

Brinkworth Parish Council

A meeting of the Brinkworth Parish Council was held in the Reading Room of the Village Hall, Brinkworth on Monday 21st May 2018 at 19.00.

Present: Chairman – A Bradley-Donald Vice Chairman – O Gibbs Wiltshire Councillor – T Sturgis
Councillor - P Clothier Councillor - M Evans Councillor – K Parfitt
Councillor - E Threlfall Councillor - S Walklate Clerk – S Ibbetson

Absent: Councillor – J Humm Councillor – S Jones Councillor – J Millard

- 001.18** The Late Councillor John Beresford – out of respect the Council observed one minute’s silence.
- 002.18** Election of Officers – this will be carried out at the next Council meeting in June.
- 003.18** Declaration of Acceptance of Office forms were not completed as this is only necessary in an election year.
- 004.18** No members of the public attended the Public question and answer session.
- 005.18** Apologies were given by Councillor’s Humm and Jones.
- 006.18** No declaration of interest on agenda items was made.
- 007.18** The minutes of the Parish Council meeting held on 9th April were approved and signed as a correct record.
- 008.18** A discussion took place, following the Glebe application not being on the May Planning Committee agenda. Councillor Sturgis confirmed that the application has been called into Committee, and confirmation has been received of this, however, it cannot proceed until the ecology mitigation report (with regards to the Newts) has been submitted.
- 009.18** Councillor Sturgis stated that further to the flooding problems at Whitehill Bridge, Ringway have cleared the drains, and they are working with Network Rail to clear up, although concern was expressed about the amount of dust at the sides of the roads.
- A discussion took place following complaints about Whites Farm Motorcross, Councillor Sturgis advised that he should be contacted directly regarding any enforcement issues, and any emails sent to enforcement should also have Councillor Sturgis copied into. Proof is needed of any non-compliance with conditions.
- Action point for Clerk** – write letter to Whites Farm to request information on which clubs are holding the Motorcross meetings, to ensure they are aware of conditions.
- 010.18** Planning application [18/003175/FUL](#) White House Farm, Swindon Road. Brinkworth. SN15 5DG. **Proposal:** extension to existing annexe to form lounge and additional bedroom. The proposal was discussed, a vote was taken and it was decided to **SUPPORT** the application.



Action point for Clerk – submit letter to Wiltshire Council planning department.

- 011.18** Update on planning application. [18/01216/FUL](#) Well Cottage, Callow Hill. Brinkworth. SN15 5EB.
Proposal: Proposed two storey extension, internal alterations and replacement garage.
Outcome: approve with conditions.
Previous minute reference 361.17
- 012.18** Update on planning application. [18/01618/FUL](#) Home Farm, 8 Wood Lane, Brinkworth. SN15 5EF. **Proposal:** Proposed two storey side extension. New vehicular access. **Outcome:** approve with conditions.
Previous minute reference 364.17
- 013.18** Update on planning application. [18/01619/FUL](#) York House, York Lane, Brinkworth. SN15 5AN. **Proposal:** Proposed single storey canopy side extension with balcony over. **Outcome:** approve with conditions.
Previous minute reference 365.17
- 014.18** Update on planning application. [18/00080/FUL](#) Bowds Farm, Bowds Lane, Lyneham. SN15 4DT. **Proposal:** Conversion of former stable building and store to form dwelling and ancillary parking/utility area; creation of new access. **Outcome:** approve with conditions.
Previous minute reference 324.17
- 015.18** Councillor Threlfall had a meeting with Matt Perrot of WCC regarding general traffic/highway issues and discussed several matters: the faded road lines/existing roundels; speed bumps and chicanes (unlikely we would be able to have these due to no street lighting); Cheeseley Hill (Grips needed and will be booked in); Additional roundel positions; the bridge at Trow Lane; Area Board (to raise speeding issues).
Previous minute reference 398.17
Action point for Councillor Threlfall – confirm actions for maintenance of existing roundels and faded lines.
- 016.18** Councillor's Threlfall and Evans gave an update on remedial work which has now been carried out in the playground and it is looking much better. Councillor Evans has checked the swings main support which is solid, however there are nuts to be tightened.
Previous minute reference 398.17
Action point for Councillor Evans – tighten swing nuts.
- 017.18** The replacement play equipment in the Recreation Ground was discussed including the equipment budget. At the moment the funds available are approximately £16,000. Money is still trying to be raised however. Councillor Threlfall is co-ordinating with the Brinkworth Sports and Heritage Society.
Previous minute reference 399.17
- 018.18** Chairman Bradley-Donald has spoken with the manufacturers of the Cemetery wall spikes, who have invoiced for 50% down payment, this will allow them to start production. When the installation takes place, an electricity supply will be needed for the welding equipment.
Previous minute reference 400.17



- 019.18** The Clerk attended training in readiness for the General Data Protection regulations and reported that the Council will need to register with the Information Commissioners Office. Hopefully (although not yet confirmed), the ICO will decide that Parish Councils will not be required to employ a Data Protection Officer.
Previous minute reference 401.17
Action point for Clerk – continue with GDPR work to ensure compliance and register with ICO.
- 020.18** Councillor Threlfall has been in contact with Victoria Verville (Link Officer from WCC Spatial Planning) regarding the Neighbourhood Plan. A steering group is required to move the plan forward and a grant available of £9000. An open Village meeting is required in order to ascertain support for the plan.
Previous minute reference 402.17
Action point for Councillor Walklate – contact Village Hall to determine availability for meeting in July and to place an invitation in The Outlook magazine.
Action point for Councillor Threlfall – co-ordinate with Link Officer.
- 021.18** Councillor Sturgis is trying to move the work forward for the Stoppers Hill highway repairs. With regards to the obstructions on the verges, Matt Perrott from WCC will send the Council the letter template for actioning
Previous minute reference 406.17
Action point for Councillor Threlfall – obtain template and forward to Clerk.
- 022.18** Three Crowns car park gritting – this will be moved to the next meeting.
- 023.18** Possible refurbishment of the traditional sign at the top of School Hill was discussed. The village of Seagry have some similar signage.
Action point for Clerk – contact Seagry Clerk for contact details of sign manufacturer/repairer.
- 024.18** For information - Network Rail are in the progress of upgrading palisade fencing at Railway Cottages further to Network electrification.
- 025.18** Further to a sign posted at the Recreation Ground car park, reminding residents that patrons only should park there, a resident has made a suggestion that an annual fee could be paid to allow parking, however, the Council decided this was not viable.
- 026.18** Vice-Chairman Gibbs stated the Recreation Ground field has been rolled (from previous damage caused by a vehicle), there are still some voids which are to be filled with compost.
- 027.18** The highways 40/50 Speed Sign outside Mill House Farm, is leaning into roadside ditch, this has already been reported to Matt Perrot for action.
- 028.18** The verges both side of road are eroded from Ivy House Cattery to the Railway Bridge. Grips are required here and Matt Perrott is aware of this.
- 029.18** Long deep cracks have formed in the centre of road between Hookers Gate Farm and Ivy House Lakes.
Action point for Councillor Threlfall – contact Matt Perrott to report.



- 030.18** The road between Braydon Methodist Chapel (Queen Street) and Wood Lane Junction, (single track road) is sinking due to heavy Lorries travelling to M J Church's Depot and tractors. This will get to a stage where something needs to be done, however, there are no powers available to stop the businesses from using the road.
- 031.18** Both the verges are badly damaged between Stoppers Hill (Washpool) and Queens Street (water logged). Councillor Threlfall has already spoken to Matt Perrot about this.
- 032.18** 2 deep Pot holes outside Callow Hill Recreation Ground field and play area. (*Vice-Chairman Gibbs*)
Action point for Councillor Threlfall – contact Matt Perrott to report.
- 033.18** Councillor Threlfall organised a Footpaths group, which was very well attended. After consulting the footpaths map, it was decided to initially start with the Bridleway 'Brin55'. The footpath group will look at issues, such as clearing, laying down hard-core, stiles, signposts and kissing gates.
Action point for Councillor Threlfall – create a group email to copy all Councillors into.
- 034.18** The regular Cemetery and Churchyard Inspection was discussed, and will take place at 6.30pm, each month in the summer before the Parish Council meetings.
- 035.18** The PEAS (Parish Emergency Assistance Scheme) 2018-2019 was discussed, and it was decided to request 20 bags of sand.
Action point for Clerk – complete and submit form.
- 036.18** Pre-approved expenses for payment.
a. Clerk monthly payment - £361.59
b. HMRC for tax due - £5.40
c. Iron works (quote already approved) - £655.80
d. WALC – GDPR training - £42.00
- 037.18** Expenses for payment were approved.
a. EDF (recreation field electricity) - £5.79
b. Water Services (recreation field water) - £16.86
c. Greenscape - £600.00
d. Information Commissioners Office - £35.00
e. Tim Cowley - £590.84
f. Community First Insurance (£697.40) – annual price for a 3 year contract renewal
- 038.18** Any other business for discussion.
a. marking the 1st World War Centenary was discussed including the options of a permanent memorial, or an addition to the existing memorial in the cemetery. The item is to be further discussed at the June meeting.

b. Chairman Bradley-Donald has arranged an introductory meeting with the Chairman of the School Governors for Brinkworth Earl Danby's.

c. A further metro count has taken place in the village and with the 85th percentile of 35.6mph, it does qualify for CSW, however, no-one has answered previous requests for CSW volunteers.



d. Several complaints were received about the grass cutting recently carried out – Vice Chairman Gibbs has spoken to Greenscape about this and the matter is in hand.

e. Further to non-attendance by the Police at the Annual Village Meeting, Councillor Threlfall now has 2 contacts from the Police who would attend in future.

f. Callow Hill footpath fenced off. A new fence has been installed that is blocking the footpath.
Action point for Councillor Threlfall – contact Matt Perrott.

The meeting concluded at 21.25 after it was agreed to extend beyond 9pm.

The next meeting is scheduled for

Monday 11th June at 7pm (Meeting prior to this at 6.30 for the Cemetery and Churchyard inspection)

These minutes signed and dated by Chairman Bradley-Donald as a true representation of the meeting.

[Signature box]

Signature

[Date box]

Date

