

**MINUTES OF THE MEETING OF NETTLETON PARISH COUNCIL
HELD IN WEST KINGTON BAPTIST CHAPEL ON THURSDAY 9TH JUNE 2016**

PRESENT: Cllrs Kerr, Wright, Beare, Bush, Flint, Minney, Caie, Pearce
Cllr Scott (Wiltshire Council)
Clare Fabray, Clerk
Members of Public: Matthew Lyons

AP		ACTION
1.	Apologies for Absence. Cllr Shanahan	
2.	Declarations of Councillor’s personal or prejudicial interest in any Agenda item. None.	
3.	Chairman’s Announcements Cllr Kerr said that as the agenda had been issued one day late he had contacted WALC who advised that provided that decisions on new matters were not made the meeting could proceed as planned.	
4.	Approval of the Minutes of Nettleton Annual Parish meeting held on 14th April 2016 : Approved, all in favour. Approval of the Minutes of Nettleton Parish Council Annual meeting held on 12th May 2016 : Approved, all in favour. Approval of the Minutes of the Parish Council meeting held on 12th May 2016 : Approved, all in favour.	
5.	Actions from Previous Minutes Where Not the Subject of an Agenda Item Item 9: Fosse Way Safety - Cllr Kerr has spoken to the relevant Highways Officer in Wiltshire Council who will look at this issue in detail and come back with possible proposals before the next CATG meeting in August. Cllr Kerr will circulate this information to all Cllrs, Jane Humphreys and Sarah Stevens. Item 10: SID, Burton – Cllr Caie is continuing to look into options for this. Item 13: Highways, Spreadsheet of tasks for Parish Steward to WC. Cllr Beare has not yet forwarded this spreadsheet. Item 14: Nettleton Parish Lands. Cllr Pearce tabled a plan of the parish lands at Nettleton Shrub. NPC does not lay claim to the unfenced part adjoining the road, all other areas are fenced. However the public footpath that runs through the parish lands is not in good condition. Cllr Kerr will look at clearing this in his role as Cotswold Warden.	Action: Cllr Kerr Action: Cllr Caie Action: Cllr Beare Action: Cllr Kerr
6.	Public Participation Matthew Lyons, Old Post Office, West Kington. Mr Lyons presented planned proposals for an extension to his property. Some of the remaining roof structure dates back to the 15thC. The plan includes taking away the existing 1970’s additions but they are governed by the existing roof timbers. The proposed extension will be at the rear of the building and will be barely visible from the road due to the existing wall. Mr Lyons has taken the advice of the Conservation Office and Planning Officer at Wiltshire Council. He has also spoken to immediate neighbours who are	

	happy with the plans. There will be no alteration to the elevation facing the road. Cllrs general opinion was that this would be a big improvement to the property.	
7.	<p>PLANNING MATTERS</p> <p>16/04768/TCA: Fell 1 Leylandii, 2 Sycamore Trees, 4 Apple Trees, 1 Magnolia, 1 Conifer, 1 Multi-Stemmed Field Maple and 2 Ash Trees. Crown Raise 1 Yew to 4 Metres at Old Post Office West Kingston Chippenham Wiltshire SN14 7JE</p> <p>Mr Lyons explained that advice had been taken from a tree surgeon on the trees that need to be felled in order to keep the wall adjoining the road intact and at the stability of the hill. Cllr Bush stated that she knows the site well, that it has been much neglected and that she is happy that it is now being improved and looked after. Cllr Pearce proposed No Objection, seconded by Cllr Bush, vote in favour unanimous. Cllr Kerr stated that, in view of the late issue of agenda, if any Cllr requires more time the Clerk should be advised and a further vote will be taken by e-mail the next day.</p> <p>Planning Update</p> <p>16/02723/FUL: Proposed Conversion Outbuilding into Self Contained Annex and Design Studio at 1 Barn Cottages, West Kingston Withdrawn.</p> <p>16/03208/FUL: Side and Rear Extensions and Rear Conservatory at Avenue Cottage, Horsdown, Nettleton Approved.</p> <p>Latimer Manor, West Kingston</p> <p>Following an email received regarding the ongoing lack of restoration to the barn at Latimer Manor, the Clerk sent a request for an update on the situation to Planning Enforcement at Wiltshire Council who requested more information – Cllr Pearce to draft a note for the clerk to send.</p>	All Cllrs
8.	<p>Financial Matters</p> <p>a) Clerk's Salary & Tax: Cllr Kerr noted that the PC is now registered with HMRC for PAYE and that it is proposed that salary and tax will be paid by cheque for April/May and then by Standing Order for the remainder of the tax year up to February 2017.</p> <p>b) Approve payment of £1136.00 to Notice-It for supply of 4 Noticeboards. Proposed by Cllr Kerr, seconded by Cllr Pearce, vote in favour unanimous.</p> <p>c) Approve payment of £10.15 to Community First for noticeboard insurance. Proposed by Cllr Kerr, seconded by Cllr Pearce, vote in favour unanimous.</p> <p>d) Cllrs noted that Section 106 payment from Cotswold Homes of £10,137 was received by Wiltshire Council on 24th February and that the 5 year count starts from that date.</p> <p>e) NPC will shortly be receiving the CIL payment of £2256.00 for development at 1&2 Nettleton Rd, Burton and Cllr Kerr asked Cllrs for their thoughts on how this might best be used within the parish. One idea put forward was the installation of a footpath along the B4039 in Burton between the motorway and the village. Cllr Pearce suggested looking at the installation of a similar footpath in Kingston St Michael and gaining some information as to costs of a</p>	Action:

	possible scheme. All Cllrs agreed this would be helpful and Cllr Pearce will action this. Cllr Kerr suggested Cllrs gave the matter further thought and to perhaps come back with any additional ideas/information at the September meeting.	Cllr Pearce
9.	<p>Business Plan</p> <p>Cllr Kerr has circulated a draft business plan for 2016-17. It is basically the same as last years with some minor alterations. These are mainly with regard to the Communication: Website & non-electronic, Litter and Fly-tipping items. These were looked after by Cllr Maddock, who resigned last year. It was proposed that Cllr Shanahan may be the best candidate to take over the Communication item and Cllr Kerr will speak with her to see if she is willing to do this. Any litter issues can be reported to the relevant local councillor and fly-tipping is now to be reported via the WC app.</p> <p>Cllr Beare asked for an update on the Emergency Plan. Cllr Kerr wrote to WC for advice on how to proceed. The Parish Forum has now received an email from WC issuing a proforma to be followed, as apparently there are a number of councils in the same position as NPC. Cllr Kerr will fill this in and forward to Cllrs over the next couple of months.</p> <p>Cllr Pearce wished the business plan to record continued support for attendance at the parish forums and that NPC should consider how such payments as CIL, etc. may be applied to the parish.</p> <p>Cllr Kerr will make amendments and the plan will be formally agreed at the July meeting.</p>	Action: Cllr Kerr
10.	<p>Update on Damaged Wall on Church Hill, Burton</p> <p>Cllr Wright has spoken to Wayne Clark and made him aware that NPC will not release the money they are holding towards this until proposed repair work has received approval from Wiltshire Council. Cllr Kerr suggests that himself, Cllr Wright and Wayne Clark meet with Chris Clark, the relevant representative from Wiltshire Council to decide the best way forward.</p>	Action: Cllrs Kerr/ Wright
11.	<p>Road Safety at Burton Triangle</p> <p>Cllr Caie had emailed a photograph to all Cllrs prior to the meeting of skid marks on the road at Burton Triangle. He is concerned about safety aspect there, especially as it is where schoolchildren gather to catch the school bus. Cllr Wright stated that the marks are not caused by heavy vehicles going too fast, but that because their trailers are empty, when they brake it causes the skid marks; this would not happen when the trailers are fully loaded. Cllr Minney said that during school drop off/collection times there was also an issue with cars parking on the pavements. Cllr Kerr asked if the general feeling amongst Cllrs was whether there was a safety issue here or not. Cllr Scott suggested it may be a good idea to contact the local Community Police Office and ask that they attend a couple of times during the school drop-off period. Cllr Caie will contact the CPO to arrange this.</p>	Action: Cllr Caie
12.	<p>Future of Damaged Grit Bin at Bottom of Edgecorner Lane</p> <p>Cllr Beare confirmed that Wiltshire Council will replace damaged bins FOC. He feels it would be better located further up the hill and this was agreed by other Cllrs. Cllr Kerr proposed that this course of action should be taken; seconded by Cllr Beare, vote in favour unanimous.</p>	Action: Cllr Beare

13.	<p>Highways/Flooding Update</p> <p>Cllr Beare presented his highways report as follows:</p> <ul style="list-style-type: none"> • The wall opposite Burton Brook near Edge corner lane junction was damaged by the contractors and they will be arranging for its repair. • The wall on the bridge at the bottom of the hill on the Fosseyway has collapsed and has been reported to WC. • The state of the road between the bottom of Edgecorner Lane and Burton has been reported to WC. • He summarised items from the WC highways newsletter, including: <ul style="list-style-type: none"> ○ The parish steward scheme will not be operational until October. ○ Verges will only be cut once a year unless there are safety issues. <p>Cllr Kerr reported that he is still trying to get a meeting date arranged with the EA to discuss issues shown by their flood modelling, but that they have said this will not be possible until after the EU referendum has taken place.</p>	
14. a)	<p>Any Other Business</p> <p>Cllr Pearce asked whether the agenda for the NPC meetings needs to be displayed on every noticeboard within the parish. It was decided that this should be the case. Cllr Pearce will post the agenda on the Nettleton and West Kington noticeboards and Cllr Caie will continue to do so in Burton.</p> <p>Cllr Scott suggested it may be an idea to have a permanent notice displayed informing that NPC meetings always take place on the second Thursday of each month. Cllr Pearce/Clerk will arrange this once the new noticeboards are in place.</p>	<p>Action: Cllrs Caie / Pearce</p> <p>Action: Cllr Pearce/ Clerk</p>
16.	<p>Date and time of next meeting – 14th July at 7:30 pm.</p>	

Meeting closed: 9.10pm