

WEST ASHTON PARISH COUNCIL	
Minutes of the meeting of West Ashton Parish Council Held on Wednesday 6 th July 2011, at West Ashton Village Hall.	
1) Open the meeting	The meeting commenced at 7.15pm.
2) Election of Chairman	(Role became vacant following the resignation of the elected Chairman Cllr Peter Westlake, from the role of Chairman at the Planning meeting held on the 1 st of June, and the subsequent agreement from the Vice-Chairman to take-on the role until the Annual Meeting of the Parish Council in 2012). There being no other nominations Cllr Richard Covington was unanimously elected as Chairman for the ensuing year – proposed Cllr Robertson seconded Cllr Workman. The Chairman declared his Acceptance of Office and the Clerk witnessed his signature at the end of the meeting.
3) Election of Vice-Chairman	(Role became vacant following election of the current Vice-Chairman to the role of Chairman). There being no other nominations Cllr Peter Westlake was unanimously elected as Vice-Chairman for the ensuing year – proposed Cllr Robertson seconded Cllr Workman. The Vice-Chairman declared his Acceptance of Office and the Clerk witnessed his signature at the end of the meeting.
4) In attendance and apologies	Cllr Richard Covington (Chair), Cllr Peter Westlake (Vice-Chair), Cllr Ron Pybus, Cllr Ian Robertson, Cllr Mrs Margaret Workman, Cllr David Richards, Wiltshire Cllr Francis Morland (left after item 16.2), Mrs Jo Watkins (local resident and school Governor), Mr Jonathan Barber (Head teacher West Ashton School), Mr Liam Tatton-Bennett (Community Transport Manager Community First), and Carol Hackett – Clerk. Apologies – Cllr Geoff Watkins.
5) Declarations of interest	None.
6) Councillor vacancy	The Chairman welcomed Mr David Richards to the meeting and invited him to introduce himself to Councillors. Following the introduction Mr Richards was asked to leave the room whilst Councillors considered his application. Following a full discussion it was unanimously agreed to co-opt Mr David Richards onto the Parish Council – Proposed Cllr Covington seconded Cllr Pybus. Mr Richards returned to the room and signed his Declaration of Acceptance of Office, which was witnessed by the Clerk.
7) Minutes of Annual Parish Council Meeting	The minutes of the Annual Parish Council meeting held on 18th May 2011, having been previously circulated, were unanimously approved and signed as a correct record.
8) Minutes of Planning Meeting	The minutes of the Parish Council Planning meeting held on 1st June 2011 having been previously circulated, were unanimously approved and signed as a correct record.
9) Police report	No representatives from the Community Policing Team attended the meeting, and no report was provided. It was agreed that the Clerk would email the Community Beat

	<p>Manager to request a written report, and ask if a representative could attend the next Parish Council meeting in September (Following the meeting an email was received noting that PC Hough had not been at work for several weeks due to illness).</p>
<p>10) Community mini-bus</p>	<p>Jonathan Barber (Head teacher at West Ashton School) detailed the concerns of the school and local residents regarding parking in the village when parents drop off and collect children from the school, and noted that he was actively looking for ideas to help reduce the problem. One idea which had been suggested was to have a mini-bus which could possibly be used by the school to collect children from the out-lying estates, as well as for school trips, and also be available for use by the local community. Mrs Jo Watkins (local resident and school governor) reported that she had contacted the head of Walwayne Court school, who themselves had a school mini-bus, and the organiser of the 3 Village mini-bus based in Edington for their advice. Mr Liam Tatton-Bennett (Community Transport Manager Community First) provided some information on how other community buses in the area were operated, the likely costings involved, and noted that funding could be available from various sources to help with the project. He stressed that in the first instance it was important to assess how much use any proposed community mini-bus would get, and suggested that perhaps a mini-bus could be hired for a trial project period (it was possible that grant funding could be obtained for such a trial). Following a full discussion it was agreed that in order to fully consider the proposal it would be necessary to carry out further investigations – Mr Barber agreed to canvas parents to see what the likely take-up for the proposal would be, and how much parents would be prepared to pay for the service. Mrs Watkins agreed to contact local groups to see how likely any of them would be to use the mini-bus. Cllr Pybus mentioned that he had carried out a cost analysis for a school mini-bus approximately 3 years ago, and would check if he still had a copy. Matter to be considered further at the next meeting. (the 3 visitors left the meeting after this item)</p>
<p>11) Report from Wiltshire Councillor</p>	<p>Cllr Morland noted that a public exhibition was due to be held on the 13th of July at Bridge House for the Core Strategy and Waste Site allocation consultations. He confirmed that the new domestic refuse collection regime would be rolled out in the autumn, which would include an additional blue bin for cardboard and plastic bottles. He then referred to the Core Strategy consultation document, and suggested several matters that the Parish Council may want to consider when making their final response i.e. Village Policy limits, highway access issue, floodplain issue, secondary school, and making reference to the Wilts & Swindon Structure plan, Westbury Bypass inspectors report, and Strategic Transport Policy. He confirmed that as per instructions received by the Parish Council Clerk he had ‘called-in’ the two current planning applications relating to Land West of Biss Farm (W/11/01663/REM & W/11/01697/FUL).</p>
<p>12) Recreational Area, East Town Lane</p>	<p>The Clerk referred to the document circulated to Councillors prior to the meeting estimating the possible cost implications of maintaining the area, should the Parish Council decide to accept the offer from Wiltshire Council to take over the site noted at the last meeting. Following a full discussion it was unanimously agreed to write to Wiltshire Council accepting their offer to take on maintenance of the Play Area, on the clear understanding that the proposed maintenance money (currently valued at £62,511.20) be deposited in the Parish Council’s bank account. Also confirmation be obtained that ownership of the land would also be transferred to the Parish Council –</p>

	<p>Proposed Cllr Westlake seconded Cllr Robertson – Clerk to action. It was also agreed that at the earliest opportunity signage would be erected at all the entrances to the site clearly stating that ‘No Dogs’ are allowed in the Play Area.</p>															
<p>13) Parish Council meetings</p>	<p>The Chairman noted the offer received from the Village Hall Committee for the Parish Council to use the newly built meeting room to hold future Parish Council meetings. He asked Councillors to consider if the room would be big enough to also allow members of the public to attend meetings. Councillors looked around the new meeting room which was near to completion. Following a full discussion it was unanimously agreed that the Parish Council would use the new room to hold future meetings for a trial 12 month period, with the option to use the large hall if necessary, paying the current agreed rental rate during this period. After the 12 month period the situation would then be reviewed, and a new rental rate negotiated if appropriate – Cllr Pybus to notify the Village Hall Committee accordingly.</p>															
<p>14) Planning</p>	<p>14.1) The following applications were considered.</p> <p>14.1.1 W/11/01663/REM Land West Of Biss Farm, West Ashton Road, West Ashton. Approval of reserved matters for employment development comprising B1 B2 & B8 uses and associated access and landscaping pursuant to outline permission ref 05/00744/OUT – OBJECTION.</p> <p>14.1.2 W/11/01697/FUL Land West of Biss Farm, West Ashton Road, West Ashton. Application to renew planning permission 05/00744/FUL to allow time to submit reserved matters pursuant to reference 98/01149/OUT – OBJECTION.</p> <p>14.2) Planning applications being considered by Wiltshire Council Planning Committee.</p> <p>14.2.1 W/10/03031/S73 Land west of Biss Farm, West Ashton Road. West Ashton – No update since last Parish Council meeting.</p>															
<p>15) Finance</p>	<p>15.1) The financial statement was noted.</p> <p>15.2) The following payments were approved and cheques signed</p> <table border="0"> <tr> <td>15.2.1 Chq 308 Parish Council Liaison Group</td> <td>S137 grant donation</td> <td>£100.00</td> </tr> <tr> <td>15.2.2 Chq 309 Information Commissioner</td> <td>Annual fee</td> <td>£ 35.00</td> </tr> <tr> <td>15.2.3 Chq 310 Peter Westlake</td> <td>Re-imburse cost of paper</td> <td>£ 7.00</td> </tr> <tr> <td>15.2.4 Chq 311 Community First</td> <td>Annual membership fee</td> <td>£ 36.00</td> </tr> <tr> <td>15.2.5 Chq 312 Richard Covington</td> <td>Re-imburse travel Exps</td> <td>£ 14.42</td> </tr> </table> <p>Cllr Pybus questioned what the benefits were to the Parish Council as members of Community First. The Clerk outlined the benefits offered to members which included reduced rates for training events. It was agreed to consider future membership of the organisation when planning next year’s budget/precept requirements.</p> <p>15.3) To consider proposal for Parish Council to purchase a lap-top projector – The Chairman noted that more and more documents were being sent to the Parish Council electronically, and he asked Councillors to consider if there would be any merit or benefit in the Parish Council purchasing a lap-top projector to be able to view and consider such</p>	15.2.1 Chq 308 Parish Council Liaison Group	S137 grant donation	£100.00	15.2.2 Chq 309 Information Commissioner	Annual fee	£ 35.00	15.2.3 Chq 310 Peter Westlake	Re-imburse cost of paper	£ 7.00	15.2.4 Chq 311 Community First	Annual membership fee	£ 36.00	15.2.5 Chq 312 Richard Covington	Re-imburse travel Exps	£ 14.42
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<p>16) Correspondence</p>	<p>documents at the Parish Council meetings. Following a full discussion it was agreed that Cllr Pybus would bring his own projector to the next meeting to demonstrate to Councillors, and the Chairman would investigate the costs for different projectors.</p> <p>16.1) Wiltshire Council - Wiltshire & Swindon proposed submission draft waste site allocations DPD, comments by 8/8/11 – It was agreed that a special meeting would be held on 28th July 2011 to consider the Parish Council’s formal response.</p> <p>16.2) Email from Wiltshire Council – Notice of the consultation for the emerging Wiltshire Core Strategy Development Plan Document, comments by 8/8/11. Full document can be found at http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/wiltshirecorestrategy/wcsconsult2011.htm Consultation exhibition Wednesday 13th July, Bridge House, Trowbridge – It was agreed that a special meeting would be held on 28th July 2011 to consider the Parish Council’s formal response.</p> <p>16.3) Village Hall Committee – Offer for Parish Council to appoint a representative to sit as a trustee of the Village Hall on the Committee – Following a full discussion no other Councillor put their name forward to sit on the Committee. Cllr Pybus therefore agreed to continue in the role, noting that on occasions there was a conflict of interest between his role of Secretary for the Village Hall Committee, and Parish Councillor.</p> <p>16.4) Senior Rights of Way Warden Wiltshire Council – Response to Parish Council letter regarding possible diversion of the footpath at the end of Kettle Lane – The Officer had responded to the Parish Council letter acknowledging that the line of the footpath appeared to have been moved, and confirming that he would contact the owner. A subsequent email from the Officer had been received inviting representatives from the Parish Council to meet with the owners and himself on-site to work out a solution which would meet everyone’s needs. Following a full discussion Councillors resolved to question with the Officer as to why a meeting was necessary, and why the Council were not able to just issue an enforcement notice requiring the owners of Kettle Farm Cottage to re-instate the footpath – Clerk to action.</p> <p>16.5) Wiltshire Council – Notice of temporary closure of West Ashton Road (part), Broadcloth Lane east and Green Lane (part) to enable developer to install new sewerage drainage and access chambers. Works to commence 18/7/11, anticipated duration 26 weeks – Noted at meeting.</p> <p>16.6) Wiltshire Council – Details of next Trowbridge Area Board meeting to be held on 7/7/11 – Councillors to attend if available.</p>
<p>17) Police liaison Meetings</p>	<p>The Chairman asked if any Councillor would be prepared to take over from him as representative for the Parish Council at the Police liaison meetings - Cllr David Richards agreed to take on the role.</p>
<p>18) Parish Matters</p>	<p>Cllr Roberson asked if the Parish Council could write a letter to the local Housing Association asking them to bear in mind that when they decide which people to house in the village they consider that there is no public transport services available in the village – Clerk to action. Cllr Workman noted that she had been approached by a local resident complaining that people had been using the bench just outside the school as a meeting place, drinking, and then throwing empty cans onto their drive. Cllr Pybus noted that he had received complaints regarding the state of the verge opposite the village hall. He confirmed that he had contacted Wiltshire Council Highways department, who had in</p>

19) Closure of meeting	<p>turn re-directed him to English Landscapes who have the contract for maintaining the site. Cllr Pybus had been assured by one of their employee's that the site would be dealt with shortly. The Chairman noted that he had recently attended a meeting in Devizes to launch 'Wiltshire Community Land Trust' (a non-profit, community based organisation run by volunteers that develops housing or other assets at permanently affordable levels for long-term community benefit) – Clerk to include information about the organisation in the next 'circulation post' envelope.</p> <p>Meeting closed at 10.02pm.</p> <p>Date of next meeting Wednesday 21st September 2011.</p>
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