

# LACOCK PARISH COUNCIL

Parish Clerk: Lana Steward

The Griffin, Bowden Hill, Lacock  
Chippenham, Wilts. SN15 2PP

email:stewardpc@btinternet.com  
Tel: (01249) 730254

## Minutes of the Parish Council meeting held 13 November 2017 at 7.30pm in the Manor Room.

### THOSE PRESENT:

C Doel, J Boldon, A Barley, G Fortune, J Durrant, P Shaw, S Gregory, A Cessford and R George. Also present were Ben Anderson, Graham Heard and one member of the public.

### 1 PUBLIC QUESTION TIME:

Rachael McHenry advised those present of the plans the Green Cafe in conjunction with Wiltshire Scrapstore had for the World War I commemoration next year. There are several activities planned to take place in the village. One project is specifically for 13-19 year olds. Rachael and Lynda Newbury will be making a presentation to the Area Board.

### 2 APOLOGIES:

Apologies were received from G Steer and A Turnbull.

### 3 DECLARATIONS OF INTEREST:

J Boldon declared an interest in item 9 under Correspondence - he is a Trustee of the Wiltshire Scrapstore.

### 4 MINUTES OF PREVIOUS MEETING:

Members resolved (JB/AC) to accept the minutes of the meeting held on 9 October 2017 as a true record.

### 5 UPDATE FROM MINUTES:

There was none.

### 6 AREAS OF RESPONSIBILITY:

#### J Durrant -

JD advised that the Wessex Water Grounds Maintenance team will remove the rubbish in the river.

Robert O'Neill has not done the work on the path to the ford.

#### R George -

Report No.5 had been circulated prior to the meeting and the contents noted.

RG also submitted notes on the Reybridge site meeting held with Julian Haines and Ben Anderson to discuss the repairs to Reybridge. The works will take 2/3 months next year and the bridge would need to be closed to traffic for a minimum of 2/3 weeks.

### **A Cessford -**

AC reported that Lackham will provide a hamper and Christmas tree.

Queensbury Shelters have submitted a quote to supply and fit replacement panels for the Cantax Hill bus shelter at a cost of £430.96 plus VAT - the firm will fit the panels when they are next in the area. It was proposed by AC, seconded AB, that the panels be ordered and fitted at a cost of £430.96 plus VAT. All in favour.

### **G Fortune -**

GF reported that the stonemason is in hand. The cemetery compost heap still being sorted out.

### **A Barley -**

James Glen had provided a quote to refurbish the Corsham Road bench and resite it adjacent to the Corsham Road bus stop outside the Garden Centre. Proposed by AB, seconded AC that the quote for £196.62 be accepted. All in favour.

Schedule for the maintenance of amenity seats for the coming year is in hand.

### **P Shaw -**

Re the 7.5 ton restriction - signage had been requested for the A350 and A342 - it will take 12 weeks to get in place.

### **S Gregory -**

Traffic Planning meeting - hunt arrangements discussed - same as last year with no problems foreseen.

A350 dualling of the by-pass - current dualling will continue to merge into one lane.

Bus stop in Melksham Road - proposal to move it down the road will cost £400. The new bus stop will be in the informal lay-by opposite Talbot View. The PC contribution will be approximately £100. This item has been prioritised by CATG. Proposed by SG, seconded PS, that the PC will fund up to a maximum of £150. All in favour.

Museum entrance - the National Trust intend to replace the planters and the gateway will remain in its current position.

Overhanging chestnut tree at Cantax Hill is a potential hazard. The Clerk was instructed to write to Dr and Mrs McKibben asking them to consider cutting back the tree to their boundary.

Parish Steward - clearing leaves and weeds in gutter near Manger Barn.

### **C Doel -**

CD presented an initial proposal by Wiltshire Vale Rotary Club for working with Lacock Parish Council to stage a Village Fair in Lacock on Monday 27 August 2018. This was discussed and members agreed to accept the proposal.

## **7 GOVERNANCE:**

JD presented the Model Publication Scheme - it would be updated as and when necessary. The Scheme together with the Complaints Policy will be uploaded to the PC website.

## **8 VILLAGE GATEWAYS:**

SG reported that CATG after some debate and discussion have agreed to support the village gateways but with three gateways: at Cantax and Bowden Hill and bottom of Melksham Road. After discussing the colour and style of gates SG proposed: three gateways, colour to be light oak and the style to be similar to the Batheaston one, seconded JD. PS proposed that the colour of the gates be white. There was no **second**. Eight votes in favour of light oak and one against.

## **9 A-BOARDS:**

Wiltshire Council had received complaints about A-boards in Church Street and wanted to know the PC views on the A-boards. Members felt that the boards in High Street do not create the same safety issues as the ones in Church Street.

## 10 CORRESPONDENCE:

A list of correspondence received has been circulated prior to the meeting.

- 1 Councillors Briefing Note No. 332 – expectation on Councillors to notify as Data Controllers.
- 2 From Wiltshire Council re Tree Preservation Order – Land at Bewley Crescent, Bowden Hill, Lacock.
- 3 Highway Newsletter – November 2017.
- 4 Councillors Briefing Note No. 334 – County Lines Supply and Exploitation.
- 5 Councillors Briefing Note No. 335 – PAUSE.
- 6 Help Shape Wiltshire’s plans to 2036.
- 7 From Emmanuel Deschamps, Environment Manager, Network Rail – Achieving No Net Loss of Biodiversity on the Greater West Programme Stage 1.
- 8 Corsham Neighbourhood Plan
- 9 From Jane Wheeler re Community Commemorative Project. It was proposed by RG that the Green Cafe/Wiltshire Scrapstore be awarded £520 to fund the next stage of the project for Young People.
- 10 WC Highways re How to apply for a Section 178 Licence before erecting banners, Christmas/Carnival lights etc.
- 11 War Memorial Cleaning 2017/18
- 12 From WC Highways re Retaining Wall, Cantax Hill, Lacock – “whoever is responsible for the higher retained land is responsible for the wall. The grassed bank is not adopted as public highway and therefore the wall is not considered to be a highway asset, it would also appear that the area behind the wall is not registered at Land Registry and neither did it form part of the estate gifted to the National Trust in 1944. From this we can conclude that neither Wiltshire Council nor the National Trust is responsible for the wall as landowner. The Council does however have an obligation to ensure the road is kept clear and safe for road users so could if the wall were deemed to be unsafe, undertake any repair or ground reprofiling work necessary to remove the danger.....”
- 13 Wiltshire Council re Help shape Wiltshire plans to 2036 – Wiltshire Local Plan Review.
- 14 From Rachael McHenry re Invitation to be part of the WW1 commemoration Wiltshire Tree Planting Project. (Get together with GH)
- 15 From Lauren Noble Community Fundraiser, The Forever Friends Appeal – would like to attend meeting.
- 16 Historic England – Notton War Memorial – Is now listed at Grade II - noted.
- 17 Historic England – Bowden Hill War Memorial Cross – is now listed at Grade II - noted.

## 11 FINANCE:

### i) Accounts -

It was resolved (AC/JB) that the following accounts be paid:

400735	S J White	£ 451.80	(for October)
400736	G Westall	£ 35.00	(for October)
400737	S Steward	£ 301.74	(for October)
400738	Playsafety Ltd	£ 180.60	(RoSPA inspection)
400739	Idverde Ltd	£ 233.99	(grounds mtce October)
400740	Labox	£2196.00	(2:2)
400741	RBL Poppy Appeal	£ 17.00	(poppy wreath S137)
400742	Grant Thornton	£ 360.00	(Audit fee)
400743	Post Office Ltd	£ 71.40	(PAYE)

**ii) Statement of Account -**

It was resolved (AC/RG) that the Statement of Account showing a balance of £17283.35 as at 1 November 2017 in the Co-operative Bank current account and £62578.11 in the Cambridge & Counties deposit account should be signed by the Chairman as being correct.

**iii) Paying PAYE to HMRC - Bank a/c**

At the October meeting the Clerk had advised that wef 15 December 2017 PC would no longer be able to make payments to HMRC via the Post Office and it was agreed that a direct debit could be set up from the current account. However, further investigation by the RFO and Clerk confirmed that the best way to pay HMRC would be by BACS and this would necessitate setting up internet banking. It was agreed that JB and the Clerk be authorised online users. It was resolved that Section 3 Declaration of the Change of account signatories be confirmed.

**12 PLANNING:**

**17/09938/TCA**

Fell 5 Leylandii; remove lower branches of 2 Horse Chestnuts, up to 2.5 metres; and coppice 2 Hazels - Bewley Common, Bowden Hill, Lacock.  
There was no objection/comment raised to this application.

**13 OTHER BUSINESS:**

- i) Power cuts in the parish - write to SSE.
- ii) Remind Wiltshire Council that it had been agreed that smaller vehicles would pick up refuse from East Street.

**14 DATE OF NEXT MEETING:** Monday 11 December 2017.

There being no further business the Chairman declared the meeting closed at 9.10pm.

Signature of Chairman upon approval of Minutes.

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11 December 2017