

POULSHOT PARISH COUNCIL

MINUTES OF FULL COUNCIL MEETING HELD IN THE VILLAGE HALL TUESDAY 25TH JULY 2023 AT 7.30 PM

PRESENT:

- Cllr Mike Davis (Chairman)
- Cllr Liz Bissett (Vice Chairman)
- Cllr Dan Scott (RFO)
- Cllr Claire Church
- Cllr Tim Hues
- Cllr Caroline Nichols

OFFICER: Jeannette Young (Clerk)

PUBLIC PARTICIPATION: 1 member of the public was in attendance and 2 representatives from Openreach.

A presentation was delivered by Openreach representatives on the proposed community funded fibre project. Main points of the presentation and discussion were as follows; -

- Each pledge from residents means the project gets funding from Government towards supplying fibre broadband to the villages of Poulshot, Seend, Sells Green and surrounding areas.
 - 167-170 homes need to make the pledge for the project to be viable.
 - Openreach confirmed if the target figure is met, any homes on the Green who have made a pledge, will receive fibre connection to their homes regardless of distance.
 - Openreach aim to complete project within 12 months if enough pledges are received.
 - Timescale to make a pledge is late August, early September.
 - If not enough pledges received the project will be cancelled
 - Properties with existing copper still need to pledge if they want fibre.
 - The only condition of making a pledge, is that once the project is complete, sign up for one years for provision is required.
 - Sign up can be to Openreach or any other partner provider.
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32/23/24 Apologies

Apologies were received from, Cllr Nina Jeffries

33/23/24 Declarations of Interest

Cllrs Church, Bissett, Nicols and Hues declared an interest in agenda items 10 and 11 with Cllr Hues declaring a further interest in agenda item 9. Cllr Scott declared an interest in agenda item 3 and would not be voting.

34/23/24 Change of Circumstances – Offer to Resign as Councillor

Cllrs received and considered the offer of resignation letter from Cllr Scott. Cllr Scott explained why he felt the need to offer to resign and answered questions regarding his intentions on attending meeting and continuing as the RFO. After clarification which had been provided by Wiltshire Councils Election team and a further explanation stipulated in the Local Government Act 1972 s85. It was confirmed that there was no legal need for Cllr Scott to resign. It was therefore proposed by Cllr Bissett, seconded by Cllr Church and RESOLVED to not accept the offered resignation of Cllr Scott, there then followed thanks for all his hard work to date, hope that he would continue as the RFO and best wishes for his new employment.

35/23/24 Minutes

It was proposed by Cllr Bissett, seconded by Cllr Scott UNANIMOUSLY RESOLVED to confirm the minutes of the ANNUAL Full Council meeting held on the 9th of May 2023 as a true record. These minutes were duly signed by the Chairman.

36/23/24 Chairmans Announcements

- **Wessex Water** had emailed an update advising that their detailed investigation into the flooding is still ongoing. Part of the investigation has highlighted the need to undertake an infiltration assessment within the catchment. During times of high groundwater or persistent wet weather the drainage system can become overwhelmed, both by groundwater entering small gaps in the public sewer pipework and private household connections, and also from rainwater connections from roofs and yards. As part of our assessment, we will undertake CCTV camera surveys when the groundwater table begins to rise during the Autumn/Winter period to identify points of infiltration. Where areas of infiltration are identified, a scheme will be released for a programme of sewer sealing to prevent this. As part of our investigations, we will also be undertaking an impermeable area survey to identify areas of surface water which have been connected to the foul network, incorrectly.

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- **Parish Steward**- No dates for August, the month is listed as 'off program' and Friday's as 'catchup'. It is the same for all villages. Cllr Bissett commented that she had emailed and spoken to the new Parish Steward regarding the state of Eastnell Lane and the drains/footpath in the area of Townsends. Cllr Bissett will chase the Parish Steward again over these issues and the about the footpath which is badly overgrown.
- **Idverde Contract** - A request was made for the clerk to contact Idverde over the cutting of the Village Green. It is believed they have not been cutting the Green as regular as the contract stated. Clerk to ask for dates of when they have been out to carry out the maintenance.
- **Amenity Land Fencing** – Cllr Bissett advised that after speaking with Ashford Homes the fencing will be carried out this coming week in line with the official map.
- **Parking on the Green** - Cllr Bissett also advised that Tarmac of the Higher Green Farm development will be completed on the 2nd of August. The developer confirmed that their parking in relation to the development will move from the Green to the new Tarmac area.

37/23/24 Police Report

Police Update for June and July 2023, Members RECEIVED and NOTED the policing report.

38/23/24 Update from Wiltshire Councillor Tamar Reay

Cllr Reay had sent apologies for the meeting; however she had sent in the following update which the Chair read out on her behalf.

Local Plan Review

At Full Council on Tuesday 18 July, Wiltshire Council considered the review of the Wiltshire Local Plan, as this important document approaches the final stages towards adoption.

The Plan will set out the vision and framework for housing, infrastructure and land for employment growth for the next 15 years. Once adopted, all planning applications will be determined against the Plan, making it the most important place-shaping document for Wiltshire.

It also identifies sites for both housing and employment development until 2038. Following work to assess the number of homes needed, the number of planned homes in the Plan has been significantly reduced from its last iteration. When the Plan was consulted on in 2021, it proposed 45,630 homes over 20 years to 2036, but the updated Plan that Cabinet will consider proposes 36,740 homes, of which over 21,900 homes have already been built or are committed.

The local plan update now requires 40% of all new housing on developments of 10 homes or more to be affordable. Greater flexibility has been added to rural exception sites to make it easier to provide affordable housing in villages where there is clearly identified demand, but those developments will still need to be proportionate to the

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size of a village. Poulshot is considered a small village in the Local Plan and so there is no specific new housing allocation for Poulshot.

The proposed Plan also sets out ambitious sustainability policies, as new developments will have to meet zero carbon standards, including energy generation such as solar panels. Biodiversity in Wiltshire will improve too, as the Plan policies set out a 20% net gain for all new developments, compared to the 10% legal requirement. All new developments must also have cycling and walking connections.

The detailed report is at
<https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=14748>

Also attached is a summary of rural housing numbers.

Solar Together

Wiltshire Council and Swindon Borough Council are working with iChoosr, independent experts in group-buying, to launch a second Solar Together scheme, following the success of the first in 2022.

Since the first round of the scheme launched in May 2022, over 1,500 homeowners across Wiltshire and Swindon have so far installed over 8,500 solar panels and 720 storage batteries to benefit from generating their own renewable energy.

The prospect of choosing an installer and making the change to renewable energy can be quite daunting, but Solar Together makes the switch to clean energy as hassle-free as possible. The scheme supports people every step of the way, providing clear and objective information that people can trust, so that they can make a well-informed decision and receive expert guidance throughout the process.

The initiative offers solar panels (also known as solar PV) with optional battery storage and electric vehicle (EV) charge points. It also offers battery storage installation for residents who have already invested in solar panels and are looking to maximise how much of their self-generated energy they can use at home and become less dependent on electricity from the grid.

Solar Together operates on a group-buying approach, with the core principle that coming together as a group provides enhanced buying power and allows the approved providers to offer a better price than individual homeowners might get from entering the market alone.

The scheme is now open for registrations in Wiltshire and Swindon and the deadline is 11 August 2023. People who are interested can register for free, and, following a competitive bidding process managed by Solar Together, will then be sent their recommended provider and costs, with no obligation to proceed with the installation.

To register for the scheme, residents must either own their own house or have permission from the landlord to install solar panels. Small and medium-sized enterprises (non-domestic) and Commonhold Associations meeting this requirement can also participate. <https://solartogether.co.uk/wiltshire/home>

Local Cycling & Walking Plan

People in Wiltshire are being asked for their views on cycling and walking plans in Chippenham, Devizes and Trowbridge.

The three Local Cycling and Walking Infrastructure Plans (LCWIPs) set out proposals for cycling and walking networks in each town, and highlight how these networks will

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be improved and connected to make it easier and safer to walk and cycle in the towns.

The aim of the LCWIPs is to deliver infrastructure that will enable and encourage more trips to be made on foot or by bike, and help to improve air quality, reduce traffic congestion and cut carbon emissions. They will also be used to inform the planning process where relevant, and future funding from the Department for Transport for active travel schemes will be linked to the walking and cycling schemes in each area. The council has already consulted on the draft county-wide Wiltshire LCWIPs and a Salisbury LCWIP.

In the future the council intends to develop LCWIPs for Amesbury, Bradford on Avon, Calne, Corsham, Malmesbury, Marlborough, Melksham, Royal Wootton Bassett, Tidworth, Warminster and Westbury. The consultation on these three LCWIPs ends on 31 July, and once complete, all responses will be collated and considered before the LCWIPs are finalised. To find out more, read the documents and take the online survey, people should go to: www.wiltshire.gov.uk/transport-town-cycle-networks.

All About Potholes

Potholes remain a key focus for Wiltshire Council's Highways Team - a webinar was held a few weeks ago which enabled people to find out how potholes are inspected, prioritised and filled throughout the county, as well as information on long-term maintenance schedules and resurfacing. The recording can be viewed at (24) Pothole webinar - YouTube

39/23/24 Planning Applications

39.1/23/24

Application No: PL/2023/04475
Site Location: HIGHER GREEN FARM, POULSHOT ROAD,
POULSHOT, DEVIZES, SN10 1RW
Proposal: 2 x groups of Conifer trees – fell

No objections were received in regard to the above.

39.2/23/24 Ceffyn Gwyn Stud

Members NOTED that the Business Usage Application is currently invalid due to the non-submission of details by the applicant, they advised anyone affected by the ongoing situation to request monitoring sheets via email to Poulshotparishclerk@outlook.com and once completed to send to Wiltshire Council.

40/23/24 Update on Right to Bid for Assets of Community Value

Members NOTED it had been confirmed that both the, Village Hall and Village Pub (The Raven) have now been listed as an Asset of Community Value. The information will be entered onto the local land charges register and the properties will remain on this list until 18 July 2028.

41/23/24 Townsend Farm Development

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Members received three documents of comments from residents on the proposed development at Townsend Farm and had some appreciation over the concerns regarding height of buildings.

42/23/24

Members NOTED the draft notes of the meeting of 1st **Working Groups Minutes and Recommendations**

Townsend Farm Development Working Group

June 2023 and considered the questions raised by Gaigers within the notes. Comments were also made about consideration to increased traffic and provision of footpaths.

It was proposed by Cllr Scott, seconded by Cllr Davis and UNANOMOUSLY RESOLVED to provide the following answers in bold to the questions raised; -

- a. *Do you have any queries or concerns regarding the extent of community engagement summarised within this May 2023 update?* **No there are no queries or concerns.**
- b. *Do you have any feedback on the revised May 2023 Concept Site (layout) plan?* **We refer you to the received comments from the three parishioners (held as attachments to these minutes) and will provide further comment when the formal application is made.**
- c. *Do you agree with the Scheme Benefits listed above and/or are there any other issues/considerations you would like us to consider?* **We would like that consideration is given to the scale of buildings particularly height and pavements for pedestrian access, we will again provide further comment when the formal application is made.**

43/23/24 **New Website**

Cllr Nichols gave an update on the new website, stating Cllr Bissett had spent 3 hours with her going through all the old agendas and placing them in municipal year folders. She confirmed that a lot of duplicates had been deleted and that 87 hours had been spent uploading over 600 documents. The clerk explained about legislation regarding publishing agendas and stated she would send through a list of new policies.

Cllr Nichols will send through a 24-hour link to all Members so they can view the new site before it goes live. In future both Cllrs Nichols and Church are to have administration of the new site.

44/23/24 **Parish Survey**

A verbal update was provided on the Parish Survey, with Cllr Church confirming, that life had been quite busy, but that it was in progress and should be completed in the next few weeks.

45/23/24 **Community Group Update with Requests**

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Poulshot Village Trust provided an update and Pond Management plan Members considered the requests individually and made the following decisions:

- a) It was proposed by Cllr Davis, Seconded by Cllr Bissett and UNANIMOUSLY agreed that the company mowing the Green should be asked to work with the Village Trust to keep a margin on the banks of the pond uncut, bearing in mind there may have to be a compromise on this as there were fears of it looking unkempt, permission was granted to the Village Trust to maintain these margins twice a year with vegetation being cut no lower than 15 cm, with no objection to the burning of the waste in Green Gardens on a day when the wind takes any smoke away from houses.
- b) It was proposed by Cllr Davis, seconded by Cllr Bissett and UNANIMOUSLY agreed, that the request to cut back the overhanging willow tree be considered at the next meeting, taking into account budget allocation and the Village Tree Survey.
- c) It was proposed by Cllr Davis, seconded by Cllr Bissett and UNANIMOUSLY agreed that permission be granted to the Village Trust to build a hibernaculum under the willow tree on the centre pond, undertaking the work as an activity for younger members of the trust.
- d) It was proposed by Cllr Davis, seconded by Cllr Scott and UNANIMOUSLY agreed, to give permission in line with the ecologist's suggested alternative approach for the hogweed in the Green Gardens to be cut down at a younger stage rather than just removing the seed heads.
- e) It was proposed by Cllr Davis, seconded by Cllr Scott and UNANIMOUSLY agreed to request more information before giving permission to the Village Trust to attempt to remove the colonies of Spanish Bluebells.
- f) It was proposed by Cllr Scott, seconded by Cllr Bissett and UNANIMOUSLY agreed that the Village Trust should obtain 3 quotes from licensed waste carriers for the disposal of the New Zealand Pygmy weed and other waste, before submitting to the Parish Council for further consideration.
- g) It was proposed by Cllr Davis, seconded by Cllr Hues and UNANIMOUSLY agreed that the Parish Council should take on the initiative to investigate the extension of the cinder track, consider the use of its Community Infrastructure Levy (CIL) monies and approach Wiltshire Council's Local Highways and Footpaths Improvement Group (LHFIG) and Devizes Area Board for grant support.

46/23/24 Further Temporary Access Request from Higher Green Farm

This request was no longer relevant.

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47/23/24 Grant Permission

It was proposed by Cllr Scott, seconded by Cllr Nichols and UNANIMOUSLY RESOLVED to renounce the minute reference 28.3/23/24 and allow the use of the surplus funds already provided by a previous grant (for Coronation event) for the purchase of a picture frame for the village photograph.

48/23/24 PFK Little John External Auditors, Confirmation of AGAR Completion

Members NOTED the following from PFK Little John external auditors;- "We have received and logged the notification of exempt status for the year ended 31 March 2023 submitted to us for Poulshot Parish Council. By notifying us that Poulshot Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued by us for this reporting year."

49/23/24 Update on charges from Internal Auditors

It was proposed by Cllr Bissett, seconded by Cllr Church and UNANIMOUSLY RESOLVED to accept the offer from Mulberry and Co of a long-term 3- year agreement for the provision of internal audit services at a fixed rate of £65 per hour for the whole of the term.

50/23/24 Investment Strategy

It was proposed by Cllr Bissett, seconded by Cllr Hues and UNANIMOUSLY RESOLVED to approve and adopt the new Investment Strategy which has been created in line with the Local Government Act 2003, section 15(1)(a) effective for financial years commencing on or after 1 April 2018.

51/23/24 Reserves Policy

It was proposed by Cllr Bissett, seconded by Cllr Hues and UNANIMOUSLY RESOLVED to approve and adopt the new Reserves Policy on condition 3.3 is removed.

52/23/24 Finance Report and Bank Balances

Members received and NOTED the 24th July 2023 spreadsheet showing Bank balances of Parish Account £13,753.06 and Community Fund £118,255.42, collectively standing at £132,008.48. Payments totalling £8609.27 were also listed.

53/23/24 Financial Expenditure.

Members considered the expenditure, this was followed by a proposal by Cllr Church, seconded by Cllr Bissett and UNANIMOUSLY AGREED to approve the expenditure report for July 2023.

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54/23/24 Date of Next Meeting

Members NOTED the date of the next meeting being the 19th September 2023 and not the 18th September as stated in the agenda.

55/23/24 Confidential Session

It was proposed by Cllr Bissett, seconded by Cllr Church and UNANIMOUSLY RESOLVED to go into a Confidential Session.
The Chair, Cllr Davis requested the member of the public to leave the meeting.

56/23/24 Minutes 9th May 2023

It was proposed by Cllr Bissett, seconded by Cllr Hues UNANIMOUSLY RESOLVED to confirm the confidential minutes of the ANNUAL Full Council meeting held on the 9th of May 2023 as a true record. These minutes were duly signed by the Chairman.

57/23/24 Legal Advice Charge Update

This item was NOTED.

58/23/24 Village Green Boundary

This item was discussed, with further advice to be sought.

Meeting ended at 22:01

Signed.....



Date.....

