

**Minutes of the Meeting of Potterne Parish Council held on Wednesday 6 September 2017 in Potterne Village Hall at 7.30pm.**

**Present:** Cllr Peter Balls (Chairman) (PB); Cllr John Chandler (JC); Cllr Carol Clifford (CC); Cllr Andrew Huntley; Cllr Nesta Pudney (NP); Cllr Christopher Twiney (CT)

**Also present:** Cllr Anna Cuthbert

**Apologies:** Cllr Philip Abbatt (PA); Cllr Richard Clark (RC); Cllr Rob Edwards (RE); Cllr Robert Hunt-Grubbe (RHG); Cllr Tony Molland (TM)

56/17/18	<b>Welcome and Apologies:</b> The Chair welcomed Councillors and received apologies.
57/17/18	<b>Declaration of Members' Interests:</b> CT declared an interest in planning application 17/07310/FUL.
58/17/18	<b>Minutes of meeting held on 2 August 2017:</b> Proposed by AH, seconded by NP and agreed by all that the minutes were an accurate record. The minutes were duly signed.
	<p><b>Open Session</b>  <b>PB declared that the meeting was temporarily suspended to allow for an open session for 10 minutes so that the public could place questions to the Council to be discussed at the next meeting if confirmed in writing.</b></p> <p>1. Clerk has received various emails re the motocross event. Parish Council concerned that neither access through Potterne Wick nor Urchfont is suitable. Clerk advised that Wiltshire Council is organising a meeting amongst relevant directors and heads of service to fully understand the issues and will update us in due course.  It had been noticed that the fence which backs on to the green area behind the school, has been replaced and has had a gate put in it. Concerns that it may impede that development of the green area due to safeguarding issues. Green area belongs to Wiltshire Council – clerk to check their position regarding access on to their land.  AC advised that some trees have been cut down in Blounts Court; local residents think they are in a conservation area so Planning Enforcement Officer due to visit site. She has received reports that a lot of the trees hanging over Coxhill Lane are unsteady and the branches fall easily. Clerk to report to Paul Millard, rights of Way at Wiltshire Council.  CT warned people to be vigilant as two black dogs running loose had attacked llamas on his land.</p> <p><b>There were no further comments from the public therefore PB closed the Open Session.</b></p>
59/17/18	Parish Council Action Table update: <u>Open Session (5 July), Item 2:</u> PB explained to AC that writing an overarching plan for traffic and parking will be an ongoing process and we will appreciate her help with it. <u>38/17/18, Item 5:</u> Potterne Community website – Clerk advised that she now has full admin rights for the website and will continue to update it. <u>39/17/18, Item 6:</u> PB has still to make contact with those involved with inconsiderate parking at the pump. There is some building work going at properties in the vicinity and would be difficult to challenge parking at the

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	<p>moment. <u>48/17/18 (39/17/18, Item 6)</u>: Wiltshire Council will not provide a “No Parking” sign.</p> <p><u>46/17/18</u>: Clerk contacted Wiltshire Council regarding Ryeleaze steps crossing and had been advised to reapply to the Area Board.</p> <p><u>47/17/18</u>: Clerk contacted Steve Dewar re Community Garden. Still to do:</p> <ul style="list-style-type: none"> <li>• two small gates needed to go on the pathway leading to the garden.</li> <li>• grass rolls/seed needed to complete the central grass/orchard area.</li> <li>• additional plants are welcome</li> <li>• RBL looking at the possibility of a tree.</li> <li>• Any additional funding will help with additional equipment/plants etc.</li> </ul> <p><u>48/17/18 and 49/17/18</u>: Clerk to confirm offer of £750 to Wiltshire Council for Issue 4843 Devizes to Potterne footpath scheme – outstanding.</p> <p><u>49/17/18, Item 4</u>: Objection to 17/06324/FUL – RC drafted response and this was sent to Wiltshire Council. Decision is due to be made by 18 September. Subscription taken out to <a href="http://www.planninglocal.co.uk">www.planninglocal.co.uk</a>.</p> <p><u>49/17/18, Item 4</u>: Town Planning training was cancelled due to lack of numbers.</p> <p><u>49/17/18, Item 6</u>: TM wrote article for September magazine.</p> <p><u>49/17/18, Item 7</u>: Research into ownership of footpaths – ongoing.</p> <p><u>50/17/18, Item 2</u>: Clerk has register for Road Safety Week but not contacted school yet as first week back after holidays.</p> <p><u>53/17/18, Item 1</u>: Clerk has obtained quotes for rubbish bins and these were passed to JC to look at. JC and AC had met at Ryeleaze Field and have produced project plan.</p> <p><u>54/17/18</u>: Clerk’s contract now signed</p>			
60/17/18	<p><b>Wiltshire Councillor’s Update:</b> AC said that nothing really happened at County hall in August; main issue was the amount of correspondence concerning the motocross event.</p>			
61/17/18	<p><b>Reports from representatives:</b></p> <p><b>1. Devizes Area Board:</b> Have not met since July. Next meeting 18 September in Devizes Community Hub (Library).</p> <p><b>2. Community Area Transport Group (CATG) – including Road Safety, Vehicle Parking and Public Transport:</b> CATG not met since July. A letter drafted to Wiltshire Council concerning the Ryeleaze steps crossing. Red tarmac on the crossing and a sign near the roundabout to show people crossing was promised; we should not need to go back to the Area Board to get this crossing finished. It was agreed that this letter should be sent. Blounts Court crossing – this issue has become cluttered by questions of ownership.</p> <p><b>3. Leisure Facilities, Appearance and Environment:</b> A litter pick has been carried out at Ryeleaze field.</p> <p><b>4. Residential Planning:</b> a) Three planning applications have been received:</p> <table border="1" data-bbox="295 1854 1386 1991"> <tr> <td data-bbox="295 1854 512 1991">17/07519/FUL</td> <td data-bbox="512 1854 842 1991">Club Cottage, 1 Whistley Road, Potterne SN10 5QX</td> <td data-bbox="842 1854 1386 1991">Remove two existing velux windows, form new dormer window, extend the existing porch and form new internal staircase</td> </tr> </table>	17/07519/FUL	Club Cottage, 1 Whistley Road, Potterne SN10 5QX	Remove two existing velux windows, form new dormer window, extend the existing porch and form new internal staircase
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	No objections				
	17/07310/FUL	Whistley Canine Country Club, Five Lanes, Potterne, SN10 5TE	7 Double Walk-in Style Cattery Pens manufactured in white PVCu with walk-in style sleeping quarters		
	CT took no part in discussion or vote. No objections				
	17/08035/FUL	The Manor House, Worton Road, Potterne SN10 5PP	Relocation and rebuilding of bin store and tool shed.		
	No objections				
	<p><b>5. Community and Learning:</b>  NP spoke to the head teacher at the school re the Parish Council support for the development of the green space at the rear of school.  Copy of the Community Booklet received; this was originally part of the Neighbourhood plan. Suggested distribution of the booklet is linked to the Parish Magazine; there are 600 houses in village but they possible don't all need a copy. New residents would get a copy free of charge; some copies would also be for sale, placed in the shop and church. NP to work with JC to get the booklet updated; will also try to get businesses in Potterne to advertise in it.</p>				
	<p><b>6. Commercial Development:</b>  Nothing to report.</p>				
	<p><b>7. Footpaths and Cycle Ways:</b>  Nothing to report.</p>				
	<p><b>8. Communications:</b>  Covered and reported under 59/17/18 (<u>38/17/18, Item 5</u>).</p>				
<b>62/17/18</b>	<b>Correspondence:</b>				
	<p><b>1.</b> Steve Dewar has asked Clerk to chase up the directional sign for the youth centre. This was requested about a year ago. Clerk was also asked to chase up the sign for Court Hill which was never received (requested about 5 years ago).</p>				
	<p><b>2.</b> Defibrillator Awareness training has been booked for Saturday 18 November from 10.30am to 12.00pm in the Youth Centre.</p>				
<b>63/17/18</b>	<b>Finance:</b>				
	<p><b>1. Accounts to be paid and transfer sufficient funds to pay accounts:</b> CT proposed, JC seconded and all agreed that these accounts be paid:</p>				
	Chq No.	Payable to	Net	VAT	Gross
	1730	Andrea Pellegram Ltd subscription to planninglocal.co.uk	100.00	0.00	100.00
	1731/33	Administration costs	569.50	0.00	569.50
	1732	Potterne Village Hall 2/8/17	18.00		18.00
	1734	Sharkykel Services Grounds maintenance	455.83	0.00	455.83
	1735	C & S Hoddinott (Manor Farm Timber) – Blounts Court Play area	665.00	133.00	798.00
		<b>Total</b>	<b>1808.33</b>	<b>133.00</b>	<b>1941.33</b>

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<b>64/17/18</b>	<p><b>Ryeleaze Field:</b>  JC and AH have produced a project plan including both short term and long term actions. To be circulated to councillors. Clerk also passed info re litter bin costs to JC and AH.</p>
<b>65/17/18</b>	<p><b>Burial &amp; Property Maintenance:</b></p> <p>1. <b>Ground maintenance specification:</b>  This had been circulated prior to meeting and all agreed to continue with current specification. Chairman and clerk to contact current contractors with work not being done. There will be a need to look at litter picking before precept setting meetings.</p>
<b>66/17/18</b>	<p><b>Clyde and Sally Hoddinott's Presentation:</b>  The presentation taking place at the George and Dragon at 7.30 pm on Thursday 28 September 17. The whole village is welcome. Clerk will contact past councillors.</p>
	<p><b>Date of next meeting:</b> Wednesday 4 October 7.30pm in Potterne Village Hall</p>

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