

North Newnton Parish Council Meeting

Monday 9th September 2019 at 7.30 p.m.

Minutes

Present: Chair of the meeting - Cllr Tom Ellen (TE), Cllr Kate Boulter (KB) (Joint Vice -Chair), Cllr David Brisker (DB) (Joint Vice-Chair), and Cllr Marcus Stoneham (MS)

In attendance: Gillian Tatum Clerk, 15 members of the public attended the meeting (including members of the North Newnton Neighbourhood Plan Steering Group).

The meeting started at 7.30pm

- 1 **Absence apologies and Declaration of interests** No Apologies were received but it was noted that Wiltshire Councillor Paul Oatway was absent. It was also noted that Cllr Robert Chillcott has formally resigned from the Parish Council. Members are bound by the provisions of the Code of Conduct and are required to declare either personal or prejudicial interests. Cllr Tom Ellen declared a pecuniary interest in item 4 and as such declared he would abstain from any vote on any motion under that item.
- 2 **Minutes of Parish Council Meeting 20th August 2019.** The minutes were signed by the Chair as a true record.
- 3 **Adjournment. Welcome to the Public.**
Due to the numbers of parishoners and others with interest in item 4 the Chair explained he would take questions from the public after item 4 (i) and 4 (ii). Parishoners were also attending to present a petition on traffic at Hilcott and this was timetabled after item 4.
- 4 **Neighbourhood Plan (NP)**
(i) Vicky Marshall (VM) (Member of NP Steering Group (SG)) reported back from their SG meeting of 28/08/2019 that it had been unanimously agreed that following the extraordinary meeting of the Parish Council on 20/08/2019 the group had agreed to dissolve itself. They had produced a well-received Design Statement but recognised from the last meeting that the Draft Plan was considered sub-standard; they therefore intended to hand all the materials over the Parish Council (PC) to proceed with as it wished.
Q1 Public – Does the Council feel it now needs specialist advice on the way forward?
PC replied that it had a lot of consultancy advice from Place Studio and spent a lot of money on the NP. One of the issues that had caused some of the most concerns, that there were contradictions in the statistics (which had now been reduced) and that communication had obviously gone slightly adrift between the SG and the PC. The PC had lost the PC reps on the steering group (1 left and 1 retired Councillor). It was hoped from that last meeting that we could all work together now.
VM replied Place Studio had produced a lot of the NP, they agreed meeting went well and that Jeff Bishop (consultant from place Studio) had explained everything and how the figures had been calculated. Better to say there was a communication breakdown bt the SG & PC, opportunity to have discussion and

positive way forward. However they discussed the situation at their SG meeting – local residents had long standing contribution to the design statement and history of the parish and engagement and wanted to commend Helen Pearson (who could not be at tonight’s meeting). They had followed the “rules” of the NP invited Parishoners along at each stage, presentations and newsletters were distributed. VM stated that ultimately it was the PC requirement to sign off the Plan and this was why asked PC to take forward as they thought appropriate. PC replied: Acknowledged hard work and input the SG had carried out and really appreciated but for various reasons communication had broken down and this was sad. It was thought that there was no set timescales to undertake the NP and that the Plan if taken forward needs to be ready and robust. 3 immediate options were identified; (1) Cancel the NP, (2) Progress the NP, (3) Pause on the NP.

Q2 Is there a time limit to produce the NP? Can a Developer come in anyway, at any time and submit an application? Can we meet time limits?

PC replied: If a plan is in place it does carry more weight with the Wiltshire Planners and will look at recommendations from the PC. But it is essential that the plan is right rather than try and publish a plan that we are not comfortable with. We are a long way off for the formal process (outlined at the last meeting) at least another year, so a delay at this juncture to get it right will not affect things too much. PC limited capacity (just lost another Councillor), perhaps there was potential for another steering group?

Q3 /Replies: Needed to be separate from the PC led by Parishoners but with at least 2 members of the PC on it. Could PC lead, create another group, ideal situation with direct communication with councillor involvement?

Q4/Replies: Once the information is handed back from the SG could an audit be undertaken? Was there any budget left? An independent specialist could review and identify what’s missing? Could the Design Statement (DS) stand on its own (thought it was 99% there)?

SG reply: Design Statement is only relevant if NP has site allocations within it, so not sure then if DS could stand alone.

Q5/replies: Following on from Audit idea, could the contact at Wiltshire Council be approached to help (Sophie Davies, Wiltshire Link Officer) to give advice on the Draft Plan in its present format? To help identify areas that could be developed etc? It was thought that the proposals at present in North Newton were development in open countryside and it would be highly unlikely for a Developer to take forward as lots of resistance.

VM felt mixed views, some parishoners wanted the area developed but that a planning application anyway gave the opportunity to comment and object.

PC replied: Budget £100 NP remaining.

SG replied: Can only apply for another grant to cover a Strategic Environmental Assessment (SEA) and this is only required if sites are allocated.

Developer Edward Bizzey (EB) [has an option on part of one of the NN sites currently shown in the draft NP] – he thought it was a shame if no NP – if sites are allocated then Wiltshire would give material consideration to the content of a NP. CIL (community infrastructure levy payments would be higher with a NP) but obviously it was the PC’s decision as to whether sites should be allocated. He had highlighted his desire to work with the PC and look at aspects such as housing density, footpaths, size of the development.

PC replied: immediate reaction is that it is too early to decide, SG decision unexpected. Queries still in the Draft NP particularly on highways issues and access arrangements to the NN sites.

Q6 What was safe? Perhaps needed a highways advisor for the next steps?

EB replied: At the planning process, the planning officer would seek highways advice on what is and what is not safe? As a potential developer he was intending to work and develop the area together (maybe not as one development) but joining up advantages of developing the whole area such as access, footpaths, design. Highways consultant could look at visibility both ways and access location to improve access visibility – there were strict guidelines that would be followed to meet Wiltshire standards. Whether the site was developed now or in 5 years' time he hoped it would be developed with the community. Another Developer commented: He warned about getting involved in detail at this early stage and hoped it was not an inextricable situation for the NP and that the PC could take forward.

PC replied: There is lots of new information (from last meeting) and lots of positive work so hoping it will be taken forward.

Motion – To reflect and pause following the decision on the SG to dissolve itself as we are no longer in a position to vote on next steps for allocation (as was the intention). To therefore propose an extraordinary meeting be arranged to discuss the NP (this was later amended by another motion to add the Standing Orders onto the agenda for the extraordinary meeting, as this meeting ran out of time to cover them). And to officially record the thanks to the SG members along the years for all their hard work and time put into the NP. Proposed Cllr MS, Seconded KB, voted unanimously (Cllr TE abstained).

5 **In the public open forum a petition was submitted by 2 local residents of Hilcott (30 signatures, dated September 9th 2019) for urgent traffic proposal for Hilcott to reduce the legal traffic speed from 40MPH to 30MPH.**

The petition was accepted by the Chairman.

There was some debate by Parishoners present and Councillors acknowledging the danger of the road and hence why 2 strip metro counters had been installed to support a community speedwatch (such that operates at North Newton and Beechingstoke/Bottlesford). The number of villagers with young families was highlighted and the danger of speeding cars and the request to highlight to all mediums possible; CATG, Paul Oatway (Wiltshire Councillor) and in the first instance via Wiltshire Council traffic survey request form.

Action: Clerk to complete form in liaison with generators of petition and submit to Wiltshire Council with the petition

6 **Planning Application – 19/08170/TPO**

No objections, unanimous resolution

Action: Clerk to inform Wiltshire Council

7 **Governance**

(i) Due to the time taken under the public participation it was resolved (proposed by Cllr KB, seconded Cllr DB), to postpone the discussion on the outstanding areas within the Standing Orders and add to the agenda of the Extraordinary Parish Meeting; Agreed unanimous decision

(ii) Following the invitation by Wiltshire Council for community governance review – it was agreed no changes required.

(iii) It was noted with sadness the resignation of Cllr Robert Chilcott and the Clerk

wanted to particularly highlight the significant time and great support he had provided with her for the AGAR process. 2 members of the public expressed interest in joining the Parish Council (1 returning Councillor that had stood down for work/personal reasons now improved and another fairly new resident to Hilcott Village). It was suggested by the Clerk to try using the Pewsey Facebook page (seeking permission) to advertise for the one remaining councillor vacancy to try and reach a wider audience. **It was proposed by Cllr MS and seconded by Cllr TE to invite the 2 candidates for co- option for the 2 previously advertised casual vacancies at the next full meeting; Agreed unanimous decision**
Action: Clerk to contact Pewsey Facebook to seek permission to advertise remaining Councillor vacancy.

(iv) Information Commissions Office data protection registration; **Motion proposed by Cllr TE, Seconded Cllr KB that not necessary to register following latest NALC advice but noted that we do need a Councillor designated data officer; at present the Clerk to handle any enquiries; Agreed (3 votes).**
Action: To bring forward when addressing GDPR updates, to get a Councillor nominated Data Protection Officer.

8 Correspondence

(i) Park Way, North Newton resident email concerning issues with BT & Sewerage – it was noted that Wessex water worked on the lower stream some time ago to cope with a greater volume of effluent. BT – to be followed up following new councillor joining in November. **Action; Clerk to reply to email explaining actions agreed.**

(ii) Bottlesford resident email concerning traffic speeding between the Seven Stars pub and the railway bridge – it was noted that the paperwork needs to be completed to send to Wiltshire Council and lobby via Wiltshire Councillor Paul Oatway and via CATG. **Action; Clerk to speak to resident to action form.**

(iii) Cllr KB reported firstly her thanks to Carolyn Whistler for helping her with information, she has been in touch with Wiltshire footpaths officer (Stephen Leonard) who reports that as the fence erected does not prevent the bridleway use (horses can get through) the obstruction is not a priority but will follow up in due course. **Action: Review again in a few months.**

9 Parish Finances

(i) Higher Interest Account – **Motion to move investment funds into a better higher interest account raised by Cllr MS, seconded by Cllr KB; agreed unanimously. Action Cllr MS to undertake change for investment funds, Clerk to obtain forms from Bank to change bank signatures to take off Cllr RC and add Cllrs MS & TE.**

(ii) Clerk distributed the bank reconciliation up to August 2019 (showing outstanding cheques yet to be banked). **Action: Clerk to add date of cheques onto sheet, Cllr MS to follow up any outstanding cheques to be cashed as advised by Clerk.**

(iii) Next year's budget – agreed that we need to start reviewing this, finance group to start process ready for November meeting. **Action: Finance group (Cllr MS & Clerk) to meet to start to compile draft budget for 20/21 ready for 04/11/19 meeting).**

(iv) Cheques signed; Place Studio £299.04 Cheque number 582 dated 09/09/2019

(v) AGAR – Agreed figures distributed by Clerk together with the “except matters” that the external auditor had highlighted which will appear on after

review by their engagement team.

(vi) St John Ambulance request for donation. **Motion to pay £75 out of donations budget to St John Ambulance (local branch Devizes) proposed Cllr KB, seconded Cllr TE; agreed unanimously. Motion to engage with Parishioners to ask via the messenger for suggestions for small donations by PC for charities, local worthy causes, proposed Cllr DB, seconded Cllr KB agreed unanimously. Action: Clerk & Cllr DB to action in messenger and website.**

10 **Projects and Activities**

(i) Section 106 agreement; understood Wiltshire Cllr PO consulting with legal dept. on next steps. To discuss at next meeting.

(ii) North Newnton footpath – Cllr MS will pass paperwork from RS to Mac Mclean, progress to be reviewed with CATG meeting and for next Parish Meeting.

(iii) Bench update – costs around £400, plus concrete for footings, next steps Cllr KB to discuss with Housing Association and residents for siting of the bench.

Action: Cllr KB to speak with residents and housing association on location for the bench and details for siting.

(iv) Speedwatch update – postpone to next meeting in the hope one of the new Councillors may be interested in taking further.

(v) Parish Steward visit – now 10/09/19. Following the request in the Messenger we have received several requests highlighting work priorities for the Parish Steward. David Benson is meeting him on the 10th and work has already been carried out with Tim Gent on clearing vegetation near the Woodbridge roundabout, more work needed will require permission of landowner, more information is being obtained from footpaths officer regarding the wobbly footpath sign and new bulbs have been fitted in the tourist box in Bottlesford. More work will be carried out by the Parish steward. **Action: To advertise again in the Messenger and website so our Parishioners can identify any problems with gullies, drains, and overgrowth on verges.**

(vii) Cllr KB had followed up regarding collecting the litter from our new bus shelter bin – have finally agreed they will collect this. The proposal for a new bin in North Newnton (bus stop) Cllr MS to follow up. **Action: Litter bin - Cllr KB to pass forms to Cllr MS.**

(viii) Village hall – written report highlights £11,000 obtained and a grant for £2,500 applied for (should know by 21/09/19). Small shortfall but hoping to start work in October. A big thank you to parishioners for their donations. Lots of ideas for the village hall following the new floor for refurbishment, electrical survey needed and WIFI wanted, hoping that the Parish Council will also help out for future works.

11 **Area Meetings**

(i) Pewsey Area Board 02/09/19 – Cllr TE attended; noted Wiltshire Cllr PO active, lots of grants given out (we have obtained £4000 in past for village hall) and new App highlighted what3words to help you being located in rural areas. **Cllr TE to attend next 31/10/19.**

(ii) PCAP – PC attended with Carolyn Whistler – green verges discussed, which we are adopting Cllr KB agreed to take this on. Next meeting **Cllr MC to attend 17/10/19.**

(iii) CATG next meeting **16/10/19 Mac Mclean will attend.**

12 **Future Agenda Items**

Extraordinary Meeting – NP & Standing Orders

4th Nov – co-option of Councillors, draft budget 20/21, donations requests review, project updates.

The meeting closed at 9.15 pm

Future Parish Council Meetings 2019

Monday 14th October 7.30pm Extraordinary Meeting

Monday 4th November 7.30pm

Monday 6th January 2020 7.30pm

Gillian Tatum Clerk to NNPC

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