

Minutes of the Parish Council Meeting, Wednesday 10TH January 2024 at 7.30pm East Knoyle Village Hall

Councillors Present - Sue Entwistle (Chair), Brian Williamson, Hugo Middleton, Ann Ambrose, Deb Bateman (left at 8.35pm), Ian Tait, Rob McCarthy, David Pickering.

Clerk - Martin Brown.

Guest – Cllr Bridget Wayman

1. **Apologies for absence** – Cllrs White and Southerden
2. **Notices of Interest** – None required
3. **Public Open Forum** – N/A
4. **Minutes of Parish Council Meeting held on Wednesday 6th December 2023** – Proposed Cllr McCarthy/Seconded Cllr Tait - Approved and Signed as a true record.
5. **Matters Arising** –
 - i. Planning Applications – Clerk was asked to investigate how PC comments are included in the minutes. This can vary, if comments are to be recorded for consistency all comments should be recorded. Alternatively a single comment directing interested parties to the Wiltshire Council Planning website can be printed within the minutes. This was suggested as a reasonable course of action and will be trialled to see if any comments are received.

Actions

1. **Cllr Wayman had been asked to find out when we might receive responses to the questions raised before and during the Highways Matters, Area Board Meeting – EKVH 29th November. Awaiting response**
2. **Clerk and Cllr Ambrose to investigate replacing map/contacts notice on Footpath Map at Wren's Shop – ongoing.**
3. **Clerk has requested more signage for FPs from Wiltshire Council – awaiting reply/chase up.**
4. **Cllr McCarthy awaiting reply from Mr Clerk (Highways) re road conditions identified.**
5. **Cllr Wayman to investigate obtaining a copy of the original by-pass report – ongoing.**
6. **Bridget Wayman's Report**
 - i. Levelling Up/Regeneration Act strengthens the position of AONBs in determining development within their boundaries, so new developments and planning applications must show a positive regard to improving the area.
 - ii. Millbrook Development – the property is now off the market for rental. Report from Enforcement team shows that the proposals for the outbuilding/annexe are not subject to planning requirements.
 - iii. Wiltshire Council is not in a 'bad' position financially – this year's council tax increase will be 4.99%
7. **Planning Applications:**
 - i. **PL/2023/05331 - East Knoyle Community Shop, Church Road, East Knoyle, SP3 6AE** - Erection of porch to the north side of the community shop building to provide permanent cover and protection to produce display units. Application previously approved by the PC.
 - ii. **PL/2023/10261 - TOUCHORNE LANE, MILTON, EAST KNOYLE, SP3 6BJ** - Notification of proposed works to trees in a conservation area. For information – Withdrawn - tree work application for the Beech and Oak on Touchorne Lane, pending further investigation by Wiltshire Council.

Note – Planning Applications and any comments submitted by East Knoyle Parish Council are available on the Wiltshire Council website – under Planning and Building Applications.

8. **Chair's Report – Cllr Entwistle**
 - i. Cllr Entwistle offered thanks to the Clerk (and an anonymous resident) for the speedy response to the trees brought down in the recent storms, and to Cllr Williamson and the Clerk for their work supporting the pre-Christmas Big Band Bash for older residents at the Nadder Centre (Note Cllr Entwistle also assisted).
 - ii. Clouds House Carol Service was very successful and enabled a good networking opportunity for Clouds staff, councillors and EK residents.
 - iii. Mrs Sue Dawson has contacted the Chair with regard to organising local 1st Aid courses/defibrillator training for residents. Mrs Dawson has already spoken with Hindon Surgery and would be happy to work with a Councillor. Cllr Williamson agreed to take on this role.

- iv. Suggestion was made that councillors consider starting PC meetings earlier at 7pm. Initial response was positive. Clerk will email councillors for a more formal response for consideration at the February PC meeting.
- v. Wren's Shop and fund raising for EK community resources (e.g. Playground). Cllr Entwistle raised some points regarding the allocation of the Shop's charitable funds and resources and proposed that EKPC (i.e. Cllr Entwistle) approach Wren's Shop Management Committee to discuss raising funds for KHG/Playground. Cllr Tait (also Chair of Wren's Shop Mgt Cttee) invited Cllr Entwistle to the next Shop meeting (1st February) as well as registering his disappointment that he had not been approached before the meeting to discuss some of the issues raised. The proposal for Cllr Entwistle to approach the Wrens Mgt Cttee was approved unanimously (Proposed Cllr Ambrose /Seconded Cllr Tait)

Actions – 1) Cllr Williamson to liaise with Mrs Dawson/Clerk to include a provisional request for volunteers in EKN. 2) Clerk to email councillors re 7pm meeting start time 3) Cllr Tait to invite Cllr Entwistle to Wrens Shop Mgt Cttee meeting.

9. Finance

- I. Clerk presented Cash Book reconciliation.
- II. Clerk confirmed that he had submitted the 2024/25 Precept request.
- III. Payments due for approval – approved

10. Common Lands –

- I. CLAROW Group - Cllr Ambrose – Currently on 'winter break'
- II. Grass Cutting – Cllr Ambrose agreed to review what is required, primarily at the Windmill. Cllr Pickering agreed to assist with this, plus hopefully getting some specialist input. This review would then be discussed with the contractor to plan cuts and maintenance for 2024.
- III. Tree Works update – Clerk informed the meeting that the contractor had given w/c 22nd January.
- IV. Knotweed – Cllr Bateman needs to assess (when we get some improvement in the weather) how last year's treatments have worked and what is planned for this year. She confirmed that we have enough chemical treatment and that sprayers were in good working condition. However requires replacement PPE eg Gloves. Funding for PPE requested – Proposed Cllr Entwistle/Seconded Cllr Middleton – approved unanimously. Cllr Bateman to purchase PPE and submit invoices.

Actions 1) Clerk to inform suppliers and organise works to be carried out, giving a good period of notice where road management is required. 2) Cllr Ambrose to review grass cutting requirements by 1st February in order to liaise with contractor. 3) Cllr Bateman to source new PPE

- 11. **Village Hall Update** – Cllr Pickering reported that he had received no update regarding his enquiry into the reported heating issues / problems. However, it was noted that the heating was working well for the PC meeting today, given the cold weather.
- 12. **Highways** – Cllr McCarthy had nothing new to report. It was noted that the Parish Steward had not appeared for his programmed day this month and this would be followed up.
Action – Cllr McCarthy to investigate.
- 13. **Post Office & Village Shop** – Cllr Tait nothing to report.
- 14. **Vacancy for Parish Councillor** – Clerk explained the current process and that he had placed the notices from Wiltshire Council on the Noticeboards. It is likely we can formally advertise for a new councillor after the notice period expires on 25th January.
Actions – 1) Clerk to include generic 'advert' for new councillors in next EKN 2) Clerk to respond with formal advert after 25th January notice expires.

15. KHG/Playground

- i. Clerk offered to look after KNG/Playground on a temporary basis in order to facilitate maintenance programme/RoSPA requirement/costings/etc.
- ii. Cllr Entwistle has recruited a team of residents willing to carry out a couple of hours of maintenance work each month.
- iii. Just Giving – Cllr McCarthy offered to investigate how to set up this facility, and how it might work at KHG with a scan code for visitors.

Actions – 1) Clerk to setup action / priority plan for works, plus costings 2) Clerk to liaise with volunteers. 3) Cllr McCarthy to present findings on Just Giving

16. **Defibrillator** – Cllr Williamson formally offered to take over the administration of the defibrillator from the Clerk. This will include deciding how to implement the revised system of making the code available.
Actions – Clerk/Cllr Williamson to meet to hand over administration
17. **Village Marquee** – The keeper of the marquee, Mr Tim Hyde, informed the PC that the repairs required were not covered under warranty. However, he and another resident can carry out repairs needed. An estimated budget of no more than £200 was approved.
Actions – Clerk to inform Mr Hyde of approved Budget
18. **Urgent Items** – None submitted
19. **Date of the next meeting – Wednesday 7th February 2024 @ 7.30pm East Knoyle Village Hall**

Meeting Closed at 8.44pm

Signed as a True Record*Sue Entwistle*.....Chair

Date.....7th February 2024.....

Martin Brown, Clerk to the Council
Oak Dell, The Green, East Knoyle, SP3 6BN
clerkeastknoylepc@gmail.com