

## MINAL PARISH COUNCIL

### Minutes of the Parish Council Meeting Held on 10 July 2023 At 6.30pm in the Village Hall

Draft for approval on 11 September 2023

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| <p><b>1. Present:</b><br/>Anna Whitehead, Chair<br/>Guy Gagen<br/>Brian Devonshire, Vice Deputy Chair<br/>Adam Kebble</p> | <p><b>Apologies Accepted from:</b><br/>Rob Bailey, Lesley Rowe, Lucy Kirkpatrick</p> <p><b>In Attendance</b><br/>Sue Hine, Clerk/RFO, Caroline Thomas, CC</p> |
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**Declarations of Interest for Matters being discussed:** None.

- 2. Minutes of the meeting held on 3 May 2023**  
The Minutes were approved and signed.
- 3. Matters Arising** – These had been circulated and an updated Action sheet accompanies these minutes. The main actions have been transferred to Agenda items.
- 4. Questions from Members of the Public:** John Bevan has reported that the speed indicator at the Stitchcombe end of the village is not working. The PC has budgeted for new batteries and the Clerk will call the engineer. County Councillor Caroline Thomas said the Wiltshire Council would like data from SID's and will take action against speeding vehicles. The SID was installed 7 years ago and does not have this facility. The clerk will investigate whether there is a possible upgrade. **Action: Clerk**
- 5. Planning Applications**
- PL/2022/09014 Appeal Planning inspectorate Eco House Werg Gardens** Clerk has sent submission to the Planning Inspectorate.
- PL/2023/02838 Stitchcombe Mill, Stitchcombe** withdrawn by applicant.
- PL/2023/04962 Pennings, High Street, - Single-storey side extension including orangery-style roof lantern; extension of existing terrace including pergola; replacement fenestration; rooflights to outbuilding.** Councillors have no objection.
- PL/2023/04938 Iona, Church Lane SN8 2LU - Loft conversion with Velux roof lights, garage conversion, external cladding, new PVU windows, carport and associated landscaping.** Councillors have some concerns regarding the black cladding – visual impact and impact on local character. Also over development of plot and reduction of green space/removal of hedges. Neighbours to be consulted and clerk and Chair to write a submission.
- PL/2023/04578 - Land North East of Poulton House, Poulton Hill, Marlborough, SN8 2LN - Part change of use of existing agricultural barn to include farm office and agriculture storage together with related vehicle storage plus side extension for RV Vehicle**  
Councillors have no objection.
- PL/2021/04663 - Poulton Mill Equine Clinic. EA happy with new bridge design** Clerk advised that the decision date is now November 2023 and County Councillor Caroline Thomas said that while none of the statutory consultees had objected there were various conditions to be fulfilled and the applicant is working through those.

## 6. Emergency Plan

Subject to a few amendments the Emergency Plan was approved by Councillors. There are some difficulties with the Minal mobile phone that was purchased during the pandemic so it was agreed that the main emergency number would be Councillor Guy Gagen's. The Clerk has obtained agreement from all the volunteers that their contact details can be shared for the purposes of the Emergency Plan only. When the plan is published contact details of the volunteers will not be published. Chair AW asked the Clerk to set up a new page on the website part 1 to have details of the emergency plan and key contact details and part 2 for the local police contacts and the quarterly newsletters. The Clerk will also write an article for Minal News and an Annual checklist for all actions for the emergency plan. Wiltshire and Swindon preparedness are offering a one-day resilience event which has spaces for every parish. **Action: Clerk, AW, GG**

## 7. Local Police Webinar

AW attended a webinar by the community police team. Wiltshire Police are currently in Special Measures and are engaging with their community area to find out priorities. Much of the feedback from rural parishes was asking for greater visibility. There is a central email for reporting issues which is monitored daily and local police contacts. The community team's current priorities are traffic surveillance and drugs. A quarterly newsletter will be produced and the Clerk will put this on the newly uploaded website page. **Action: Clerk**

## 8. Church Overflow Car park

Since the removal of the Gale ponies this area has become overgrown. The overflow carpark was recently used for the Coronation Picnic and is also used for large church events such as weddings. Our grass cutting contractor is concerned that letting it grow long and then cutting for an event such as a wedding results in a lot of work and cost. It has to be strimmed and then cut shorter – sometimes twice. It is quite labour intensive and this has to be fitted into a crowded summer schedule. His recommendation was to keep it under control by adding to the regular schedule. Sarah Musgrave has confirmed that there are no summer weddings this year. The clerk has already approached Sarah Seaman to see if any of the owners of ponies require extra grazing but has not received a reply. There was much discussion from Councillors. Ideas included passing this cost onto couples booking weddings at the church and finding someone who would like to use the grazing. **Action: Clerk to offer grazing on the Marlborough Notice board.**

## 9. LHFI Local Highways and Footpath Improvement Group

LK reported that there is a meeting of this Group later this week.

## 10. Financial Reports and submission of AGAR

The Clerk reported that the AGAR return had been submitted and that she had received a confirmation that it is being processed. AW queried payments to Idverde and the clerk advised that their billing could be adhoc. Recently Idverde said the PC owed them a further payment. The clerk tracked the payments and they agreed their system was incorrect. The financial Statement and Expenditure annual accounts were approved by Councillors and GG signed the statement and verified the balances.

## 11. Wild Flower Area Village Hall and Tree to be planted

A public meeting about the village hall wildflower garden was advertised in Minal News with 3 people attending. Councillors decided not to discuss further as Rob Bailey was not present at the meeting. There was considerable discussion about the offer of a tree from a parishioner. The problem being the lack of PC land on which to plant. GG suggested that in future person's wishing to donate trees could consider land at the top of Thicketts Road owned by

Ramsbury estates and the playing field, where some shade would be a good idea, although it was acknowledged that the Gale Trust did not communicate well. The playpark was settled as a suitable place possibly the bottom left corner where the grass bins used to be. The Clerk stressed that it should not be planted too close to the cableway surface to avoid roots growing into it. AW suggested that it should be a small tree possibly apple or crab apple. There are some logs and wood which AK and GG will clear to use. The Parish Steward has cut the area around the speed indicators and AW asked that the bank and path leading into Marlborough was cut. The Clerk thought this was an automatic job by WCC but CC advised that it was best to request this now as WCC are only cutting verges for safety reasons.

**Action: GG, AK, Clerk, AW, BD**

## **12. Footpaths/Rights of Way**

The Clerk has overpaid Rob Copp accidentally and he will reduce his next bill. The Clerk has asked him to cut the top of Mild 16 by Combe Farm leading into Savernake Forest.

## **13. Any Other Business**

**13.1** The Clerk has been asked for details of our defibrillator for a new database for emergency responders. Some concern was expressed as the details are already on a database for emergency services. **Action: Clerk**

**13.2** Ak suggested a PC Whatsapp group for Councillors. AW agreed provided the group is used for important messages and sharing photographs such as the recent renovation of the Waypost carried out by AK.

**13.3** BD reported that he had attended the Area Board meeting where there was a talk by the Police Commissioner and Police and Crime Commissioner. Wiltshire Police are recruiting and focussing on County Lines drug chains and increased traffic surveillance.

**13.4** Caroline Thomas reported that the draft Local Plan going to 2038 will go for Cabinet approval this week and shortly be out for consultation. It is noted that WC have included several contentious possible sites in Wiltshire towns.

## **14. Dates of Next Meetings**

Meeting closed at 8.30pm **Next meeting Monday 11 September 2023**