

LATTON PARISH COUNCIL MEETING

27 June 2023

Latton Parish Hall

at 7:30pm

Councillors present:

Cllr J Towner Chairman) Cllr D Lloyd (Vice Chairman) Cllr R De'witt Cllr K Johnson

Clerk: Tina Jones PSLCC

Others in Attendance: None

Public and Councillor Question Time: There were no questions raised

MINUTES

23.35 Apologies for Absence

All Members present. Members accepted apologies from Wiltshire Councillor Jones.

23.36 Declarations of Interest and Dispensations

Councillor Towner declared an interest at Minute Reference 23.48, Councillor Lloyd chaired this item and Councillor Towner did not take part in discussions. No other declarations were received, and no dispensations were requested.

Councillor Johnson joined the meeting.

23.37 Chairmans Announcements

Surveying is taken place in the field recently purchased next to Lake Louise; it is believed to be connected to gravel extraction.

23.38 Minutes of the previous meetings

Members considered the minutes of the Parish Council meeting held on 2 and 23 May 2023 and the Annual Meeting of the Council held on 23 May 2023. Members ADOPTED the minutes as a true record, and they were signed by the Chairman.

23.39 Wiltshire Councillors Councillor Report

Members NOTED an update from WC Councillor Jones, regarding Water Eaton traffic survey, in that the consultation has closed, there had been one objection. However, following discussions between parties this was resolved, and the work will be actioned.

23.40 Clerks Report

Members NOTED the Wiltshire Association of Local Councils April newsletter and ADOPTED the new logo for the Parish Council.

Members NOTED the Clerks report.

Actions 27 September meeting

Report of broken stile at Lake Louise – reported to Wiltshire Council

Entrance to the Down Ampney track has been vandalised, gate timber smashed, wheelchair access issues. Reported to Bidwells. May meeting update: Clerk requested to contact Bidwells, Meeting Update: email sent

21.24 Relocation of Waste Bin

Members AGREED to ask Wiltshire Council if the waste bin by the Play Area could be relocated to the start of the public footpath to Down Ampney. Wiltshire Council is happy for the waste bin to be moved at Parish Council Costs. Clerk to contact WC. Meeting Update: WC will move bin FOC, area to be identified. Meeting Update: Councillor Lloyd to take forward.

22.51 Cycling Event

Previous Chairman and Councillor Johnson to meet with the Organiser to discuss the issues raised by residents and the observations made. Meeting update: Councillor Johnson has contacted organisers, no response to date. Meeting Update: A cycling event took place on 22 June, with no issues raised. Councillor Johnson asked about the promised donation for Recreation Hall Development - Clerk to action. CLOSED.

22.85 Play Area Inspection

Members NOTED the inspection – main points: all low or very low risks identified.

Gate (Play Area/Jubilee Garden) – level reinstatement required and removal of weeds vegetation from areas.

Areas requiring Wetpour top up – Wetpour with Cllr Lloyd to repair when required. CLOSED. Goalmouth and Basketball Post – Signage to be put in place. Signage in place. CLOSED. Cableway – recommendation from Inspector that the main cable and fixing security is thoroughly inspected at least in accordance with the manufacturers recommendations to check for damage, security or internal rusting, this will help to ensure the continued safe use of the equipment. Meeting Update: Details received, sent to Cllrs via email - CLOSED. Garden fence required re-tightening – quote requested
22.107 Community (Jubilee) Garden Members RESOLVED to place in Earmarked Reserves the 2022-2023 Grant funding of £500 for the Group, pending the signing of the Users Agreement and constitution. CLOSED see Minute Reference 23.48.
22.109 Flooding and Emergency Planning Clerk to ask WC for help with a Parish Flood Risk Assessment. Request to WC made, response received. CLOSED see Minute Reference 23.53
22.112 Coronation Bench Bench has arrived and is with Councillor Johnson. New bench is heavy, old bench is to be removed and disposed of. Councillor Johnson to speak to a resident re assistance re transport and storage. Meeting Update: Councillor Johnson and Councillor Lloyd to action
22.114 Parish Logo It was agreed to change title to Latton Parish Council and to make both waterways, the same shade of blue - Councillor Lloyd has updated logo. CLOSED
23.26 Resident's Concerns <u>Concern A</u> Grass cutting/tidying/road sweeping occurs in Gosditch, but not in Croft Lane. Following advice from WC the Clerk contacted The Streetscene Team. CLOSED <u>Concern B</u> Will the footpath almost opposite Croft Lane (remnants of finger post and recent blockage with cut back hedging etc) be reinstated? The Rights of Way team for the north consist of 2 officers without access to a workforce. They try to work with local landowners, volunteers and walking groups to make sure rights of way are available for use. CLOSED <u>Concern C</u> State of footpath from Latton-Cerney Wick turning (resident has raised a complaint with Wilts Council). Feedback: There is an instruction in the system to clear the footpath. CLOSED <u>Concern D</u> Hill's and the muddy road and path adjacent which is covered in mud and stones. The situation has been bad this year, with large clumps of mud and slippery dangerous roads. The road sweeper has not been working on occasions and temporary measures put in place were not as efficient. There is no clearance from the footways and the detritus is building up. WC Councillor Jones to contact Hills regarding the footways, he also advised the resident to email Hills directly, as issues arise and to copy him in. CLOSED <u>Concern E</u> The Parish Council was only copied into this email to WC. Re: Upcott - Destruction of Road Surface at Road Edge. The roadway is being slowly destroyed. The problem is the hedge alongside the road has become seriously overgrown over the last ten years protruding some 5ft out. This forces lorries to move away from hedge onto soft verge creating ruts and breaking up road edge. The hedge used to be trimmed each year by the Coop when they owned the land but has not been touched since they sold up. If you are able to identify landowner and get the hedge trimmed back it will save major repairs in the future. Clerk to request feedback for next meeting. Agenda Item - CLOSED
Website Website completed, Councillor Lloyd to receive website training along with the Clerk.
Nichomedia Monahans requested proof of debt is provided by closing date of 30 June.

23.41

Financial Accounts & Bank Reconciliation

Members APPROVED the expenditure schedule. Members NOTED that as Lloyds Bank has still not processed the paperwork, no manual payments had been made. The Chairman and Vice-Chairman had approved the changing of the bank signatories from three to two as a temporary measure to allow for payments to be.

- 23.42 **Meeting Dates**
Members NOTED and APPROVED the request to change the August meeting date to Wednesday 23 August.
- 23.43 **Flag**
Members RESOLVED to purchase two Union flags at a maximum cost of £120.00 (one hundred and Twenty pounds). To be included as a budget line for next precept.
- 23.44 **Resident's Concerns – Upcott – Destruction of Road.**
See Min Ref 23.40/23.36E for details of concern. Members NOTED the response from Wiltshire Council (WC). WC has identified from the Rural Payments Agency pages from the .GOV website the new owner. WC confirmed they will write to the individual requesting that the hedge is cut back to the highway boundary. WC pointed out that currently, hedge cutting is restricted because of the nesting season for wildlife.
- 23.45 **Planning**
Members NOTED the Wiltshire Council Decisions.
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| PL/2022/05824 – Full Planning Permission – Approved with Conditions |
| Address: South Farm Barns, Water Eaton, SN6 6JU Applicant: Kes Ventures Ltd
Proposal: Change of use and extension of agricultural buildings to Use E(g-i-iii) together with associated external alterations and car parking and external alterations to adjoining building with is subject to a change of use under Schedule 2, Part 3, Class R of the General Permitted Development Order. |
| PL/2023/02974 – Householder Planning Permission – Approved with Conditions |
| Address: Kerry House, 7 Church Farm Road, Latton, SN6 6FQ.
Applicant: Mr N Davies. Proposal: Proposed Detached Garage |
| PL/2023/02974 – Householder Planning Permission - Approved with Conditions |
| Address: Jasmine House, Upcott, Latton, SN6 6DS Applicant: Mr S Landers
Proposal: Single story kitchen and utility room extension. Kitchen LH and RH ends to be Beckstone as existing and wrapped around to front which will be K-Rend. Utility room and Shed to be wood clad |
- 23.46 **Training Opportunity**
Members NOTED the opportunity to attend planning training on 5 July, unfortunately no-one was available.
- 23.47 **Wiltshire Council Information**
Members NOTED the correspondence from Wiltshire Council relating to the launch of a second Solar Together Scheme and the new kerbside collections of small rechargeable electricals.
- 23.48 **Latton Jubilee Garden Club**
Councillor Lloyd took the Chair for this item. Members NOTED that the Users Agreement and Groups Constitution had been signed. Members CONSIDERED the grant application received. Members RESOLVED to release £500 (five hundred pounds) placed in Earmarked Reserves and £500 (five hundred pounds) from the 2023-2023 grant budget. The group has volunteered to refurbish the old bench from the Play Area.
- 23.49 **Internal Audit Report 2022 - 2023**
Members NOTED the Annual Internal Auditor Report.
- 23.50 **Certificate of Exemption 2022 – 2023**
Members NOTED and APPROVED the Annual Governance and Accountability Return (AGAR) Certificate of Exemption.
- 23.51 **Accounting Statements 2022-2023**
Members NOTED and APPROVED:
a) the Annual Governance and Accountability Statement (AGAR), Section 1.
b) Accounting Statement – Section 2.

23.52

Environmental Group and Visit to Hill's Resource Recovery Centre

Members RECEIVED an update from Councillor Lloyd on his recent visit to the Hill's Recovery site at Purton. Members NOTED: Information regarding the new Wiltshire Council Planting Support (GAPS) Team. It has been formed in partnership with Swindon Borough Council's Great Western Community Forest. Funding has allowed the appointment of three Woodland Officers to form a Grant Application and Planting Support (GAPS) Team, in order to help communities and landowners deliver coordinated and appropriate tree planting across Wiltshire and Swindon.

The role of the officers will be to:

- Bring communities, partners, and landowners together to meet the aims of the Wiltshire Council Climate Strategy, build common interest and deliver tree planting on the ground.
- Help communities and landowners with developing bids for grant funding for planting schemes including assisting with writing management plans.
- Produce a woodland and tree strategy to guide further delivery of tree and woodland planting for communities and landowners to ensure the right trees are planted in the right place.
- Working with Town and Parish Councils to develop a network of volunteer Tree Wardens to help us conserve and enhance the tree coverage across Wiltshire and Swindon.

The Clerk was REQUESTED to pass on the information to the Bidwells and the owners of Lake Louise, and to contact the team regarding the proposed Coronation tree.

23.53

Flooding and Emergency Planning

Members NOTED the feedback from Wiltshire Council (WC) for assistance with a Parish Flood Risk Assessment. WC do not have any records of a submitted flood or emergency plan for Latton.

Main Points raised by WC Flood Resilience Officer (FRO):

- The Parish is at risk of flooding from river although the main community of Latton is showing as not at risk, but the flooding could impact on access and egress to the community and for residents living elsewhere within the Parish.
- Flooding from surface water again there is some risk to the parish which again may impact on access and egress around the community.
- Flooding from groundwater – is a risk for the parish as levels are showing as on or near the surface.

The WC FRO will help the Parish with a Plan and has provided maps to be included in the plan. Members NOTED the Parish's last emergency plan was dated 2018, the Clerk was asked to update it as much as possible using the new template, for Councillor input (Church Farm and Upcott to be added). Once updated and a draft plan considered, to forward to WC FRO, once it has been assessed by WC, a virtual meeting with the WC FRO to be arranged. Members AGREED not to make an application at this time to the SEN Resilient Communities Fund, until the plan is approved, and requirements known. Members were unable to attend the Wiltshire and Swindon Prepared Resilience event at Tidworth being held on 31 August.

23.54

Councillor Updates

Area Board – Cllr Towner was unable to attend the 22 June meeting in Lyneham
Community Facebook - No representative – No update provided to resend information to other Administrator
Local Highways and Footpath Improvement Group (LHFIG) Cllr Lloyd – Next meeting 19 th July Clerk to chase The Street – metro count separately submitted to Speedwatch request. A metro count has recently taken place in The Street. Latton for the speed camera.
Environmental Group – No representative - Article for a community representative placed in June Chronicle, to add to Facebook.
Safety Forum – Councillor Johnson: Meeting was cancelled
Speed Indication Device – Cllrs De'witt and Johnson: The device is up and running. Issues downloading of data, the settings may have been changed, as it now longer downloads. Councillor De'witt to investigate further. Data needs to be acceptable to feed into Police database. Agenda item to consider the purchase of a second SID
Speedwatch and Lorry Watch – Councillor Johnson: Waiting for results of the traffic survey then insurance can be put in place and Speedwatch can start, a road survey will have to take place first to confirm where to stand to take best readings.
Recreation Hall Development – No representative

Meeting Closed at 20.37