the ridge height. Mr and Mrs Webb are concerned that the demands of the Planners might curtail the ability of the extension to meet their present and future needs, making the proposal unviable and therefore are keen to obtain the support of NPC.</p> <p>Mr Pearce outlined the background to planning application 13/04289/FUL – Retention timber garden workshop and store, The Old Granary. Mr Pearce explained that the location of the shed meant that it had no impact on the character or setting of the Listed Buildings surrounding the site. In response to a query, Mr Pearce confirmed that normally this kind of structure would be covered under Permitted Development rights but planning permission was required as the site is located in an Area of Outstanding Natural Beauty.</p>	
7. 7.1	<p>Planning matters</p> <p>Planning applications:-</p> <p>13/04289/FUL – Retrospective – The Old Granary, Nettleton. Retention timber garden workshop and store.</p> <p>Cllr Kerr informed the meeting that one objection from an immediate neighbour had been submitted in relation to this application, based primarily on the impact of the timber structure, in terms of scale, design and appearance, on the site in which it is located. Cllr Kerr confirmed that the shed was not visible from the road. NPC resolved unanimously to raise no objections to this proposal.</p> <p>13/05056/FUL – 8 Long Leaze, Nettleton. Erection two storey side extension. Resubmission 13/00528/FUL.</p> <p>Cllrs agreed that the proposal does not result in an issue of overlooking or loss of privacy to neighbouring properties, nor does it produce an unacceptable reduction in curtilage available for the enjoyment of the occupiers. The host dwelling is not Listed and is not within a Conservation Area. Although it is within the AONB, its location and relationship with neighbouring dwellings does not result in any harm to that landscape value. NPC resolved unanimously to support the proposal subject to conditions relating to external facing materials and the line of the windows matching those used on the host dwelling and request that Unitary Cllr Scott call-in the application should the PO be minded not to grant permission.</p> <p>NPC to request that the Case Officer include an “Informative” on any permission granted requesting that following completion of the development any damage to highway verges resulting from the</p>	<p>Clerk to respond to WC.</p> <p>Clerk to respond to WC.</p> <p>Unitary Cllr Scott to call-in should PO be minded to refuse.</p>

7.2	<p>approved works or associated vehicular movements or deliveries be repaired and the verge reinstated to the condition that existed prior to the development commencing.</p> <p>Following this item Mr and Mrs Webb left the meeting.</p> <p>13/05312/TCA – Walnut House, Smith Street, West Kington – Fell 1 Larch Pine. Cllrs agreed that the tree does not make any material contribution to the character of the Conservation Area and as other trees exist in close proximity there is no need to request the planting of a replacement. NPC unanimously resolved to raise no objections.</p> <p>Update on planning decisions</p> <p>12/02394/FUL – Pound Barn, West Kington – permission subject to a number of conditions.</p>	Clerk to send response to WC.
8.	<p>Financial Matters</p> <p>Cllr Kerr recommended and Cllr Bell seconded payment to:- Emma Walker (Clerk) £280.26 WKBC £ 30.00 Adopted unanimously.</p> <p>Budget Forecasts and Precept setting 14/15 FY Cllr Kerr outlined the budget forecast appended to these Minutes and proposed that the precept be maintained at the current level of £5,000 for the 14/15 Financial Year – adopted unanimously. Cllr Beare suggested that debate should take place relating to NPC contributions to PCC’s in the Parish. Cllr Beare pointed out that fencing the parish lands in Burton would incur a cost to NPC which has not been budgeted for – Cllr Kerr explained that a reserve had been maintained to fund parish improvements/make donations as and when required.</p>	Clerk to submit precept application
9.	<p>Public Open Space Nettleton Parish Council has now requested that Wiltshire Council as Local Planning Authority secure a financial contribution from the development of land known as 1 and 2 Nettleton Road, Burton, for the purposes of the provision of public open space facilities in the village of Burton. Cllr Beare stressed, following his attendance at a Neighbourhood Planning event with Cllr Pearce, that the contribution would only be available for a specific timescale (5 years) and therefore it should be ensured that the fund is expended within this period.</p> <p>Arrangements for Public Meeting Cllr Kerr reported that he has met with Mr Caie, to discuss arrangements for a public meeting to take place in Burton, organised by NPC, with the intention of making parishioners aware of the above and canvassing local opinion on public open space facilities. Cllr Kerr explained that timing of the meeting which will take part in the first</p>	Public meeting in Burton to be put on January agenda – Clerk.

	<p>part of 2014 has yet to be agreed – Mr Caie has stressed that the PC need to ensure that the meeting is effectively promoted and has suggested that a leaflet drop be undertaken when arrangements are confirmed. Cllr Kerr proposed that the meeting be put onto the January agenda for discussion at this time – Cllr Beare seconded. Cllr Flint expressed the opinion that the monies should not be viewed as specifically targeted at one part of the parish.</p> <p>Burton Land Cllr Kerr reported that he and Cllr Wright have yet to meet with Mr Clark. Cllr Beare proposed that a timescale of 3 months should be set to clear and fence the land. Cllr Beare agreed to prepare a specification of works which he will circulate to other Cllrs by email and three quotes will be obtained prior to the December meeting. Cllr Beare requested that Cllrs should provide him with details of contractors who might provide quotations. Cllrs discussed asking volunteers to carry out some of the work – Clerk to research insurance implications. NPC to give consideration as to how best to maintain the land following completion of the clearance work.</p> <p>Nettleton Land Cllr Beare presented a brief report and proposed that no new wayleave agreement is entered with SSE as the right to require them to move the stay, whilst incurring no cost to NPC, would be lost. NPC accepted unanimously. NPC will claim arrears to which they are entitled from SSE (6 years) plus annual wayleave payments.</p>	<p>Cllr Beare to prep spec/obtain quotes Cllrs to let Cllr Beare have names of Contractors Clerk to research insurance.</p> <p>Cllr Beare to put SSE in contact with Clerk/Clerk to make arrangements for collecting payment.</p>
10.	<p>Snow Plan Cllr Beare explained that two documents have been produced – the NPC “Snow Plan” primarily sets out arrangements between NPC and WC, whilst the NPC “Snow Arrangements for Residents” is intended for public circulation and will be distributed by a number of means including via email, on the website and in the PO. A Contract has been agreed between WC and a farmer in the parish to clear the roads, as outlined on the map appended to the Snow Plan. The appropriate equipment has been supplied by Wiltshire Council. The plan will only be triggered following receipt of a Severe Weather Warning from WC by the Emergency Snow Committee (Cllr Beare, Pearce and Wright) who will then issue a request that the roads be cleared. This arrangement incurs no financial implications for NPC. Reserves of grit will be located in the parish and be available to Snow Wardens to collect and re-fill grit bins as appropriate.</p> <p>Cllrs discussed the proposed route to be cleared in West Kington and acknowledged that alternative views exist on the most appropriate roads to be included on the plan. Cllr Beare explained that the chosen road leads to J18 of the M4 and therefore can serve those commuting in either direction.</p>	<p>Cllr Beare to deliver “Snow Arrangements for Residents to PO.</p> <p>Clerk to send Snow Plan to Simon Rowe at WC.</p>

<p>11.</p>	<p>Highways Cllr Beare reported to and updated the meeting on three major highway issues:-</p> <p>Flooding – Cllr Beare has a meeting with the Highways Department and a WC Engineer on 20th November to discuss flooding in three locations in the Parish - near Manor Farm, near Lower Leaze, Nettleton and the road leading down to Nettleton Mill. Cllr Beare requested that Cllrs make him aware of any other highway flooding issues they encounter/are informed of.</p> <p>Trees – Cllr Beare reported that a Felling Order has been issued by WC in respect of the dead tree in Dark Lane and a Pollarding Order in respect of the Ash Tree located alongside the notice board in Nettleton. A request for information has been issued by WC in respect of the Ash tree opposite the Baptist Chapel in Nettleton. Cllr Beare requested that Cllrs make parishioners aware that if they suspect trees alongside the highway are dangerous, they should inform NPC.</p> <p>Potholes and other maintenance – The Highways Department have scheduled a Community Day for 25th November – Cllr Beare is asking WC to make sure that they provide sufficient manpower on this occasion to enable a large number of potholes to be filled/maintenance tasks carried out.</p> <p>Cllr Kerr expressed his thanks to Cllr Beare for his proactive approach to highways issues, in his role as Lead Councillor on this topic.</p> <p>Cllr Maddock will liaise with Wiltshire Council and other PC's affected relating to the decision to hold Badminton Horse Trails and Castle Combe Japfest on the same weekend in 2014 – and the implications for the local highway network.</p> <p>Cllr Maddock reported that recent experience of using the Wiltshire Council link and App to report highways issues demonstrates that it works. Cllr Kerr said that as a principle, NPC would request that local highway issues are reported via Cllr Beare.</p>	<p>Cllr Beare to meet WC Highways. All to inform Cllr Beare of h'way flooding issues.</p> <p>Cllr Beare</p>
<p>12.</p>	<p>Flood Plan</p> <p>Cllr Kerr attended a Wiltshire Council Flood Wardens' meeting in Chippenham and will prepare a Flood Plan Statement for adoption by NPC. Cllr Kerr explained that a number of the flooding issues in the Parish are actually highway issues and therefore fall within Cllr Beare's remit but that Cllrs Beare and Kerr have agreed to work together to get WC to resolve these issues</p> <p>Whilst the brook in Burton which has blocked and led to flooding in the past, has been cleared, Cllr Kerr will investigate the background to this work being carried out to ensure that prompt action can be taken should the problem recur.</p>	<p>Cllr Kerr to prep Flood Plan Statement. Cllr Kerr to research clearance work on brook in Burton.</p>

13.	<p>Any other Business</p> <p>Cllr Kerr reported that pre-application supporting documentation has been prepared relating to the proposed West Kington Farm, development, providing a good basis for understanding the proposed development – and copies would be supplied to all Cllrs. Cllr Kerr will arrange a site visit for NPC, following which this matter will be discussed at the meeting in December.</p> <p>Cllr Bell reported parishioners’ concerns relating to the very poor condition of the telephone kiosk in Burton. Clerk to refer to BT for action.</p>	<p>Cllr Kerr to arrange site visit</p> <p>Clerk to contact BT.</p>
14.	<p>Date and time of next meeting – 12th December at 7:30 pm.</p>	

Meeting closed: 9:50 pm. Mr Ben Pearce left the meeting.