

# Winterbourne Stoke Parish Council

## Meeting of the Winterbourne Stoke Parish Council held at the Stonehenge Visitor's Centre, Winterbourne Stoke on Monday 26<sup>th</sup> March 2018 at 8.00 pm

In Attendance: Parish Councillors: Dr A Shuttleworth, I West  
R Watts, A Zacks-McGoldrick, Cllr T De-Jonge  
Apologies: Wiltshire Cllr D Henry  
Parishioners: Three present  
Clerk: J Carr

<b>1</b>	<b>Opening Statement by the Chairman.</b>
	The Chairman welcomed everyone to the meeting.
<b>2</b>	<b>Adjournment for Parishioners' Questions.</b>
	<p>Olivia Dutton commented that the Parishes Magazine covering the upper Till Valley Parishes had had no input from the Parish for the past two issues; she was informed that the magazine is a church publication for the benefice and not a Parish Council publication. As the Parish Council contributes financially to the magazine it will be discussed at the next Parish Council meeting in May. Cllr West was asked a number of times to desist from discussing the issue until it had been formally tabled, in accordance with Parish Council policy, so that Cllrs were able to consider their individual positions. The Clerk is to add the topic to the agenda for May 2018.</p> <p><b>Action:</b> Clerk - (03/18-01)</p>
<b>3</b>	<b>To confirm the minutes from the Parish Council meeting held on 15<sup>th</sup> January 2018.</b>
	The minutes from the previous Parish Council meeting were agreed by all present and signed by the Chairman.
<b>4</b>	<b>To report, for information only, any matters arising from the minutes.</b>
	<p>The following actions were outstanding from the previous meeting:</p> <p>a. (09/15-02) Contact has not been made with the Wiltshire Council "lighting man" (Stuart Brown); however, things may have moved on with Wiltshire Council now driving the issue. The action is now to establish where Wiltshire Council stands with respect to street lighting. Informal contact with Wiltshire Council has led to the understanding that Wiltshire Council will be leading towards measured light reductions across the county. Official notification has not been received, therefore, the Clerk will inform Wiltshire Council that Winterbourne Stoke Parish Council wishes to carry out a trial of a lights-off period between midnight and 5am. This action has been stalled for several months with no cooperation from Wiltshire Council; it was decided that the Clerk would write to Wiltshire Cllr Henry and ask if he can progress on our behalf</p> <p><b>Action:</b> Clerk - on-going</p> <p>b. (07/16-03) Cllr Dr Shuttleworth noted that many villages had "village gates" at their speed limit entry points and these both enhanced the presence of the speed limit sign and informed drivers that they were entering a possible area of conflict with other road users. The Clerk had established that Highways England (as the "owner" of the A303) would install "village gates"; however, they will not fund the installation. The Clerk would approach the Area Board</p> <p><b>Action:</b> Clerk - on-going</p>

for a grant to fund installation after it has been established whether or not planning permission is required.

c. (01/17 – 01) Cllr West commented that the use of a private contractor to maintain the area surrounding the telephone box / speed camera should be considered and all Cllrs agreed. Cllr West would contact a contractor he had cognisance of, through his previous Wiltshire Council connections, for a quote to encompass the aforementioned areas plus the play park. Following further discussion it was decided that it would be beneficial for the work to be placed out-to-tender; the Clerk would advertise the work noting the requirement for Public Liability insurance and the ability to work on the A303 verges. The Clerk informed the meeting that a contract has been placed with a local company to maintain both the play park and the A303 verges. **Action Closed**

d. (01/17 – 04) Enquiries are ongoing regarding whether or not to find a replacement bin-liner or to replace the bin. Finding a replacement liner is proving difficult, as the bin is old, so the option to source a new bin will be followed. It was decided unanimously the Clerk would buy a new bin costing up to £500; the bin must be cast iron and able to be bolted to a concrete slab. The cost is more than expected so the amount has been increased to £700; however, the required item was out-of-stock. The new bin has arrived. **Action Closed**

The new litter bin is ready for installation; Cllrs De Jonge and Watts said they would install it. Cllr West called for a risk assessment to be carried out as he was concerned the bin was made of cast-iron, insisting the original was much lighter and made of mild steel. It was explained to Cllr West that the original bin had a cast-iron outer and a mild steel inner that had corroded and could not be replaced. Consequently, as we were replacing a similar item on a like-for-like basis, it was felt that no risk assessment was needed.

**Action:** Cllrs De Jonge & Watts - (03/18-02)

e. (01/17 – 07) The Clerk will discuss the Parish's Emergency Plan with Mr Rennie. Unfortunately, the Clerk has been unsuccessful in making contact with Mr Rennie. Cllr Zacks-McGoldrick will take on this action as he is a near neighbour and inform him to contact the Clerk should he require information.

**Action:** Cllr Zacks-McGoldrick – on-going

f. (05/17 – 03) Cllr West raised the [old] topic of the St Peter's Close pedestrian gate closure issue. The January 2018 minutes wrongly stated that this has long been tolerated as the benefits have outweighed the perceived problem – wrong gate; Cllr De Jonge agreed to survey the correct gate to see if the problem was indeed a problem and the Clerk would send Cllr De Jonge the RoSPA report.

**Action:** Cllr De Jonge - on-going

g. (05/17 – 05) The defibrillator is housed in a substantial box and requires a 240v power supply. Cllr Dr Shuttleworth has had discussions with the owner of the garage and the Solstice Rest Public House is now the preferred option, subject to discussion with, and agreement by, the tenant. Cllr De Jonge will discuss finer details with the landlord and introduce the landlord's preferred installer to the Clerk.

**Action:** Cllr De Jonge – on-going

h. (05/17 – 07) Cllr West suggested that, instead of village gates being erected at the 40 mph speed signs on the A303, flashing speed signs should be considered; as Shrewton has recently installed them, the Clerk contacted Shrewton Parish council for an indication of cost. The Shrewton SIDs were obtained from Radar Speed Signs, the model is Pandora 906, at an individual

**Action:** Cllr Dr Shuttleworth – on-going

cost of £2275 + VAT; the data logger licence cost £250 + VAT per unit. Delivery was £30 + VAT. Cllrs unanimously agreed that the individual costs were greater than expected; Cllr Dr Shuttleworth stated that he would personally consider other options for funding and report back.

i. (07/17-02) The “bouncy tarmac” under the single swing has both shrunk and started to peel back. Having contacted the installation company for advice the Clerk will arrange for quotes to rectify the problem and will include replacing the surface under the double-swing equipment in the requirement. Following advice from a contractor any work will be delayed until the weather improves. Pre-meeting the Clerk had circulated three quotes for the work and these were discussed by cllrs. Cllr Watts proposed the preferred contractor (Redlynch), this was seconded by Cllr Zacks-McGoldrick and agreed unanimously by the Cllrs Dr Shuttleworth and De Jonge. Cllr West disputed the recognised three-quote process, stating that the three quotes were not comparable as two companies sub-contracted the work and the third carried out the work internally; this challenge was dismissed by both the Chairman and the Clerk who both pointed out that the quotes all resulted in the same outcome (the surfaces being replaced) and the way that was achieved is irrelevant provided it is legal. It was noted that the selected contractor was picked because, irrespective of how they ran their internal business processes, they offered value for money, had a clear understanding of both the site and the specific job and had as well as identifying what did need doing, didn’t suggest more (replacing swings) or inappropriate (bark chippings) work. Cllr West wanted both his dissent of the process and abstention from the vote noted. The preferred quote would be enacted by the Clerk. **Action Closed**

j. (11/17-01) The yellow lines have been installed at the Church Street/A303 junction; however, it has been noted that they are asymmetric which means that cars can still park opposite the entrance to The Hall making access difficult. The Clerk contacted Wiltshire Council who will investigate. Additionally, it has been noted that the quality of the lines is poor and will have to be rectified – this will be passed on to Wiltshire Council for action as well.

**Action:**  
Clerk – on going

k. (11/17-03) The A303 traffic lights have been restored; however, nothing has happened with respect to worn road markings or the condition of the fibre ducting; Cllr Dr Shuttleworth investigated via his contact with Highways England who informed him that they intend to restore the road marking at a date to be determined. Highways England are also investigating the break-up of the foundation to the road surface on the A303 bridge.

**Action:** Cllr Dr Shuttleworth - on-going

l. (01/18-01) The play park is in need of a “spring clean”. It was agreed that parishioners would be encouraged to take part but it was further agreed to defer this until the safety surface had been replaced and there was a suitable weather window. Cllr Dr Shuttleworth will put an advert on the website calling for volunteers.

**Action:** Cllr Dr Shuttleworth - on-going

m. (01/18-02) The dog mess problem has got worse – the Clerk will contact the Wiltshire Council dog warden for advice.

**Action:**  
Clerk – on going

n. (01/18-03) There has been a build-up of moss on St Peter’s Close, Meadow View and the New Street end of Church Street, this has been on both the road and pavements; the Clerk informed Wiltshire Council for the Parish Steward’s visit who informed him that the recent bad weather had diverted Parish Stewards but this will be noted for action in the future. **Action Closed**

<p><b>5</b></p>	<p><b>Planning Applications.</b></p> <p><b>18/01859/PNCOU. Prior Approval under Class Q – Proposed Change of Use of Agricultural Buildings to 2no. Dwelling Houses (Use Class C3) and for Associated Operational development. Barns at Fleming Farm, Homanton, Shrewton, SP3 4ER.</b></p> <p>Cllrs supported the application subject to access being improved especially with respect to sightlines and considering the future roadworks being considered in its vicinity.</p> <p><b>18/02370/FUL &amp; 18/02576/LBC – Replacement of external joinery items and removal of section of wall to install French doors. Treatment of damp and traditional plastering repairs. Works to convert part of adjoining garage create a utility room with new external doors. Riverside Cottage, Church Street, Winterbourne Stoke, SP3 4SW.</b></p> <p>Cllrs supported the application.</p>	
<p><b>6</b></p>	<p><b>Services including Recreation Facilities.</b></p> <p><b>Play Park.</b> See paragraph 4l.</p> <p><b>Broadband.</b> Nothing to report.</p> <p><b>Website.</b> There has been a significant increase in the number of emails from Romania. Cllr Dr Shuttleworth will contact the website provider to get them blocked.</p> <p><b>Telephone Box.</b> The refurbishment is on-going – weather permitting.</p> <p><b>Defibrillator.</b> See paragraph 4g.</p>	<p><b>Action:</b> Cllr Dr Shuttleworth - (03/18-03)</p>
<p><b>7</b></p>	<p><b>Highways &amp; Byways.</b></p> <p><b>General.</b> Nothing to report.</p> <p><b>Church Street.</b> Nothing to report.</p> <p><b>Existing A303.</b> Nothing to report.</p> <p><b>Bypass.</b> Cllr Dr Shuttleworth agreed to append the presentation given by Highways England at the preceding Annual Parish Meeting to the Parish Council website. It was agreed that all concerns would be taken forward in the Parish Council’s return.</p> <p>A Parish Council representative is required for the A303 Community Forum in May; Cllr Dr Shuttleworth agreed to email details to cllrs.</p> <p>Parishioners are reminded that they should keep a close eye on the Parish Council website for updates –</p> <p style="text-align: center;"><a href="http://www.winterbournestokepc.org.uk">www.winterbournestokepc.org.uk</a></p>	<p><b>Action:</b> Cllr Dr Shuttleworth - (03/18-04)</p> <p><b>Action:</b> Cllr Dr Shuttleworth - (03/18-05)</p>

<b>8</b>	<b>Environment including Emergency Planning.</b>	
	Nothing to report.	
<b>9</b>	<b>World Heritage Site.</b>	
	Nothing to report.	
<b>10</b>	<b>Police.</b>	
	A Neighbourhood Watch co-ordinator is still required for the village.	
<b>11</b>	<b>Finance.</b>	
	Money in Account (at close of business 24 Jan 18):	£11,300.22
	Less un-cleared cheques:      Play park bin	£719.94
<b>12</b>	<b>Reports from Councillors.</b>	
	Nothing to report.	
<b>13</b>	<b>Correspondence received since the last meeting.</b>	
	The Clerk raised the topic of the General Data Protection Regulation (GDPR) that will come in to force on 25 <sup>th</sup> May 2018. At the request of Cllr West, the Clerk will email cllrs the GDPR regulation details and the Parish Council email policy.	<b>Action:</b> Clerk - (03/18-06)
<b>14</b>	<b>Items to be discussed at the next meeting</b>	
	<ul style="list-style-type: none"> <li>• Parish Magazine</li> </ul> <p>The next Parish Council meeting will be on Monday 28<sup>th</sup> May 2018 (note this is the Whitsun BH Monday) at the Stonehenge Visitor's Centre starting at 7:00pm; it will start with the election of the Chairman and Vice-Chairman and the annual financial return will be presented for approval. The meeting closed at 9:25 pm.</p>	<b>Action:</b> All cllrs.

J H Carr  
Clerk of the Council

28<sup>th</sup> May 2018

A Shuttleworth  
Chairman of the Council

28<sup>th</sup> May 2018