

WEST ASHTON PARISH COUNCIL	
<p>Minutes of the meeting of West Ashton Parish Council Held on Wednesday 17th July 2013, at West Ashton Village Hall.</p>	
1) Open the meeting	The meeting commenced at 7.13pm.
2) In attendance and apologies	<p>Cllr Richard Covington (Chair), Cllr Peter Westlake (Vice-Chair) (left at 10.16pm), Cllr Ian Robertson, Cllr Mrs Margaret Workman, Cllr David Richards, PC Mark Hough - Community Beat Manager Trowbridge Rural Neighbourhood Policing Team, Mr Nigel Inseal (left at 7.56pm) – Trainer from EFA Training, and Carol Hackett – Clerk.</p> <p><u>Apologies</u> Wiltshire Cllr Horace Prickett.</p>
3) Demonstration from representative from EFA Training	<p>The Chairman welcomed Nigel to the meeting and invited him to address Councillors. Nigel introduced himself and briefed Councillors on the two options available for the Parish to support a defibrillator in the Village – ‘First Responders’ or a ‘Community Public Access Defibrillator’. As confirmed by the Clerk, who had spoken directly to the South West Ambulance Service, due to the close proximity of the Village to both Trowbridge and Westbury, it was considered that there was no justification for starting up a First Responders scheme in the Village. The only remaining option therefore was to consider purchasing a defibrillator that could be made accessible to the public. With this in mind Nigel introduced his recommendation for the type and model of defibrillator that he considered would best suit the needs of the Parish. He then demonstrated the use of this model, and answered questions posed by Councillors. Following a full discussion the following actions were agreed – ACTIONS – Clerk to make enquiries regarding any insurance implications and write to Persimmon enquiring about possible donation towards purchase cost / Cllr Mrs Workman to liaise with magazine editors regarding inclusion of article in next edition / Chairman to discuss proposal with Village Hall Committee.</p>
4) To receive the ‘Declaration of Acceptance of Office’ from newly elected Parish Council members	The Clerk confirmed that as agreed at the last Parish Council meeting, the remaining two elected members who had been absent from the Annual meeting of the Parish Council in May had signed their ‘declaration of Acceptance of Office’ forms in her presence, just before the meeting had started.
5) To receive the Chairman’s ‘Declaration of Acceptance of Office’	The Clerk confirmed that Cllr Covington had signed his declaration just before the start of the meeting (Cllr Covington had been absent from the Annual meeting of the Parish Council in May where he had been re-elected as Chairman, and approval given to defer signing of the Declaration until the July meeting).
6) To receive the Vice-Chairman’s	The Clerk confirmed that Cllr Westlake had signed his declaration just before the start of the meeting (Cllr Westlake had been absent from the Annual meeting of the Parish Council in May where he had been re-elected as Vice-Chairman, and approval given to

‘Declaration of Acceptance of Office	defer signing of the Declaration until the July meeting).
7) Declarations of interest	None.
8) Minutes of the Annual Parish Council Meeting	The minutes of the Annual Parish Council meeting held on 15th May 2013, having been previously circulated, were unanimously approved and signed as a correct record. Proposed Cllr Mrs Workman seconded Cllr Richards.
9) Police report	PC Hough provided a report detailing the reported incidents in the Parish since the last meeting. The full written report was forwarded to all Councillors after the meeting. He noted that discussions were underway to improve the cycle track infrastructure in the area, and hoped that Parish Councils would be able to contribute to the discussions. He then answered questions posed by Councillors.
10) Councillor Vacancies	The Clerk read out the one application that had been received following the advertising of the two Councillor vacancies that had arisen following the recent elections. Following a brief discussion it was unanimously agreed to invite the applicant to attend the next Parish Council meeting to introduce himself in person and have the opportunity to meet the other Councillors – ACTIONS – Clerk to notify applicant accordingly.
11) Recreation Area	The Clerk confirmed that she had submitted the application for the ‘non material amendments’ to the Planning Department, to seek approval for the proposed improvements to the Recreation Area, as agreed at the Parish Council meeting in April, but as yet no response had been received. Councillors discussed the suggestion that children from the School could become involved with planting flowers etc. on the site, and the offer from the Woodland Trust for ‘free trees for communities’, and the following actions were agreed – ACTIONS – Clerk to forward the web-site link detailing the Woodland Trust offer to Councillors, for them to review further and forward her their comments / Clerk to respond to the School welcoming their future involvement with planting on the site.
12) Parish Magazine	The Clerk referred to the draft amended ‘guidelines for operation of the Parish Magazine’ document circulated to Councillors with their agenda papers. Following a full discussion several other amendments were agreed, before the final draft was unanimously approved – Proposed Cllr Richards seconded Cllr Mrs Workman.
13) Risk assessment review	The Clerk referred to the two documents circulated to Councillors with their agenda papers - Following a full discussion the ‘ Financial Risk Assessment ’ was unanimously approved un-amended – Proposed Cllr Covington seconded Cllr Robertson. The Clerk noted that amendments were proposed to the ‘ Risk assessment for operation of the Parish Magazine ’ following the change in how the printing costs were now being covered – Following a full discussion the amended draft document was unanimously approved un-amended – Proposed Cllr Westlake seconded Cllr Mrs Workman.

14) Trustees for the 'Longs Trust'	The Chairman reported that the gentleman that he had approached had kindly offered to fill the vacant position which had arisen following the resignation of the previous male trustee of the Trust. Following a brief discussion Councillors unanimously approved this appointment – Proposed Cllr Covington seconded Cllr Mrs Workman – ACTIONS – Clerk to formally write to the new Trustee, copying the Trust Secretary and other Trustee. The Statement of Accounts for the year ending 6/1/13 were reviewed and noted.												
15) Shrub bed opposite Village Hall	The Clerk referred to the proposal received from Wiltshire Council to remove the existing shrubs and planting from the verge opposite the Village Hall and replace it with grass. Following a brief discussion Councillors unanimously approved the proposal – Proposed Cllr Richards seconded Cllr Westlake – ACTIONS – Clerk to notify Wiltshire Council accordingly.												
16) New grit bin	Following a full discussion Councillors unanimously agreed to request that the new grit bin be located at the junction of Bratton Road and East Town Road - Proposed Cllr Richards seconded Cllr Westlake – ACTIONS – Clerk to notify Area Board Manager accordingly.												
17) Footpath 6 (part) Kettle Lane	The Clerk reported that confirmation had now been received from the Rights of Way Officer that her investigations of the historical evidence regarding the proposed diversion of part of the footpath had now been completed, and that she was hopeful that she would shortly be in a position to write the decision report. Cllr Mrs Workman reported that her husband and herself had been continuing with a review of the Village Footpaths, and noted that a section of footpath 11 that formed part of the 'White Horse Trail' was completely inaccessible. Paul Workman would shortly be providing a report on their findings, a copy of which would be sent to the Rights of Way Warden at Wiltshire Council.												
18) Finance	<p>18.1 The financial statement was noted.</p> <p>18.2 The following payments were approved and cheques signed</p> <table data-bbox="347 1440 1414 1507"> <tr> <td>18.2.1 Chq 431 G Aland</td> <td>Grass cutting Recreation Area</td> <td>£240.00</td> </tr> <tr> <td>18.2.2 Chq 432 Information Commissioner</td> <td>Annual Fee</td> <td>£ 35.00</td> </tr> </table> <p>Proposed Cllr Covington seconded Cllr Robertson, and unanimously approved.</p> <p>18.3 The following payments made in between meetings were approved (payments authorised by Parish Council Chairman as per Parish Council Standing Orders paragraph 33.2).</p> <table data-bbox="347 1731 1414 1798"> <tr> <td>18.3.1 Chq 429 M Stainer</td> <td>Reimburse cost of printing Parish Magazine</td> <td>£315.00</td> </tr> <tr> <td>18.3.2 Chq 430 Wiltshire Council</td> <td>Fee for non-material amendment to Recreation Area Planning permission</td> <td>£ 97.50</td> </tr> </table> <p>Proposed Cllr Mrs Workman seconded Cllr Westlake, and unanimously approved.</p> <p>18.4 New sign for the School - To consider Parish Council sponsorship – The Chairman reported that a request had been received from the Governors of the School for the Parish Council to sponsor the purchase of a new sign for the School at a cost of £220. Following a brief discussion, during which it was suggested that the Village Hall and Parish Church</p>	18.2.1 Chq 431 G Aland	Grass cutting Recreation Area	£240.00	18.2.2 Chq 432 Information Commissioner	Annual Fee	£ 35.00	18.3.1 Chq 429 M Stainer	Reimburse cost of printing Parish Magazine	£315.00	18.3.2 Chq 430 Wiltshire Council	Fee for non-material amendment to Recreation Area Planning permission	£ 97.50
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	<p>may also wish to contribute to the cost, it was decided that before a decision was made more information needed to be obtained as to exactly what the quote for £220 covered, and whether more than one quote was obtained – ACTIONS – Clerk to contact the school for more information / Chairman to liaise with the Village Hall Committee and the Parish Church regarding a possible contribution.</p>
<p>19) Planning</p>	<p>19.1 The following planning application received was noted 19.1.1 W/13/01062/FUL 129 Yarnbrook Road, West Ashton. Demolition of 129 Yarnbrook Road and erection of replacement detached dwelling. Extension to 127 Yarnbrook Road - The Parish Council have no objections to the application - they would just like to include a comment that - there are streams (Biss) running close to the properties, and request that any work should ensure that they are kept clear and maintained.</p>
<p>20) Village Hall</p>	<p>The Chairman reported that the Village Hall Committee were keen to introduce some different types of events in the Hall, and had obtained a TV licence and a projector and were considering showing films as well as live events.</p>
<p>21) Dispensation Requests</p>	<p>The Clerk detailed all the previous Dispensation Requests that had been approved prior to the recent elections. Following a brief discussion it was unanimously agreed to re-approve all the requests that related to Councillors who re-stood for election in May at the next Parish Council meeting un-amended – Proposed Cllr Westlake seconded Cllr Covington – ACTIONS – Clerk to annotate existing Dispensation Requests accordingly in preparation for signature and formal approval at the next meeting.</p>
<p>22) Parish Matters</p>	<p>Cllr Mrs Workman reported that some concerns had been raised by parents at the school regarding the safety of the boundary wall adjacent to number 19 Bratton Road – ACTIONS – Clerk to contact Wiltshire Council for advice. Cllr Richards asked whether questions could be asked of the housing association responsible for the social housing in Shepherds Drove regarding allocation of tenants – ACTIONS – Clerk to contact Jephson Housing. The Chairman referred to the proposal regarding Keevil Airfield which had been circulated to Councillors, and noted that the road improvements suggested for Stoney Gutter were unlikely to go forward for approval.</p>
<p>23) Date of next meeting</p>	<p>The next scheduled meeting was due to take place on the 18th of September; however three Councillors noted that they would be unable to attend on this date, which was insufficient for a quorum – ACTIONS – Clerk to liaise with the Village Hall Bookings Secretary and Councillors to agree an alternative date.</p>
<p>24) Closure of meeting</p>	<p>Meeting closed at 10.26pm.</p>

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