

LACOCK PARISH COUNCIL

Parish Clerk: Lana Steward

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Minutes of the Annual Parish Council meeting held on 13 May 2024 at 7.30pm in the Village Hall

Those Present:

P Glen, J Boldon, S Wise, P Holliday, P Burkinshaw, L Heren, H Shepherd, J Durrant and C Doel.
Also present: Sonya Macmillan (NT General Manager) and Lisa Coomes (Property Operations Manager) and two members of the public.

1 ELECTION OF CHAIR FOR 2024-2025:

Louise Heren – proposed: P Burkinshaw, seconded: Simon Wise – unanimously elected.
LH signed the Declaration of Acceptance of Office and took the chair. She thanked JD and JB for their years of service.

2 ELECTION OF VICE CHAIR FOR 2024-2025:

Simon Wise – proposed: Jane Durrant, seconded Heather Shepherd
SW signed the Declaration of Acceptance of Office

3 AREAS OF RESPONSIBILITY:

It was agreed that the AoRs remain the same but with the transfer of Governance to LH and Finance to JD.

4 APOLOGIES:

Apologies were received from P Shaw and D Walters

5 PUBLIC QUESTION TIME:

Mrs Bywater advised that she had received a letter from Wiltshire Council regarding a blue line outside her house for a zebra crossing and she was querying this.

6 DECLARATIONS OF INTEREST ON AGENDA ITEMS:

PG registered a declaration of interest, Planning Application PL/2023/06727 – Amended Plans for land at Showell Nurseries.

7 MINUTES OF PREVIOUS MEETING:

It was agreed (JB/PH) that the minutes of the meeting held on 8 April 2024 be signed as a true record.

8 UPDATE FROM MINUTES/ACTION LOG

The action log was reviewed and updated. Clerk to obtain quote from James Long for a memorial survey by June meeting; grass cutting quotes to be uploaded to Dropbox; request meeting with Richard Clewer in Lacock; LH to draft strong letter to Wessex Water re water flowing across Bowden Hill.

6 NATIONAL TRUST UPDATE:

Emily Frayling had provided a report which had been circulated to members prior to the meeting. SM aware of PC preference for a smaller sign at the stables tea room.

SM advised the meeting that Lacock is part of a Green Transport pilot to encourage going by train, bus, cycling and walking. Tith Barn currently with Planning Department. "Currently closed" sign on the round house. Someone is closing the coach parking gates at night but not locking them. Lacock School has asked NT for storage container on the playing field. Summer of Play – a national programme throughout the Trust – for six weeks throughout the summer in the NT "parkland" – two-year programme to encourage families to spend time in nature.

7 AREAS OF RESPONSIBILITY – REPORTS:

S Gregory –

SG's report was circulated to members prior to the meeting.

In order to proceed with the traffic interventions it is necessary to complete topographical studies of the sites. Sarah Dearden has asked for LPC approval to agree, in principle, to proceed with this work. Total cost is £2950 with PC contribution of £735.50. SG proposed that the PC approve the go ahead for the topographical studies, seconded PG. All in favour.

Residents Parking Scheme – SG had circulated details of the scheme to members. Now looking at the scale and scope of what might be done. A questionnaire has been drafted and will be sent out to properties within the boundary, also outside the boundary should they wish. It was proposed by SW, seconded by PH that the LTG go ahead with the fact-finding survey. All in favour.

Stonegate at Corsham Road – Sarah Dearden has proposed two roadside signs to warn drivers of the hazard with large vehicles entering/leaving the site, but the Stonegate MD is requesting a speed reduction as well.

P Burkinshaw –

PB cannot find what is wrong with emails for SW – LPC email doesn't work.

H Shepherd -

HS advised that there will be a new Head Teacher in September. Preparation for bicentennial celebration tea party on 20 June.

Wise Owls – reported that the gate next to the Stable Tea Rooms into the Pound is sticking and difficult to open and close. This makes the area unsafe for the children. PH advised that the area behind the tennis court would be safer.

D-Day 6 June 6-10pm on the playing field. Red Lion will be doing a hog roast. There will be music and a beacon at 9.15pm. Permission needed for the beacon – JD to email James.

J Durrant -

Local Business meeting held with NT. Businesses in the village looking to collaborate on a late night shopping event at Xmas, possibly the first weekend of December.

Carpenters Arms – NT will be objecting to the application and also the Nethercote Hill application.

C Doel –

Allotments – there have been one or two issues of non-working of plots and letters have been sent out. There is a waiting list for plots.

Major issue with Wessex pipeline from WGC to the Blue Barn – leaks at least 20 times in two fields.

LH to draft strong letter to Wessex.

S Wise –

Footpaths: nothing seems to be picked up on MyWiltshire.

Orchard: looking lovely – two benches now installed.

P Holliday –

Cemetery grass has been cut on an as and when necessary basis. Idverde doing well with village grass cutting.

J Boldon –

Request that Parish Steward cuts verges at the corner by the zebra crossing and the Forest Lane/Bowden Hill junction.

11 CORRESPONDENCE:

- 1 From Wiltshire Council – Defra’s Property Flood Resilience (PFR) Repair Grant Scheme – Storm Babet (Oct 2023) and Storm Henk (Jan 2024)
- 2 From Sarah Dearden – Reminder re SIDS – “can only be put up at approved locations which have been assessed through LHFIFG. Town/Parish Councillors must also have undertaken the online training to be able to erect and work on SIDSs, they must also as per the SID policy, not be erected within 100m of a speed limit terminal”. **Noted – PS has done the training**
- 3 Briefing Note 24-07 – New HRC Van and Trailer permitting scheme – being introduced in May.
- 4 Visit Wiltshire Newsletter – April 2024
- 5 Briefing Note 24-08 – Draft Licensing Policy 2024-2029 consultation
- 6 From Lisa Culshaw – “it would be helpful to know which areas of the estate, if any, the PC would take responsibility for?” **LH to contact Lisa Culshaw**
- 7 From Peter Glen – invite Cllr Richard Clewer to Lacock for a general Question & Answer session? **Invite RC to Open Meeting in Lacock**
- 8 From Severnside Defib & Training enquiry – Are you looking to purchase a defibrillator or would you be interested in a defibrillator awareness session?
- 9 WBCT – MCC Partners Newsletter – April 2024. Invite to the Canal, Pewsham to Double Bridge May – October 2024
- 10 Wessex Water – Invitation to our network meeting “Engaging with the Local Community” 16 May – County Hall, Trowbridge 1000-1300 – **CD will attend**
- 11 CPRE – Invite to Wiltshire AGM 16 July at 7pm, Malmesbury Town Hall
- 12 From Rachel Williams – Can PC put pressure on WC to put a warning “Pedestrians Crossing” sign on the A350/Folly Lane crossing. Also a footpath issue – **LH to write to DW**
- 13 Wiltshire PCC – Newly refurbished police custody reopens after multi-million-pound investment
- 14 From Emily Frayling – NT updates for May PC meeting
- 15 Simon Smith re ENF/2023/00978 – Bowden Hill House, 36 Bowden Hill, Lacock

12 LACOCK VILLAGE HALL:

JD advised that the Management Committee of the VH has no officers. JD to see Annabel Cessford. An extraordinary meeting will be called to discuss the way forward.

13 LACOCK PARISH COUNCIL LOGO:

HS has a contact who has designed a logo. It was agreed that the wording “Working for our Community” should be incorporated into the design.

10 FINANCE:

i) It was resolved (JD/PH) that the following accounts be paid:

Idverde Ltd	£233.99	(PF mtce – April)
Idverde Ltd	£246.20	(Grass cutting – April – final payment)
S Steward	£472.10	(for April)
S Steward	£ 16.24	(office/exps)
Clear Insurance Management	£562.22	(PC annual insurance)
Idverde Ltd	£279.94	(Village mtce – new contract)
Falcon Landscapes	£280.00	(Cemetery – grass cut)
Instantprint (J Durrant)	£ 31.35	(6 June flyers)
Falcon Landscapes	£280.00	(Cemetery – grass cut)

ii) **To approve Statement of Account –**

It was resolved (HS/JD) that the statement of account showing a balance of £35352.99 as at 19 April 2024 in the Co-operative Bank current account (statement no.242) and £40264.14 in the Cambridge & Counties deposit account should be signed by the Chair as being correct.

- iii) To approve External Audit Annual Governance Statement – carry forward to June meeting
- iv) To approve External Audit Accounting Statement – carry forward to June meeting
- v) To consider request from Lacock School for donation towards their residential trip – request withdrawn
- vi) Approval for Outsourced Website Support – Resolved (PB/PH) that PB go ahead as outlined in his email - £18/hr

15 PLANNING:

PL/2024/02737

Various works – Axfords Patch, Corsham Road, Lacock

NO OBJECTION

PL/2024/03694 & PL/2024/03948 – Listed Building Consent

Improvement of external area to the front of the building with seating area, access ramp, pedestrian crossing and outlining of 5 parking bays – Carpenters Arms, Church Street, Lacock

OBJECTION

PL/2024/04138

Proposed works to trees in a conservation area – Lacock Abbey, SN15 2LD

NO COMMENT

PL/2024/03204

Erection of new manufacturing and R&D centre – Land at South Point Business Park, Patterdown Road, Chippenham

NO OBJECTION

PL/2023/06727 – Amended Plans/Additional Information

Approval of Reserved Matters – Land at Showell Nurseries, Lacock

NO OBJECTION

16 OTHER MATTERS FOR INFORMATION/DISCUSSION:

- i) Grit bin at Forest Lane – lid is always open.

17 DATE OF NEXT MEETING:

Monday 10 June 2024 at 7.30pm in the Village Hall

The meeting closed 10.15pm

Signature of Chair upon approval of Minutes

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10 June 2024