

# Minutes of the Parish Council Meeting, Wednesday 4<sup>th</sup> October 2023 at 7.30pm East Knoyle Village Hall

**Councillors Present** - David Pickering (Acting Chair), Brian Williamson, Hugo Middleton, Ann White, Ann Ambrose, Neil Southerden, Mat Lake, Deb Bateman, Ian Tait, Sue Entwistle.

**Clerk** - Martin Brown.

**Members of the Public** – None – request from Mr R Clark to submit proposal for PC to be read in his absence.

1. **Apologies for absence** – Cllr Rob McCarthy
2. **Notices of Interest** – n/a
3. **Public Open Forum** – Mr R Clark, Secretary of the EK RBL was unable to attend but sought permission for the Clerk to read out the following proposal – The East Knoyle Branch of the RBL is happy to fully fund the purchase, by the PC, of a portable PA system at the price and spec contained in our email of earlier today. This is on the understanding that it is to be used exclusively as a village resource and will be cared for, and allocated to appropriate village organisations, by the EKPC. Cost of the system is in total £274.97. Purchase by EKPC proposed by Cllr Tait/seconded by Cllr Bateman – unanimously approved.  
**Actions – 1) Clerk to arrange collection of funds from RBL and then purchase equipment. 2) Clerk to pass on thanks to RBL for this generous gift of resource and asset for the village.**
4. **Minutes of Parish Council Meeting held on Wednesday 6<sup>th</sup> September 2023** – Signed as true records.
5. **Matters Arising** –
  - i. Letter of engagement for Parish Clerk had been circulated prior to the meeting and was approved. Thanks to Cllr Williamson for this.
  - ii. St Mary's thanked the PC for its grant for grounds maintenance.
  - iii. Wiltshire Preparedness – awaiting update from WC on next steps.
6. **Planning Applications:**
  - i. **PL/2023/07899 - The Lookout, Underhill, East Knoyle, SP3 6BP.** 1 and 2 storey rear extensions, removal of existing shed and erection of ancillary outbuilding. Unanimously approved, but with comment that protection against spilled light should be considered due to the new extension having extensive areas of potential upward lighting which would impact on the Dark Skies designation of the area.
7. **Wren Stone and Unveiling Ceremony Update** – Cllrs Middleton and Williamson reported that the Stone's foundation would soon be in place and would be slighter cheaper than the original quote due to changes requested by Mr J Maine. The use of the new EKPC PA system was requested for the Unveiling ceremony.
8. **PC Sub-Committees** – Cllr Williamson suggested that the PC would benefit from sub-committees doing some pre and post meeting work, especially where there was lack of expert knowledge in certain areas of the PC role. It was explained that there had been sub-committees in the past when the PC meet bi-monthly, and these would recommend actions for the PC. However, they also required the Clerk and other Councillors to attend numerous meetings – with a potential additional cost for the Clerk's time. There is currently a Finance Committee – which is a requirement, and others potentially being formed. It was suggested that sub-committees were formed as and when appropriate. Proposed Cllr Southerden/Seconded Cllr Tait – approved unanimously.
9. **Common Lands** –
  - I. Common land: Investigation and formalisation of PC ownership, where appropriate – Cllr Williamson recommended that the PC needs investigate all aspects of formalisation. An initial budget of £50 was approved for Land Registry requests, which would be undertaken by Cllr Williamson.
  - II. Tree Survey Report – Clerk informed that this was to happen w/c 9<sup>th</sup> October and concentrate on PC owned lands adjoining roads.
  - III. Ash tree opposite Shepherds Hill, Underhill to be felled 14/15 October.
  - IV. The cleaning of the Diamond Jubilee Stone on the Green – Cllr Ambrose agreed to undertake the cleaning of this stone.
  - V. Common Lands and ROW Group – Initial meeting of the newly reformed group to be organised in the very near future and be organised/chaired by Cllr Ambrose.

**Actions – 1) Cllr Williamson to research common lands registrations. 2) CLROW meeting organised by Cllr Ambrose**

10. **War Memorial, Lawn Area** – Cllr Middleton raised concerns over the use of this area for occasional signage advertising village events being placed on stakes in the lawn - in terms of possibly demeaning the reason for the memorial. After discussion it was suggested that sign placers be considerate in terms of placement and timings (including length of time) of the notices.  
**Actions – Clerk to contact local organisations placing notices here and request consideration of the site.**
11. **Highways** – Cllr McCarthy (absent) provided a list of this month’s tasks suggested for the Parish Steward.
12. **KHG/Playground** – Cllr Lake. Following the receipt of the annual RoSPA Playground report it was suggested that a working party was set up to prioritise areas that needed work, provide costings for any works required and see what can be done with volunteers. Cllrs Ambrose, Pickering and Williamson offered to assist, along with the Clerk.  
**Actions – 1) Cllr Lake to organise working party. 2) Prioritise work based on RoSPA recommendations 3) Supply relevant costings for submission to PC for approval**
13. **Post Office & Village Shop** – Cllr Tait reported -
- i. the revised planning application for the Shop had been submitted and acknowledged by Wiltshire Planning Dept but had not been released for public comment.
  - ii. The Shop lease, which expires in 2025, should be reviewed and discussed for presentation to the PC by a sub-committee made up of Cllr Tait, Cllr Williamson and the Clerk.
- Action – Cllr Tait to organise Shop Lease sub-committee**
14. **Bridget Wayman’s Report** (submitted by email and read by the Clerk in her absence)
- i. Speeding on the A350 – this matter was raised at the Area Board Meeting where the Police Chief Constable and the PCC were in attendance. Data was requested but none provided, and request was made for more patrols, etc. to monitor and control speeding.
  - ii. The Wiltshire Council Local Planning Consultation is available for comment now. There are various options, including meetings, etc., which can be found on the WC website. There is a consultation ‘drop-in’ meeting at Nadder Centre on 4<sup>th</sup> October.
  - iii. Cllr Wayman stated that she remains against any large wind turbines within Cranborne Chase AONB.
  - iv. Wiltshire Council is proposing a policy (Policy 92) on conserving and enhancing Dark Skies. Legislation would be required (an Article 4 Direction) to assist AONB’s in maintaining Dark Skies considerations in planning applications. Cranborne Chase AONB has to reduce light pollution from its current 12% compliance to 67% compliance in order to maintain its International Dark Sky Reserve Status. Support for this from all PCs is welcomed
15. **Correspondence Received** –
- i. Emails regarding noise objections about a local clay pigeon shoot were received from Mr A Hammond and he had requested any PC opinions on the matter. It was noted that the clay shoot had - a) been approved by WC Planning, b) Wiltshire Council inspectors had recorded excessive noise readings and were due to record again c) the Clerk had informed Mr Hammond that the PC had no powers to intervene. However, the PC has noted the correspondence and asked to be kept informed of any further developments.
- Actions – Clerk to request updates on proceedings**
16. **Finance**
- I. Cash Flow summary – presented – all reconciled to bank accounts.
  - II. Payments due for approval – Proposed by Cllr Entwistle/Seconded Cllr Tait – approved unanimously.
  - III. AGAR full audit review – Clerk explained this is now complete and that steps required for public reporting and asset reporting (including historical reporting) are now in place.
  - IV. Asset valuation – last done in 2011 potentially requires review. A valuation by a survey could involve considerable cost.
- Actions – All Councillors to consider any options for updating the Asset Valuation and report at next PC meeting.**
17. **Election of Chair** – after due process, the PC elected Cllr Sue Entwistle to be Chair of East Knoyle Parish Council, with immediate effect.  
**Actions – Clerk to place confirmation on Notice Boards**
18. **Date of the next monthly meeting – Wednesday 1<sup>st</sup> November @ 7.30pm East Knoyle Village Hall**

Meeting Closed at 9.34pm

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

Date.....4<sup>th</sup> November 2023.....

Martin Brown, Clerk to the Council  
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