

Minutes of the Parish Council Meeting, Wednesday 6th March 2024 at 7.30pm East Knoyle Village Hall

Councillors Present - Sue Entwistle (Chair), Neil Southerden, Hugo Middleton, Ann Ambrose, Ann White, Deb Bateman, Ian Tait, David Pickering, Rob McCarthy; Brian Williamson.

Clerk - Martin Brown.

Guest – Cllr Bridget Wayman

1. **Apologies for absence** – none
2. **Notices of Interest** – None required
3. **Public Open Forum** – N/A
4. **Minutes of Parish Council Meeting held on Wednesday 7 February 2024** – Proposed Cllr Southerden / Seconded Cllr Tait- Approved and Signed as a true record.
5. **Matters Arising** –
 - i. First Aid/Defibrillator Training – Cllr Williamson was awaiting reply from Hindon Surgery, which was expected soon. Once received he will include an item in the EKN and organise event.
 - ii. Himalayan Balsam clearance around The Green – Cllr Ambrose will clarify some details before organising volunteer clearing groups.
6. **Bridget Wayman's Report**
 - i. Wiltshire Council budget for 2024/25 is approved, with an increase in council tax of 4.9%.
 - ii. Highways – an additional £5 million a year has been allocated for the next years for road repairs.
 - iii. New Wiltshire Council Salt Depot at Stally Cross/Land North of Holden Farm – Roof height needs to increase by 2.5 metres from original planning application. At the same time they are proposing to provide additional trees on top of a new bund to provide better screening as well as increasing acoustic barriers to reduce noise. A new planning application is expected. A representative of WC Highways would attend a PC meeting to explain the changes if requested.
7. **Highways** – Update from Cllr McCarthy
 - i. There has been no response from the Highways Officer following his 'tour' of the roads in East Knoyle.
 - ii. A one-off gully crew is due in East Knoyle very soon. Cllr McCarthy has provided a list of work for them.
 - iii. Parish Steward is due this month after missing his one-day visits for the last 2 months.
 - iv. A350 speed limit and road noise. A highways improvement form, initiated by the Hays Park manager, has been received. There was unanimous agreement that EKPC would support the application and that we would work with Semley and Sedgehill PCs to ensure a consistent approach and support. It was noted that the application dealt directly with traffic speed, not noise. Cllr McCarthy had recently spoken to Mrs Sabrina Sully in response to correspondence received. Mrs Sully backs onto the A350 and she had emailed EKPC primarily regarding the noise. Cllr McCarthy explained that the proposed quiet road surface was down to Wiltshire Council decisions and that they were aware of residents' complaints and concerns.

Action – Clerk to liaise with Sedgehill/Semley PC to submit comments on Highways Improvement Form.
8. **Planning Applications:**
 - i. **PL/2024/00813 - Lower Leigh Farm, East Knoyle, SP3 6BZ - Addition to drawing room** – No objection, subject to conditions. Proposed Cllr White / Seconded Cllr Tait – unanimous decision
 - ii. **PL/2024/01612 - The Cottage, Church Rails, East Knoyle, SP3 6AD - Conversion of existing garage into home studio/office** - No objection, subject to conditions. Proposed Cllr Williamson / Seconded Cllr Bateman – unanimous decision

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

9. Chair's Report – Cllr Entwistle

- i. Litter Pick – a great success once again. Special thanks to Mr Kevin Stow (organiser), all the EK residents who turned up and to the staff and clients of Clouds House who also assisted.
- ii. CLAROW – Cllr Ambrose was recognised and thanked for the work she is doing organising this group and at the Windmill Site, plus arranging for a Wiltshire Council footpaths officer to visit the village later this month to provide the group with information.
- iii. KHG and Playground – thanks were recorded for the work of Mr Chris Cox and Mr Alan Entwistle in preparing some of the reports of actions required to improve the Playground area and for engaging a group of volunteers to assist.
- iv. Cllr McCarthy was thanked for providing the necessary paperwork for the up-coming gully work and general highways conditions.

Actions – Clerk to write to Mr Stow and Clouds with thanks re Litter Pick

10. Finance

- I. Clerk presented Cash Book reconciliation and confirmed balances as correct.
- II. Payments due presented for approval – Proposed Cllr McCarthy / seconded Cllr Bateman - approved unanimously.
- III. Question raised as to the allotments water bill being received by EKPC.

Action – Clerk to confirm ownership of allotments with Clouds Estate and seek to recover past payments and transfer future payments if necessary.

11. Common Lands – Cllr Ambrose

- I. CLAROW Group – next meeting 13 March, with additional meeting (councillors invited) with WC Footpath Officer on Friday 8 March in Village Hall. Cllr Ambrose will write an article for the EKN informing residents about the management plans for The Windmill area and other issues. Cllr Ambrose will also attend the Wiltshire Council LNR meeting.
- II. Tree Works – Clerk informed that the fallen trees (from Common Lands) onto a resident's land in Underhill had been successfully dealt with using a local contractor (being used by the PC for first time)
- III. Review two Quotes for Grass Cutting and Maintenance from existing contractors – a) quote for lawnmowing, hedge cutting and general maintenance of the area outside KHG and the War Memorial from Mr M J Howell for 2024 – Proposed Cllr Tait / Seconded Cllr Southerden – approved unanimously, b) quote for maintenance inside KHG, grass cutting at KHG, The Windmill and other common land areas from Mr P Buttress – Proposed Cllr Southerden / Seconded Cllr Pickering – approved unanimously (Clerk requested to confirm exact 'weeding' specs for inside KHG).

Actions - Clerk to confirm with Mr Buttress requirements for weeding in KHG.

12. Village Hall Update – Cllr Pickering reported from the recent VH Cttee Meeting as follows –

- i. New Floor for main hall is due to be installed May 2024
- ii. Work Party – a recent work party had cleaned the gutters and tidied the garden and parking areas.
- iii. Cllr Southerden suggested that a new and larger notice board is needed outside the Hall.

Actions – Cllr Pickering to suggest new notice board to Hall Committee.

13. Post Office & Village Shop – Cllr Tait reported –

- i. New porch/roof extension was currently nearing completion.
- ii. The annual stocktake would take place 23/24 March.
- iii. Rota – Thanks conveyed to Mrs N Sturrock for her work with this.
- iv. Shareholders – currently a push to get more residents to become shareholders in the Shop.

14. Vacancy for Parish Councillor – Clerk reported that two residents had applied by the deadline for applications, Friday 1st March. One had to be declined due to not meeting the required criteria as of the deadline date. Clerk was requested to ask the remaining applicant to provide a written statement ahead of the next PC meeting, when the PC will vote to accept/decline the applicant.

Action – Clerk to contact applicant for statement and distribute before April PC meeting

15. KHG/Playground –

- i. Review plans for maintenance and improvement – Clerk presented the report from Mr Chris Cox, including the maintenance quote for the zip wire safety check and maintenance work. Proposed Cllr Ambrose / Seconded Cllr McCarthy – unanimously approved.
- ii. Financing maintenance and improvements – Clerk reviewed current estimated costs and the existing responsibilities of the PC in terms of expenditure. Funding for the required improvements would need

to be sourced away from the Cash Book. A deposit account ring-fenced for KHG works had just over £1200 – which would not cover the priority improvements required.

- iii. Fund raising for maintenance and improvements – Clerk outlined that EKPC can accept donations for this specific project, but that all monies raised needed to be separately accounted for and applied to KHG improvements only. It was agreed that an appeal for donations would be launched – Knoyle House Grounds Playground Appeal. The details would be included in the March EKN

Actions 1) Clerk to contact zip wire contractor for maintenance 2) Clerk to write EKN article for March edition. 3) Clerk to formalise donation process in line with accounting requirements 4) Councillor to take on role of Appeal Organiser

16. Defibrillator –

- i. Clerk confirmed that EK is no longer subscribe g to the VETS system.
- ii. Handover of administration deferred.

Actions – Clerk/Cllr Williamson to meet to hand over administration

17. Correspondence Received –

- i. Procedures for ‘royal’ announcements – Cllr Entwistle was going to continue to liaise with St Mary’s PCC to investigate how formal royal announcements could be delivered in EK using the ‘correct’ protocols.
- ii. A350 Noise levels– Correspondence from Mrs. S Sully was responded to by Cllr McCarthy (see also item 7iv).

18. Urgent Items – none submitted

19. Date of the next meeting – Wednesday 3rd April 2024 @ 7.30pm East Knoyle Village Hall

Meeting Closed at 9.31pm

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

Date3rd April 2024.....

Martin Brown, Clerk to the Council
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