

West Ashton Parish Council

Please reply to The Acting Parish Clerk, Mrs Carol Hackett, 23 Orchard Close, West Ashton, Wiltshire. BA14 6AU
Tel: 01225 760372 Email: westashtonpc@outlook.com

Minutes of meeting of the Parish Council held on **Wednesday 15th July 2020**
at 7.15pm in West Ashton Village Hall.

Present: Cllr Covington (Chairman), Cllr Prickett, Cllr Molloy, Cllr Robertson and Cllr Alford (joined meeting at 8.15pm).

In attendance: One member of the public (left meeting at 7.43pm and returned again at 7.54pm) and Carol Hackett (Acting Parish Clerk).

Public Participation: The member of public present was invited by the Chairman to speak during item 2020/16a.

	AGENDA ITEM
2020/13	Apologies for Absence and to consider the reasons given None - All councillors present.
2020/14	Declarations of Interest and Dispensations to Participate a) Cllr Covington declared an interest in item 2020/19b as one of the payments due for approval was payable to him. He therefore abstained from the voting during this item. b) None received.
2020/15	Minutes of previous meeting The minutes of the previous meeting held on 24 th June 2020 were approved and signed as a correct record (proposed Cllr Robertson, seconded Cllr Molloy).
2020/16	Follow-up actions agreed at last and meeting – a) Enquiry from local resident regarding possible purchase of Parish Council land – The Chairman suspended ‘Standing Orders’ to allow the member of public to address the Council, and participate in the discussion. ‘Standing Orders’ were reinstated and Councillors then formally considered the request received. Following a full discussion, and review of the information provided from Wiltshire Council Officers, it was proposed by Cllr Covington, seconded by Cllr Molloy, and resolved not to sell the strip of land at the end of the Recreation Area - ACTIONS – Chairman to notify the local resident accordingly. ADDITIONAL ACTIONS AGREED – Cllr Prickett to seek clarification from Wiltshire Council on use/restrictions of agricultural land, when used as extensions to gardens. Chairman to seek advice from the Fire Service regarding restricted access, caused by excess parked cars in Shepherds Drove, typically at weekends. b) Parish Website - New Government Web Content Accessibility Guidelines (WCAG 2.1) which come into effect from 23/9/20 – The Chairman referred to the quote of £120 pa for hosting, £9.99 domain transfer and £660 for data migration received, to create a new, fully compliant website. Whilst members recognised that the existing website would not comply with all the requirements of the new regulations, it did consider that it was still fit-for-purpose. With this in mind, it was considered that the cost to create a new fully compliant website, which also included the capability of a bookings option for the Village Hall, was not financially viable for the Parish Council.

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	<p>It was however recognised that it would be prudent to have more than one person who was familiar with the website operation. With this in mind, it was agreed to advertise in the magazine to see if anyone would volunteer to support the current website manager – ACTIONS – Chairman to place advert in next edition of the magazine. Acting Clerk / Chairman to review level of compliance of existing website and prepare an ‘Accessibility Statement’ for consideration at the next meeting.</p> <p>c) Land along East Town Road – The Chairman referred to the confirmation from Selwood Housing, that they had sold a portion of the grass area off East Town Road. There were no restrictions relating to parking, but it was the purchaser’s responsibility to make sure that they had the relevant planning permissions in place in respect of the intended use of the land – ACTIONS – Cllr Prickett to check with Wiltshire Council Officers regarding any restrictions or permissions that might be required by the land purchaser’s.</p> <p>d) Speed Indicator Device for use in the village – Councillors reviewed the documentation obtained, and following a full discussion, agreed to explore further the option of purchasing a device for use on Bratton Road. This option was considered to be more cost-effective than joining with the Trowbridge Town Council initiative, of sharing a device, and paying a set charge each time it was used in the village – ACTIONS – Cllrs Covington and Alford to obtain detailed quotes from suppliers, and contact Bratton and Edington Parish Councils to seek feedback as to how effective their new devices have been. Matter to be considered further at next meeting.</p> <p>e) Annual Parish Council Meeting – Meeting originally deferred due to COVID-19. It was agreed to hold the meeting in September – ACTIONS – Acting Clerk to make the necessary arrangements.</p>
2020/17	<p>Governance, Finance and Management Risk Register Councillors reviewed the draft document which had been circulated with the agenda papers. It was proposed by Cllr Molloy, seconded by Cllr Covington, and resolved to adopt the new Governance, Finance and Management Risk Register without amendment (document to replace the existing ‘Financial Risk Assessment’).</p>
2020/18	<p>Parish Councillor Reports – The following updates were noted and matters considered further as necessary:</p> <ul style="list-style-type: none"> • Highways – Cllr Covington <ul style="list-style-type: none"> ➤ Bus Shelter repair – Still waiting for Idverde to respond to several issues raised regarding the repair work. Invoice yet to be paid. ➤ Request for ‘keep clear’ road markings outside Ashton Farm – On the list to be done, but unsure as to when. • Wiltshire Council – Nothing to report. • Police – No update provided. • Parish Steward – Cllr Alford – Vegetation and detritus cleared back from first section of pavement on the A350, from crossroads down towards Yarnbrook. Gulleys have also been cleared, and salt bins re-filled as necessary. • Community Speed Watch (CSW) – Acting Clerk – Individual volunteer risk assessments returned to the Police, but only two volunteers currently able to re-commence sessions (1 further volunteer now come forward and

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	<p>completed assessment). Police have advised that they are not yet able to carry out new, or complete any training of new volunteers, but that the partly-trained volunteer in West Ashton is on the list when training recommences. West Ashton is scheduled to re-commence sessions during the roll-out on 3rd August.</p> <ul style="list-style-type: none">• Village Hall – Cllr Covington – Defibrillator service carried out at the end of January, slight problem with one of the cover screws. Invoice now received.• Neighbourhood Plan – Acting Clerk - Plan and accompanying documents submitted to Wiltshire Council for Regulation 15 and 16 stages.• Traffic calming – Cllr Covington – Request is on the list for discussion at next CATG meeting, which are currently suspended due to COVID-19.• Footpaths – Cllr Molloy and Cllr Prickett–<ul style="list-style-type: none">➢ Unauthorised detour on footpath far end Kettle Lane – Meeting being arranged with Wiltshire Council Rights of Way Warden.➢ Stile at village boundary (WASH7) needing repair - Meeting being arranged with Wiltshire Council Rights of Way Warden.➢ Fence repair on footpath opposite East Town Road – Still being followed up. In addition to this, there are a lot of dead trees along the field boundary adjacent to the road, which could fall on the overhead cables – ACTIONS – Cllr Prickett to follow-up with Wiltshire Council to determine responsibility.➢ New matter reported – Approx. 8 Elm trees on corner of crossroads, adjacent to Orchard Close, which could need attention – ACTIONS – Chairman to refer matter to Wiltshire Council Highways Engineer.
2020/19	<p>Finance</p> <ul style="list-style-type: none">a) Councillors received and approved the financial report as at 30/6/20. Cllr Alford reminded Councillors about the repairs required at the Recreation Area.b) Payments as listed in the appendix at the end of the minutes were approved (proposed Cllr Molloy, seconded Cllr Robertson – Cllr Covington took no part in the voting for this item).
2020/20	<p>Planning applications, decisions, enforcement issues and appeals</p> <ul style="list-style-type: none">a) The Parish Council considered the planning application received as listed below:<ul style="list-style-type: none">i. 20/05720/LBC & 20/04964/FUL Rood Ashton Hall, Rood Ashton Park, West Ashton. BA14 6AS. Replace polycarbonate roof over swimming pool with new permanent hipped tiled roof, remodelling of internal and extended landscape works – No Objections.
2020/21	<p>Correspondence</p> <p>The following items of correspondence were received, noted, and considered further as necessary:</p>

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	a) From Wiltshire Council – Notification that no request for election received following resignation of Cllr Helen Barrow, the vacancy can therefore be filled by co-option – Noted.
2020/22	Parish Matters - Cllr Robertson raised a number of issues, which would be followed up as appropriate.
2020/23	Date of next meeting Wednesday 16 th September – re-scheduled Annual Meeting of the Parish Council.

There being no further business the meeting was closed at 9.04pm.

Appendix.

Payments made in between meetings

Payee name	Details	Payment date	Chq No.	Amount
Evans Above	Recreation Area Grounds maintenance for June	4/7/20	706	£72.00

Payments made at Parish Council meeting

Payee name	Details	Payment date	Chq No.	Amount
R Covington	Reimburse cost of Annual website domain renewal	15/7/20	707	£8.39